



7. **ONE Haverhill Partnership**

- a) To receive a verbal report from Members and Clerk.

8. **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 minutes of the Finance Committee meeting held 24<sup>th</sup> October 2017 and the recommendations therein.
- c) Leisure and Community Committee: To move the adoption of minutes of the Leisure and Community Committee meeting held 7<sup>th</sup> November 2017.
- 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 meetings held on 24<sup>th</sup> October and 7<sup>th</sup> November.

9. **Financial Matters**

- a) To authorise the following cheque lists:-

Date	Cheque Numbers	Value
09.10.17	0011957-011961	11,887.65
09.10.17	DD	285.15
10.10.17	BACS	33,623.06
18.10.17	BACS	4,960.70
18.10.17	DD	191.98
26.10.17	011962-011964	1,352.97
26.10.17	DD	415.56
26.10.17	BACS	5,789.01
01.11.17	011965-011968	9,871.00
01.11.17	BACS	7,028.11
07.11.17	011969-011970	1,549.80
07.11.17	BACS	26,265.91
14.11.17	011971-011973	19,884.63
14.11.17	DD	91.08
14.11.17	BACS	33,703.83
	<b>Total</b>	<b>£156,900.44</b>

- b) To consider granting delegated authority for expenditure to the Operations Manager and Tech Manager:
- i. Operations Manager: £500
  - ii. Tech Manager: £500
- This is to enable them to more efficiently discharge their duties without recourse to senior managers for straightforward expenditure.
- c) To Approve an additional Cheque Signatory.

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Currently Councillors M Byrne, B McLatchy, D Roach, B Robbins are the current cheque signatories. In order to ensure that there are sufficient signatories in the future, it would be useful to appoint a fifth signatory.

d) Grant for Reach

To consider a grant of £600 to provide complimentary tickets for the panto.

10. **Insurances**

To approve the insurances for the Town Council and, as Trustee, for the Community Trust for the year ahead:

a) Community Trust - Trustee Insurances £4,882.56

b) Arts Centre – Excess Layer insurance £1,135.00

c) Commercial Combined Insurances £7,205.48

Councillors would wish to note that the above insurances are index-linked and include the buildings insurances for the Arts Centre, Leiston Community Centre and Bevan House plus our current range of projects. The above totals £13,223.04, compared to £11,484.07 last year, which did not include the Leiston Centre building insurance or the increase in insurance premium tax from 10% to 12%.

d) To consider adding two VAS devices to the insurance and asset register of the Council at a value of £1 each and insured for £2,500 each.

11. **To Note the Internal Auditor's report**

a) To approve and accept the Interim report from the Internal Auditor. (attached)

12. **Projects Update Report**

To receive the Clerk's report updating the Council on progress on projects.

13. **To receive urgent correspondence**

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

14. **Date of Next Meeting**

Monday 11<sup>th</sup> December 2017.

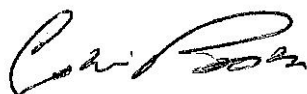
15. **To Exclude the Press and Public (if required)**

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 – HR matters.

16. **Staffing Matters**

For any urgent matters.

17. **Closure**



**Colin Poole**  
Haverhill Town Clerk

Date: 21<sup>st</sup> November 2017

*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](http://www.haverhill-tc.gov.uk)) or on request from Haverhill Arts Centre*

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