

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 Monday 26th September 2016 commencing at 7.30pm for the purpose of transacting the following business:

CONSTITUTION: Town Mayor: D Roach
 Town Councillors: A Bramwell, A Brown, J Burns,
 M Byrne, T Chivers, J Crooks, P Fox, Q Fox, P
 Hanlon, B McLatchy,
 I McLatchy, 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 6th September 2016**
 To confirm the minutes of the Full Council meeting held 6th September 2016 as a correct record.

4. **To deal with any urgent matters arising from the minutes not covered by this Agenda**
 - a) C16/026 Community Emergency Plan – formation of Working Party.

5. **Presentation and request for grant – Haverhill Community Sports Association**
 Following on from the Leisure and Community Committee meeting held 6th September 2016, to receive a presentation from the HCSA and consider a grant request for up to £14,070.83 towards the community refreshment facility within the new 3G pitch complex at New Croft. (see separate document to follow)

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>

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

- a) Police Report – circulated ahead of the meeting, if available
- b) County Councillors
- c) Borough Councillors
- d) Members of the public are welcome to make statements or put questions at this time.

7. **Responses to Consultations**

- a) Suffolk Highways new Asset Management Approach.
- b) SALC Public Services Survey
- c) Referendum Principles for Parish Councils
(Proposed responses to follow)

8. **Mayor's Report**

To receive a report from the Mayor on his engagements in August and September.

9. **ONE Haverhill Partnership**

To receive a verbal report from Members and Clerk.

10. **Adoption of Committee Reports**

- a) Appeals Committee: To note that the Appeals Committee has not met since the last meeting of the Full Council.
- b) Finance Committee: To move the adoption of the Finance Committee minutes of the meeting held 13th September 2016. (to follow)
- c) Leisure and Community Committee: To move the adoption of the Leisure and Community Committee minutes held 6th September 2016. (to follow)
- d) Personnel Committee: To note that the Personnel Committee has 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 6th September 2016 (to follow).

11. **To authorise payments**

To authorise the following cheque lists:-

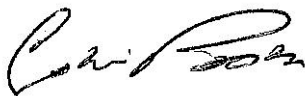
Date	Cheque Numbers	Value
19/7/16	011564 - 011580	9,253.93
27/7/16	011581 - 011595	9,181.87
02/8/16	011596 - 011620	58,665.08
09/8/16	011621 - 011650	23,216.94
23/8/16	011651 - 011674	20,709.33
31/8/16	011675 - 011689	19,367.36
01/9/16	011690 - 011695	18,614.72
06/9/16	011696 - 011710	17,750.22
15/9/16	011711 - 011724	12,891.61
	Total	189,651.06

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12. **To consider the adoption of a Information Security Policy**
To consider adoption of an information Security Policy to meet the PCI Protection requirements of Lloyds bank in relation to our card machines, as recommended by the Finance Committee. (to follow)
13. **To receive urgent correspondence**
To consider any urgent correspondence received after the agenda was published.
14. **To accept the External Auditor's report.**
a) To approve and accept the Annual Return with the External Auditor's Certificate.
b) To note the minor issues raised and that the matter has been resolved as reported at C16/126 on 19th July 2016.
c) To note that the annual return, certificate and notice of conclusion of audit were published on the Council website on 7th September 2016.
d) To note that the Notice of conclusion of audit has been displayed on the notice board at Jubilee Walk from 13th September 2016.
(to follow)
15. **To Exclude the Press and Public (if required)**
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 – Commercial & HR matters.
16. **Report from Corn Exchange Working Party**
17. **Staffing Matters**
18. **Closure**



Colin Poole
Haverhill Town Clerk

Date: 20th September 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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