

HAVERHILL TOWN COUNCIL
TOWN COUNCIL



Dear Councillor,

You are hereby summoned to attend the meeting of Haverhill Town Council to be held in The Haverhill Arts Centre, High Street, Haverhill, on Tuesday 26th April 2016 commencing at 7.00pm for the purpose of transacting the following business:

| | | |
|----------------------|--------------------------|---|
| CONSTITUTION: | Town Mayor: | B McLatchy |
| | Town Councillors: | A Bramwell, A Brown, J Burns, M Byrne, T Chivers, J Crooks, P Fox, Q Fox, P Hanlon, I McLatchy, D Roach, B Robbins, C Turner, A Williams, W Yang |

This Meeting is open to the Press and Public

PRAYERS – Rev Canon Graham Owen, Mayor’s Chaplain

Councillors and members of the public not wishing to take part may remain in the lobby area and will be invited in at the end of prayers.

AGENDA

1. **Apologies for absence**
Please give any apologies to the office by 5.00pm of the day of the meeting.

2. **Declaration of interests and requests for Dispensations**
For members to declare any interests they may have on items on the agenda and agree any dispensations to stay.

3. **Minutes of the Full Council meeting held 18th April 2016**
To confirm the minutes of the Full Council meeting held 18th April 2016 as a correct record.

4. **To deal with any urgent matters arising from the minutes not covered by this Agenda**
 - a) On the Spot Van
 - b) Community Resilience
 - c) Haverhill Area Forum
 - d) Ill-Health Liability Insurance
 - e) Invitation to CCG regarding access to healthcare

HAVERHILL ARTS CENTRE, HIGH STREET, HAVERHILL, CB9 8AR

Tel: 01440 712858 Fax: 01440 718931

Email: admin@haverhill-tc.gov.uk Web: <http://www.haverhill-tc.gov.uk>

5. **Reports from the Police and Borough/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM**

Members of the public are welcome to make statements or put questions at this time.

6. **Mayor of Haverhill Thanksgiving Service**

To note that the thanksgiving service is on Wednesday 27th April and any arrangements for Councillors' attendance.

7. **Timetable for the Annual Audit**

To note the following timetable for concluding the Annual Audit:

- a) Production of year-end accounts – complete
- b) Completion of Annual Return – 17th May
- c) Visit by Internal Auditor – 18th May
- d) Electors' Inspection of Accounts 3rd June - 14th July
- e) Submission Date for External Audit: 13th June

8. **Dates for Outdoor Surgeries**

To note the following proposed dates:

- Tuesday June 28th – Leiston Road shops – South Ward
- Tuesday June 29th – Strasbourg Square, - East Ward
- Wednesday July 6th – Brybank Road – West Ward
- Wednesday July 13th – Chapple Drive – North Ward

9. **Mayor's Report**

To receive a report from the Mayor on her engagements in March and April.

10. **Adoption of Committee Reports**

- a) Appeals Committee: To note that the Appeals Committee have not met since the last meeting of the Full Council.
- b) Finance Committee: To note that the Finance Committee have not met since the last meeting of the Full Council.
- c) Leisure and Community Committee: To note that the Leisure and Community Committee have not met since the last meeting of the Full Council.
- d) Personnel Committee: To note that the Personnel Committee have not met since the last meeting of the Full Council.
- e) Planning Committee: To move the adoption of the minutes of the Planning Committee meeting held on 18th April 2016.

11. **Annual Town Meeting**

To consider arrangements for the Annual Town Meeting on May 17th.

12. **To authorise payments**

To authorise the following cheque lists:-

| Date | Cheque Numbers | Value |
|----------|-----------------|-------------------|
| 15.03.16 | 011270 – 011282 | £10,399.10 |
| 22.03.16 | 011283 – 011295 | £36,366.64 |
| 30.03.16 | 011296 – 011304 | £3,803.04 |
| 31.03.16 | 011305 – 011311 | £3,808.80 |
| 05.04.16 | 011312 – 011320 | £16,419.89 |
| 08.04.16 | 011321 | £4,255.63 |
| 12.04.16 | 011322 – 011335 | £6,474.03 |
| | Total | £81,527.13 |

13. **Annual Meeting of the Town Council**

To consider arrangements for the Annual Meeting of the Town Council on May 17th.

- a) How nominations for Mayor, Deputy Mayor and Chairs of Committees are to be made
- b) Any other arrangements, photography and reception.

14. **To receive urgent correspondence**

To consider any urgent correspondence received after the agenda was published.

15. **To Exclude the Press and Public**

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted – HR matters.

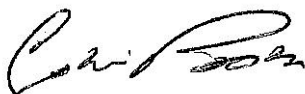
16. **Staffing Matters**

Contract Matters.

17. **Date of next Meeting**

17th May 2016, following the Annual Town Meeting.

18. **Closure**



Colin Poole
Haverhill Town Clerk

Date: 20th April 2016

Copies of this and other Council agendas, and minutes, and supporting reports, are available to download from the Council's website (www.haverhill-tc.gov.uk) or on request from Haverhill Arts Centre

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