Minutes of a Meeting of the Terms of Reference Group

for the Town Regeneration Environmental Action Team (TREAT)

held at the Town Hall, Milford Haven

on Tuesday, 1st September, 2015 at 5:15 pm

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PRESENT

The Deputy Mayor (Councillor W. D. Elliott BA)

Councillors: E. R. Harries

(Chairman – Public Works and Planning Committee)

Finance and General Purposes Committee

A. H. Miles

G. Woodham MBA (Open) LL.B (Hons)

Public Works and Planning Committee

A. W. Eden

M. P. Rickard

C. A. Sharp

Councillors R. Gray and Mrs. C. T. Williams were also in attendance.

88. APPOINTMENT OF CHAIRMAN:

RESOLVED THAT in the absence of the Mayor,

the Chair for this evening’s meeting be taken

by the Deputy Mayor, Councillor W. D. Elliott BA.

89. APOLOGIES:

Apologies for absence were received from the Mayor, Councillor S. G. Joseph, the Chairman of the Finance and General Purposes Committee, Councillor Mrs. Y. G. Southwell, and Councillor R. D. Evans.

90. TO DISCUSS THE TERMS OF REFERENCE FOR ‘TREAT’:

A Member began the debate by asking whether TREAT should be a Sub-Committee of one of the Standing Committees or whether it should report straight to Full Council. He pointed out that if TREAT reported straight to Full Council then the meetings could be held any time in the month as long as there was time for the Minutes to be forwarded to Full Council at the end of the month.

Councillor M. P. Rickard arrived during the discussion of this issue.

After some discussion, it was RESOLVED THAT the Terms of Reference for TREAT be as follows:-

(a) TREAT is to report to Full Council for a trial period

of six months.

(b) The Action Plan is to be an ongoing

part of the Terms of Reference – Members

are to scrutinise the Regeneration Plan as to its

relevance at this present time, update it if necessary

and implement it.

(c) Members will focus on the following key areas

as listed in the Action Plan – Physical

Improvements; Tourism; Economy; Flagship Regeneration

Projects with the addition of the Environment.

(d) Membership should be flexible, so that based on the

topic under discussion the relevant people are invited

to the meeting, such as a representative from the Port

of Milford Haven when Tourism is discussed or a

representative from the Milford Haven Business

Circle when Charles Street is discussed.

(e) As TREAT will be a Standing Committee of the Full

Council, the Chair and Vice-Chair will be the Mayor

and Deputy Mayor. If neither is available, it would

default to Standing Orders and a Chair would be appointed

from those who are present at the meeting.

(f) Any recommendations regarding funding can be

made by this Committee, but Full Council has to

approve any expenditure.

(g) Members can explore whether there is alternative

funding from sources other than this Council; however,

any applications for external funding are to be

actioned by the Clerk.

(h) TREAT is to have the power to co-opt non-Council

members on to the Committee;

(i) TREAT meetings are to be held on a monthly basis,

or more frequently if needed, for a period of 6 months.

The meetings are to be held approximately 2 weeks

before Full Council, with a review after 6 months.

(j) In order to facilitate the smooth operation of TREAT,

the final item on the Agenda for each meeting will be

to decide on the topics for the next meeting, including

the relevant person or people who will be invited to deal

with those issues.

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