



You are hereby summoned to attend the meeting of Haverhill Town Council to be held in The Studio, Town Hall, High Street, Haverhill, on Tuesday 26th July 2011 commencing at 8.00 p.m., for the purpose of transacting the following business

CONSTITUTION:	Town Mayor:	Cllr. M Byrne
	Town Councillors:	L Ager, D Andre, R Andre, G Brandejs, L Carr, P French, E Goody, R Green, P Hanlon, B Hawes, D Russo, A Samuels, G Stroud, J Stroud, and C Turner

AGENDA

1. **Apologies for Absence**
Please give any apologies to the office by 5.00p.m. of the day of the meeting.
2. **Declaration of Interests**
For Members to declare any interests they may have on items on the agenda.
3. **To confirm Minutes of Meeting held 28th June 2011**
4. **To deal with any urgent matters arising from the Minutes not covered by this agenda**
5. **Inspector Chris Galley, Suffolk Police**
To discuss Policing issues in the Town.

PUBLIC FORUM

6. **Adoption of Committee Reports**

Arts & Leisure Committee
To move the adoption of the minutes of the Arts & Leisure Committee meeting held 12th July 2011.

Planning Committee
To move the adoption of the minutes of the Planning Committee meeting held 5th July 2011.
7. **To Receive a Presentation on, and Agree, the Council's Strategies for the period 2011-15**
To receive a presentation on, and agree, the Council's strategies for the period 2011-15

8. **To Receive a Presentation on a Youth Town Council and To Establish a Steering Group to:**
 a) **Develop proposals for a Youth Town Council, as previously described, and**
 b) **Propose an implementation plan**
 To receive a presentation on a Youth Town Council and to establish a Steering Group to:
 a) Develop proposals for a Youth Town Council, as previously described, and
 b) Propose an implementation plan

9. **To Comment on the Review of Polling Districts and Polling Places (attached)**
 To comment on the review of Polling Districts and Polling Places for Haverhill

10. **To Present Councillors with Their Certificate of Completion of Training on the Power of Well-Being**
 To present Councillors with their Certificates

11. **To authorise payments.**
 To authorise the following cheque lists:-

Date	Cheque No.s	Value £
21.06.11	006932 – 006958	13,598.84
21.06.11	006959 – 006960	1,700.00
29.06.11	006961 - 006975	8,479.10
29.06.11	006976 – 006977	675.00
05.07.11	006978 – 006986	3,345.30
05.07.11	006987 – 006989	3710.44
11.07.11	006990	44258.73
12.07.11	006991 – 007013	7,278.26

12. **Correspondence**
 a) St Edmundsbury Borough Council – Street Café Vending Permit, Costa Coffee, High Street (attached)
 To consider the application for a Street Café Vending Permit
 b) Councillor Bailey, Leiston-cum-Sizewell Town Council – re Support for SALC Motion (attached)
 To consider support for the motion (attached)
 c) Mr F Bradsell – re Town Council meetings (attached)
 To consider whether to respond further to Mr Bradsell (copy of Town Clerk's response attached)

13. **Closure**



Gordon Mussett
 Town Clerk
 01440 712858

DATE: 19th July 2011

St Edmundsbury Borough Council – Polling District Review

Background information for consultees

Polling district – the geographic areas into which a council divide its area for the purposes of conducting elections. In making the designations Councils are required to seek to provide all electors with as reasonable facilities for voting as are practical, and to have regard to accessibility when making any designations for polling places. Where areas are parished each parish should normally be a polling district in its own right unless there is a compelling reason otherwise. In reality this means that many of the polling districts in St Edmundsbury are pre-defined as a result of parish arrangements and the only question to consider is whether it would make for more effective arrangements if the parish were divided into parish wards. Currently in the rural areas of St Edmundsbury there are only two instances where parishes have been warded, and in each case the warding has been necessitated by the parish straddling two wards and separate polling districts being required to facilitate the two different sets of parishioners to vote in different Borough wards. In urban areas there is potentially more scope to alter the boundaries of polling districts. Here the prime consideration is to achieve reasonable facilities for voting for all the electors, so far as practicable.

Polling place – this can either be as broad as a geographic area, or as tightly defined as a specific building. Councils are not generally obliged to designate polling places. The only circumstance in which they must make a designation is if polling cannot take place within the polling district. This usually only arises when there are no suitable premises or locations for a temporary building within the polling district. In these instances the Council must designate a polling place. If no polling place is designated then the whole polling district is treated as the polling place. St Edmundsbury has previously followed the practice of only designating polling places where out of district polling is necessary as to designate polling places as a matter of routine can cause administrative difficulties if buildings are not available for use at a particular election.

Polling stations – the polling station is the actual room used for polling. The choice of polling station rests with the Returning Officer, not with the Council, so this review is not about the buildings used, but about the administrative areas into which the Register of Electors is divided. Having said that as indicated in the covering letter if any individual or organisation responding to this review has suggestions about alternative venues then the Returning Officer would be pleased to consider them, but they will not form part of the formal review report to the Council.

What is included in the review – The Council is only obliged to conduct a review of any area which it has not reviewed within the last 4 years. In that period St Edmundsbury has consulted on arrangements across a range of areas in the Borough as the need has arisen. However, for the sake of clarity and completeness, the whole of the Borough will be included in the review.

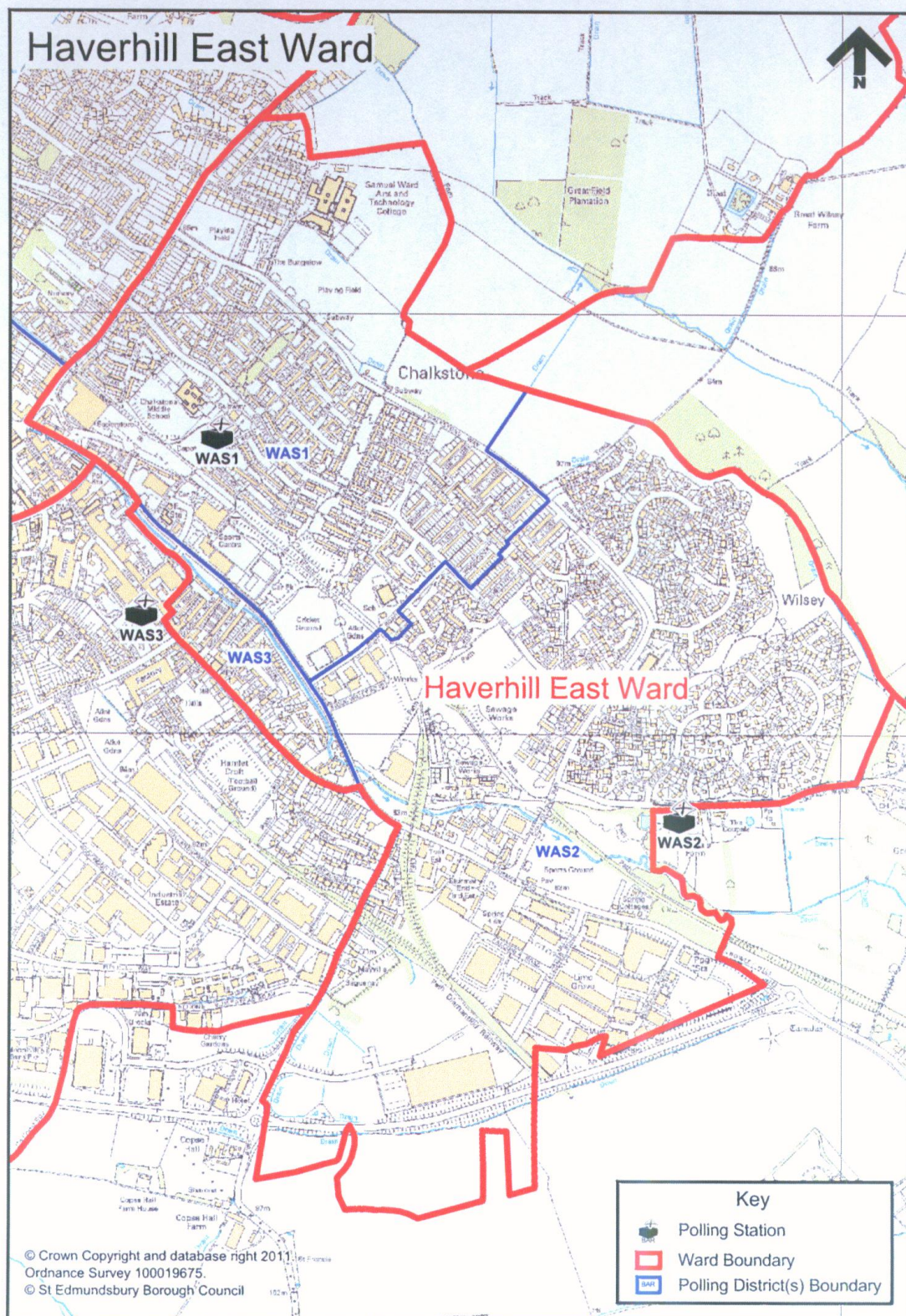
What is not included in the review – as already indicated the location of polling stations does not form part of the formal review. Also excluded from the review are proposals for the alteration of the boundaries of the wards or parishes, or the number of

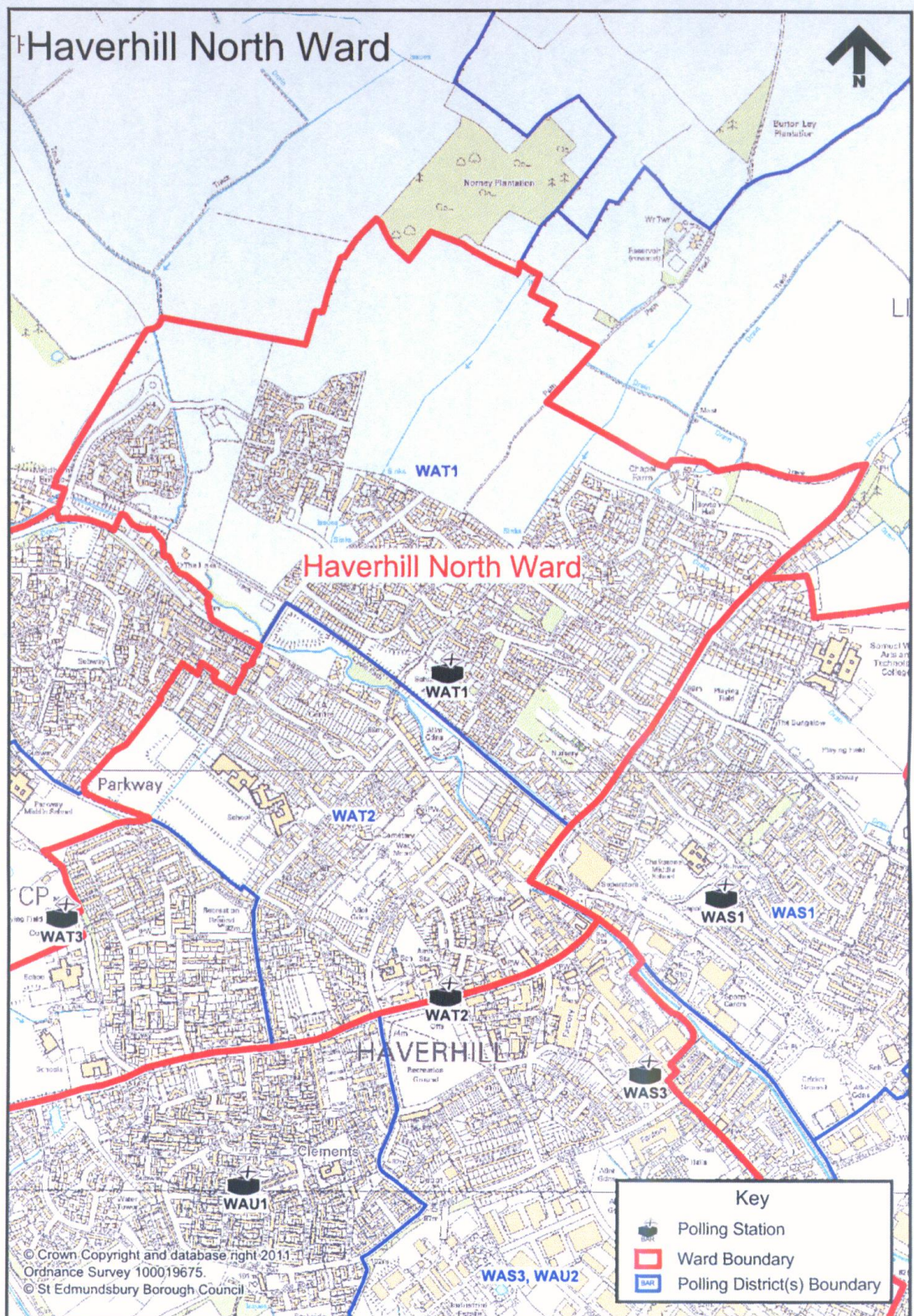
councillors on a council. All these are issues which have their own separate review processes.

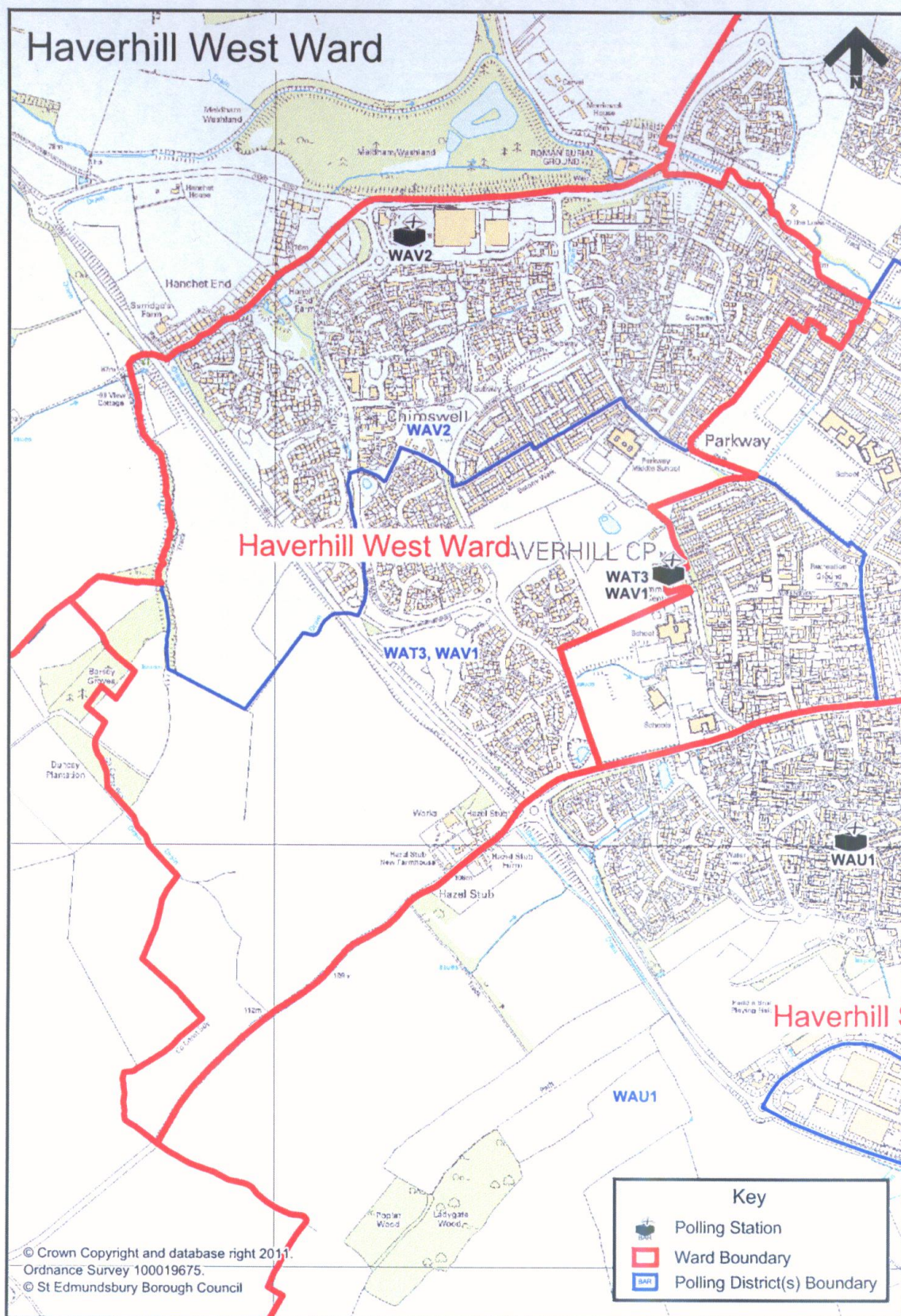
How the review is being conducted - The final decision on designations of polling districts and polling places will be made by the full Council of St Edmundsbury. As the terms of reference for the Council's Democratic Renewal Working Party include advising the Council on electoral matters, the outcomes of this consultation process will, in the first instance, be considered by the Working Party at its meeting on 8 September. The Panel will then forward recommendations to the full Council meeting on 27 September. Although the full Council will be free to debate the recommendations it is anticipated that the detailed work of the review and discussion of any proposals for change will take place at the meeting of the Working Party. Although there is no automatic right of access to the meeting for members of the public the Chairman of the Working Party is happy for any individual or organisation to attend the meeting to hear the debate on this item.

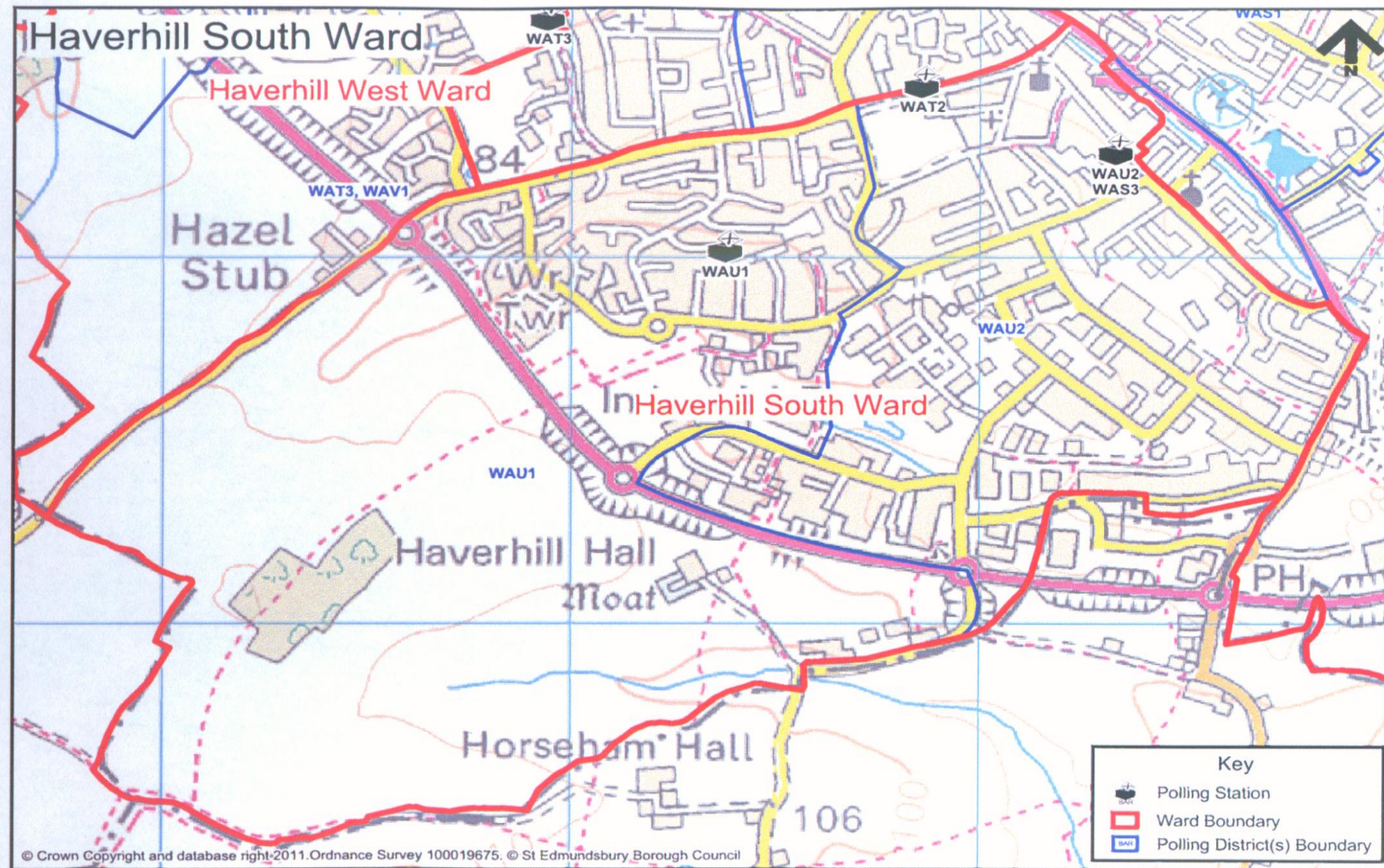
Current polling district and polling place designations - Attached are schedules of the current designations. For those consultees in urban areas a map of the current polling districts is enclosed. For rural areas where the polling districts are the parishes maps have not been thought necessary, but they can be provided if required.

Suggesting a change to an existing polling district or polling place designation - When making a suggestion for a change please outline the reasons for making the change, such as improved convenience for all electors in the ward. When considering any proposals for change the Council will be aiming, so far as practicable, to make equitable arrangements for polling right across the Borough. Proposals will be considered in this wider context, as well as with regard to the convenience of the local arrangements.









RECEIVED
4 - JUL 2011



Community Directorate

1048

St Edmundsbury
BOROUGH COUNCIL

Mr. G. Mussett
Clerk to the Haverhill Town Council
Haverhill Arts Centre
High Street
Haverhill
Suffolk
CB9 8AR

Our ref BW/PI/000046913/WK/201101377
Contact Brenda Wright
Direct Dial 01284 757117
E-mail licensing@stedsbcc.gov.uk

29th June 2011

Dear Mr Mussett

Highways Act 1980: Section 115
Street Café Vending Permit – Costa Coffee, 23 High Street, Haverhill

I have received an application from Gerald Eve, on behalf of Costa Coffee for a Street Café Vending Permit at the above address.

The application is for consent to site four tables and associated chairs between the hours 07.30 and 20.00 Mondays, Tuesdays, Wednesdays, Thursdays and Sundays. The permit is for each month of the year – all details are as in previous applications.

If you have any comments on this application please forward them to Brenda Wright by 27 July 2011.

Yours sincerely

Brenda Wright
Licensing Officer

Carole Herries MA, MCIT • Head of Environmental Health and Housing
West Suffolk House • Western Way
Bury St Edmunds • Suffolk • IP33 3YU
Phone 01284 763233 • **Fax** 01284 757110 • **TypeTalk** 18001 01284 757103
Departmental email licensing@stedsbcc.gov.uk
Website www.stedmundsbury.gov.uk

Dear Parish/Town Council

I am writing to ask your Council to support the proposal (see detail further below) agreed by Leiston-cum-Sizewell on 7th June and by the Suffolk Coastal SALC area on 13th June. It seeks new planning guidance to major developers urging them, as a matter of planning procedure, to

(i) Attend our meeting to answer questions about their planning application if we so wish and to

(ii) Provide resources (if we so wish) to enable us to assess their applications – which may be over 1000 pages long – based on a professional critique of their evidence.

May I please emphasize those words above ‘if we so wish’: this means that no council is **required** to do anything. The proposed guidance would **enable and empower** us to do these things if we chose to.

Both of these things would help us as councillors when making recommendations on large planning applications. Clearly there are details to be sorted out with the Minister – e.g. the definition of large. But these are details – which follow the agreement of the idea.

I do hope you feel able to support this. Please simply reply to this email with ‘yes’ if and you’re your council decides to. **Already some 300 Local Councils have done so** (and if you are one of them – thank you). Please do contact me if you require any further information.

Yours sincerely

Ron Bailey
Leiston-cum-Sizewell Town councillor

ronbailey@btinternet.com

01728 831515

07951 761229

Suffolk Association of Local Councils 13th June 2011
Proposal by Ron Bailey re Planning Applications
Agreed by Leiston-cum-Sizewell Town Council 7th June 2011

To: Town and Parish Councils

Dear Town/Parish Council

The proposal below was agreed by Leiston-cum-Sizewell on 7th June and by the Suffolk Coastal SALC area on 13th June. It seeks new planning guidance to major developers urging them, as a matter of planning procedure, to

- (i) Attend our meeting to answer questions about their planning application if we so wish and to
- (ii) Provide resources (if we so wish) to enable us to assess their applications – which may be over 1000 pages long – based on a professional critique of their evidence.

May I please emphasize those words above ‘if we so wish’: this means that no council is **required** to do anything. The proposed guidance would **enable** us to do these things if we chose to.

Both of these things would help us as councillors when making recommendations on large planning application. Clearly there are details to be sorted out with the Minister – e.g. the definition of large. But these are details – which follow the agreement of the idea.

Negotiations with the relevant Minister, Greg Clark’s officials are already underway, and it is clear that the greater the support from town and parish councils the more likely we are to persuade the Minister to issue this new guidance.

May I please, therefore, invite your council to formally declare support for this (300 local councils have done so already and thank you if you are one of them). If you need more information please do contact me on 01728 831515 or ronbailey@btinternet.com

Thank you and yours sincerely

Ron Bailey
Leiston-cum-Sizewell Town Councillor

Introduction

1. This is **NOT** a proposal either in support of or against any particular application. It is a proposal that I think will assist us in our deliberations on all applications: however there is one current application that we would like it to apply to: that by Tesco Ltd.
2. This application arouses strong feelings in the Town. But there is one issue on which both the ‘antis’ and the ‘pros’ agree: it will have a significant impact on Leiston. Some say that will be a bad impact: others say it will be for the good.
3. We have to make up our minds on our response by reading the application, listening to both sides, assessing any other evidence we can gather and in the end using our judgement. This proposal is to help us get as much evidence as possible on which to base our final judgement.

The Proposal

4. This proposal is that we use the rights and powers given to us under the Sustainable Communities Act 2007 (‘the SCA’) and the Sustainable Communities Act (Amendment) Act 2010. The proposal is

Rationale

The Resolution passed by the Town Council on 7th June/ Suffolk Coastal Area of local councils on 13th June.

We ask the current Minister at the Department of Communities and Local Government (Greg Clark MP) to make the following planning policy/guidance to apply to large planning applications in the area of a Town or Parish Council

- 1. That any applicant or representatives of any applicant who submits such an application that will have a significant effect on an area must, if requested by the Town or Parish Council attend a meeting of**

- (i) that Council to answer questions from elected councillors; and**
 - (ii) a Town Meeting, should one be duly called, to answer questions from all electors.**

- 2. That any applicant who submits such an application that will have a significant effect on an area must, if requested by the Town or Parish Council, or a Town Meeting, pay for the Council or Meeting to get an independent assessment carried out as to how the proposed development will affect the sustainability of the local communities.**

2A. That if we agree the above or either of the above that we communicate this to Suffolk Coastal District Council with the request that they delay determination of the Tesco application for a reasonable amount of time to enable us to act on this proposal and to get a decision from the Minister.

- 3. And if we agree 1 and 2 above, we seek the support of other Town and Parish Councils.**

5. Re Proposal 1 above. The application is about 8 inches thick: I have read some of it; I have many questions. Others will probably have their own questions. We need them answered to enable us to make our best judgement. There is no way that this can be done by letter or email., It is reasonable, and indeed necessary to enable us to make the best judgment (whichever way that judgement goes), to seek the right, using the SCA, for us to require any such applicant to attend our meeting.

6. Re Proposal 2 above. Tesco's have spent hundreds of thousands of pounds on this application. The consultants they have used do not come cheap! Inevitably their evidence supports their application: there is nothing wrong or improper in that. But there may be other views that 'other' consultants may take. Indeed, we need an alternative view, or even a 'critique', so we can make the best decision based on a fair weight of evidence from both sides. There is no way we can afford this amount of money. Tesco's have spent hundreds of

thousands of pounds presenting their case; they will almost certainly have budgeted for an appeal if one should be necessary. They are going to significantly affect our town. It is reasonable that they pay what will be a far smaller amount to enable us to get evidence to carry out our quasi-legal duty regarding assessing this application.

Re Proposal 2A above. This is a reasonable request to enable us to get more information and to involve our electors. We have checked with the Planning Officer – it is not against the law for this reasonable delay to be agreed – but it is more likely to be so if the process that we have requested is in place, as this would give the local planning authority a good reason to postpone their decision..

7. Re Proposal 3 above. The Minister is more likely to reach agreement with us if we have other local councils also backing this idea.

The Sustainable Communities Acts 2007 and 2010: background

8. In order to explain the legal background as to how we can use the SCA I now add a few words about what the SCA is and how it works, the legal rights it gives us and how it can help us. I start with a brief background to the Acts.

9. These were both Private Member's Bills promoted by Nick Hurd MP (now Cabinet Office Minister for Civil Society) and Alistair Burt MP. The campaign to get them through Parliament was organised by the Local Works coalition of which I was the National Organiser. So should I 'declare an interest' in using the SCA? If so – I hereby do so.. This was a very wide coalition supported by over 100 organisations from The Association of Chief Police Officers, to the National Association of Local Councils, to the Society of Parish and Town Clerks, to Friends of the Earth, to the NFWI, CAMRA, Age Concern, Help the Aged, the National Federation of Retail Newsagents, CAB and many more.

10. It was in the end a totally cross party campaign: at a rally in Westminster Hall in support of the (then) Bill in 2007 the speakers were David Cameron, then Leader of the Opposition, Sir Menzies Campbell, then Leader of the Liberal Democrats and Phil Willis MP, then the relevant (Labour) Minister of State at DCLG.

11. They are both important Acts – establishing in law for the first time the principle of 'bottom-up' governance (explained below in this note). The Labour Minister, Phil Willis, said at the Third Reading of the 2007 Bill in the House of Commons:

‘I genuinely believe that the Bill will change the relationships in British politics I am proud to be the Minister who helped it through Parliament’ (Hansard 15.6.2007 col 1035)

And the current DCLG Minister, Greg Clark, recently said in the House on 29th March this year:

‘The Sustainable Communities Act 2007 is one of the most important Acts that this House has passed ... (it is) a seminal piece of legislation’ (Hansard col 146).

So he is going to take our proposal seriously.

The Sustainable Communities Acts 2007 and 2010: our rights

12. The 2007 Act gave principal councils the right to make proposals for government action to help them build and protect the sustainability of local communities. Those proposals were submitted through a 'selector' (the Local Government Association) for short listing. The

government then had a duty to ‘try to reach agreement’ (i.e. NOT just consult) with the Selector on implementing the proposals. Initially there were 199 shortlisted proposals and the Minister responded positively on 2/3 of them.

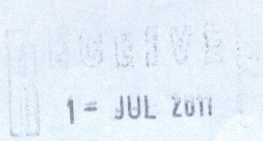
13. The 2010 Act extended this right to submit proposals to county associations and to parish and town councils – again with the duty on the Minister to ‘try to reach agreement’ with these bodies. To quote the Minister, Greg Clark MP again:

‘We are very keen indeed for parish and town councils, which represent their communities so successfully, to submit suggestions and proposals we will ensure that the duty to “try to reach agreement” ... will apply to requests from parish councils’ (Hansard 29th March col 149).

The Minister has also indicated that in future the National Association of Local Councils and the Local Works coalition will also play a role as ‘the Selector’.

14. These are the legal rights that underpin this proposal.

Copy of letter sent but not received



36 Roman Way
Haverhill
Suffolk
CB9 0NG

Town Clerk & Cllr. M. Byrne
Haverhill Town Council

4 June 11

Now we have a new Council may I submit the following suggestions for your consideration in order to make Full Council Meetings more meaningful and hopefully encourage more of the public to attend.

- 1 A report by a Borough & County councillor should be a regular contribution.
- 2 Chairman of Town Council Committees answer questions appertaining to the relevant subject.
- 3 For particular presentations, such as that given by the Police Inspector, permission to be given for members of the public to comment or ask a question.
- 4 It is the practice to have Public Forum early in the agenda presumably to enable those merely attending to ask a question to do so and leave. For those who are interested to see our representatives making decisions on our behalf it is not possible to comment on what was discussed. Obviously decisions cannot be changed but I have in mind a particular decision made a few meetings ago that warranted a severe criticism concerning the method used.

I await your reply with great interest.

Frank Bradsell

Ps. I hope not to be directed once more to the entertainment area

ps I shall not be available from Sat 2 July for at least a week

19 July 2011



Mr F Bradsell
36 Roman Way
Haverhill
CB9 0NG

Dear Frank

Thank you for your letter dated 4th June. I hope you are now much recovered from your bout of pneumonia.

As regards your second point, it is not practicable to expect any person to answer what may be a detailed question without additional research. The Town Council's Standing Orders, which are reviewed annually, state in this respect (for questions from Councillors) "A councillor may seek an answer to a question concerning any business of the Council provided 3 clear days' notice of the question has been given to the Proper Officer." and (for questions from members of the public) "a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate". As you are aware the Council will try to provide an answer on the night, usually from its Proper Officer who will have been dealing with the immediate issue.

From my recollection, dealing with your third point, any presenters to the Town Council are asked to remain in order that members of the public can ask questions. Questions to any presenter can be put after the meeting as I can supply their contact details.

Good practice recommends that members of the public are invited to address the public early in the meeting. The public are free to express their opinions after a meeting as to the decisions made, but in an informal setting, rather than as part of the meeting. They also have the right to express their opinions to the press.

Which leaves just your first point unaddressed. We will be addressing this during this year, probably by way of written reports which can be circulated

with the agenda.

Public attendance at meetings of any tier of Council is variable, and so dependent upon the items under consideration. I am aware of various initiatives that have been employed to increase attendance by the public, but none have had any lasting impact, or improved Council policies; indeed the best attendances were usually when the public knew there would be a public spat between Councillors. Thankfully the Standards Board has put an end to that.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Gordon Mussett', with a stylized flourish at the end.

Gordon Mussett
Town Clerk