

## **HAVERHILL TOWN COUNCIL MEETING**

**Tuesday 6<sup>th</sup> May 2008 at 7.40 pm**

**In The Studio, Haverhill Arts Centre, High Street, Haverhill**



**HAVERHILL  
TOWN COUNCIL**

**Present:**      **Chair – Town Mayor:**      **Les Ager**  
                         **Town Councillors:**      **J Anderson, M Byrne, L Carr,**  
   **P French, A Gower, E McManus,**  
   **P McManus, M Marks, G Price and**  
   **A Samuels**

**Also present:**      **Thirty-four members of the public**

### **MINUTES**

- 1. Apologies for Absence**  
Apologies for absence had been received from Cllrs Hanlon, Richardson, Sisson, Thomas and Woodward.
- 2. Election of Town Mayor**  
Cllr Ager was elected to the position of Town Mayor and duly signed the Declaration of Acceptance of Office.
- 3. Election of Deputy Mayor**  
Cllr Elaine McManus was elected to the position of Deputy Town Mayor and duly signed the Declaration of Acceptance of Office.
- 4. Declaration of Interests**  
No Members declared any interests they may have on items on the agenda.
- 5. Mayor's Allowance**  
The Council agreed the payment of the Mayor's Allowance in accordance with Section 15(5) of the Local Government Act 1972, at a rate of £875 plus a further £280 if the Mayor attends the overseas Town Twinning event.
- 6. Outside Representatives**  
The Council confirmed the following appointments of representatives to outside bodies in accord with previously-agreed policy:-
  - a) St Edmundsbury Borough Council Local Development Framework Focus Group – Cllr French
  - b) Non-Voting Member, St Edmundsbury Borough Council Haverhill Area Working Party – Cllr Elaine McManus
  - c) Executive Committee Member, Haverhill Partnership – Cllr Marks
  - d) Town Councils' Representative – St Edmundsbury Borough Council Standards Committee – Cllr Marks

#### **Action**

7. **Town Council Committees**  
The Council confirmed the allocation of Committee seats (attached).
8. **To confirm the Clerk's re-appointment as Responsible Financial Officer.**  
The Council confirmed the re-appointment of the Town Clerk as Responsible Financial Officer.
9. **To confirm the re-appointment of Heelis & Lodge as Independent Internal Auditor**  
The Council confirmed the re-appointment of Heelis and Lodge as the Town Council's Independent Internal Auditors.
10. **To Resolve Not to Adjourn for a Public Forum**  
In view of the fact that the meeting had been preceded by the Town Meeting the Council resolved that no Public Forum be held.
11. **To confirm Minutes of Meeting held 15<sup>th</sup> April 2008**  
The Council agreed the minutes of the meeting held 15<sup>th</sup> April 2008 as a true record.
12. **To deal with any urgent matters arising from the Minutes not covered by this agenda**  
Cllr Marks enquired whether the WRVS had supplied further information as requested. The Town Clerk indicated that no information had been received to date. Cllr Byrne advised that Trade Union representation had been arranged for a number of those at risk of redundancy. It appeared that all the cooks were to be made redundant together with most other existing salaried employees. Cllr Byrne advised that she was currently trying to assess whether this was a genuine redundancy situation. The Council asked the Town Clerk to invite the WRVS and Suffolk County Council representatives to the next meeting of the Council.
13. **Adoption of Committee Reports**  
Personnel Committee  
The Council agreed the adoption of the minutes of the Personnel Committee meeting held 15<sup>th</sup> April 2008.  
Community First Committee  
The Council agreed the adoption of the minutes of the Community First Committee meeting held 15<sup>th</sup> April 2008.  
Finance Committee  
The Council agreed the adoption of the minutes of the Finance Committee meeting held 22<sup>nd</sup> April 2008.
14. **To Agree the Recommendations of the Freedom of Haverhill Working Party**  
The Council noted and agreed to adopt the recommendations of the Freedom of Haverhill Working Party, extending the award of the Freedom to all Haverhill residents who have given a minimum of twenty years community service in Haverhill. The Council agreed the definition of community service as those who have served, in a paid or unpaid basis in

Town Clerk to contact WRVS and Suffolk County Council

Town Clerk to write to all local organisations, uniformed

<p>local organisations, schools, churches, uniformed public services, business organisations, sports clubs, political organisations, the health service, magistrates/justices. This list is not exhaustive. The service must be continuously in Haverhill, not a combination of service at a number of locations, and the recipient must be a resident of Haverhill at the time of the award.</p>	<p>services, etc inviting nominations, and to issue a Press Release inviting nominations</p>
<p>The Council noted that a further report outlining the number of potential recipients, together with arrangements for the presentation, would be brought to a later meeting of the Council.</p>	
<p><b>15. <u>To Agree the Combined Comments to the Local Development Core Strategy Consultation</u></b></p>	<p>Town Clerk to forward to St Edmundsbury Borough Council</p>
<p>The Council agreed the combined comments to the Local Development Core Strategy Consultation.</p>	
<p><b>16. <u>To Comment on the Proposed Dispersal Order for the Skate Park</u></b></p>	<p>Town Clerk to notify Suffolk Police</p>
<p>Cllr Anderson declared an interest as his dog had been injured on litter left in this vicinity.</p>	
<p>Cllr French indicated that anti-social behaviour was not new in this area, and had existed before the skate park was built. Cllr Byrne asked that consideration be given to extending the opening days and hours of youth facilities in order that their energies may be utilised in a positive way. The Council agreed to support the proposed Dispersal Order for the Skate Park.</p>	
<p><b>17. <u>To Decide Whether to Contribute Towards the Cost of The Alcohol Exclusion Zone Notices</u></b></p>	
<p>The Council agreed to contribute £500.00 towards the cost of the Alcohol Exclusion Zone notices.</p>	
<p><b>18. <u>To Decide Whether to Contribute towards Anti-Social Behaviour Reduction Measures off Hollands Road</u></b></p>	<p>Town Clerk to invite representative of Suffolk Police</p>
<p>The Council asked for a presentation at the next meeting of the Council before they decided whether to contribute towards anti-social behaviour reduction measures off Hollands Road.</p>	
<p><b>19. <u>To Decide Whether to Investigate Further the Funding of a Dedicated Police Community Support Officer</u></b></p>	
<p>The Council decided not to investigate further the funding of a dedicated Police Community Support Officer.</p>	
<p><b>20. <u>To Agree Further Action Following the Notification of Closure of Chalkstone Post Office</u></b></p>	<p>Town Clerk to write letter</p>
<p>The Council agreed to write opposing the proposed closure of Chalkstone Post Office.</p>	
<p><b>21. <u>To Review and Amend Standing Orders</u></b></p>	<p>Town Clerk to amend and re-issue</p>
<p>The Council reviewed and agreed to amend Standing Orders by varying Paragraph 42(e) to read:- “the membership of the Finance Committee shall be Town Mayor and Chairs of Committees plus such other members so as to reflect as near as possible the percentage of members affiliated to political parties or</p>	

groupings; for all other Committees the membership shall reflect as near as possible the percentage of members affiliated to political parties or groupings”

**22. To Review and Amend Financial Regulations**

The Council reviewed and agreed to amend Financial Regulations by changing paragraph 5.3 of Financial Regulations be amended to read:-  
“Cheques drawn on the bank account in accordance with the schedule referred to in the previous paragraph shall be signed by two of the following Members:

Mayor, Chair of Finance Committee, Chair of Planning Committee, Chair of Leisure & Arts Committee, Chair of Community First Committee, Chair of Appeals Committee, or any other Member of the Finance Committee”

Town Clerk to amend and re-issue

**23. Correspondence**

There were no items of correspondence to consider.

**24. To authorise payments.**

The Council authorised the following cheque lists:-

Date	Cheque No.s	Value
15.04.08	003863 - 003873	£37,833.06
22.04.08	003874 – 003901	£75,495.45

**25. To receive urgent correspondence**

a) St Edmundsbury Borough Council – Consultation by BT Regarding Removal of Payphone, Chalkstone Way  
The Council agreed to consult with the Chalkstone Residents and Tenants Association on this matter.

Ward Members to raise with CATRA

**26. Closure**

The meeting was closed at 8.30 p.m.

**25. 26. Closure**