

Haverhill Town Council



HAVERHILL
TOWN COUNCIL

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Tuesday 26th April 2016 at 7.30pm at the Haverhill Arts Centre,
Haverhill, CB9 8AR

Present: Mayor Councillor B McLatchy
Deputy Mayor Councillor D Roach
Councillor A Bramwell
Councillor A Brown
Councillor J Burns
Councillor M Byrne
Councillor T Chivers
Councillor J Crooks
Councillor P Fox
Councillor Q Fox
Councillor P Hanlon
Councillor I McLatchy
Councillor B Robbins
Councillor C Turner
Councillor A Williams
Councillor W Yang

Apologies: County Councillor J Flood

Absent: None

In Attendance: Colin Poole (Town Clerk)

4 members of the public were present.

Welcome & Prayers:

Mayor B McLatchy welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded.

MINUTES

- | | | ACTION |
|---------------------------|--|---------------|
| C16
/059 | <u>Apologies for Absence</u>
County Councillor J Flood & Rev Canon Graham Owen. | |
| C16
/060 | <u>Declaration of Interests and requests for dispensation</u>
None. | |
| C16
/061 | <u>The minutes of the Full Council meeting held 18th April 2016</u>
The minutes were adopted as a true record of the meeting held 18 th April 2016.
RESOLVED | |
| C16
/062 | <u>Matters arising not on the agenda</u>
C16/024a) On The Spot Van – The Clerk reported that the Council had
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taken possession of the vehicle.

C16/026 Community Emergency Plan – The Clerk was asked to circulate the template prepared by the Office Apprentice so Councillors could see what actions were required to Create a complete plan.

C16/030 Haverhill Area Forum – Councillors approved the draft terms of reference and asked the Clerk to propose a date for the inaugural meeting. It was agreed that its effectiveness should be kept under review, in terms of feedback from those who attend and the levels of consensus that are reached.

C16/047 Ill-health Liability Insurance – The Clerk advised that he was working on securing a rebate from the Suffolk Pension Scheme in respect of insurance premiums paid since 2011.

C16/049c Emergency GP Appointments – The Clerk advised that the CCG and NHS England had agreed to attend the Council meeting on 21st June to explain what steps they were taking in addressing issues regarding access to healthcare in Haverhill and discuss the role the Town Council might play in addressing wellbeing, so that less people were seeking appointments in the first place.

CLERK

CLERK

**C16
/063** **Reports from the Police, borough and County Councillors and the PUBLIC FORUM**

a) There was no report from the Police. It was understood that the Police are not now going to be attending meetings, but that a report would be made available. The Clerk was asked to investigate how we were going to get these reports. It was also noted that the PCC had promised answers on how lost property would be handled and whether the front desk would be manned by volunteers from October.

b) The meeting received reports from County Councillors on issues pertinent to Haverhill and the Public Forum. See Appendix 1 for Details.

CLERK

**C16
/064** **Mayor's Thanksgiving Service**

The Mayor reminded Councillors that the Civic Thanksgiving Service was the following evening and asked that Councillors showed their support in attending.

**C16
/065** **Timetable for Annual Audit**

The meeting noted the 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

**C16
/066** **Dates for Outdoor Surgeries**

The meeting considered the proposed dates from the Leisure and Community Committee for this year's outdoor surgeries. Following amendment to avoid clashes with Borough meetings, the following dates were agreed:

Monday June 27th – Leiston Road shops – South Ward
Wednesday 29th – Strasbourg Square – East Ward
Wednesday July 6th – Brybank Road – West Ward
Wednesday July 13th – Chapple Drive – North Ward

All outdoor surgeries would commence at 6pm

- C16 /067** **Mayor's Report**
Mayor McLatchy read her report to the Council, on her work as Mayor during the last month. (see appendix 2)
- C16 /068** **Adoption of Committee Reports**
- a) Appeals Committee**
The Appeals Committee had not met since the last meeting.
- b) Finance Committee**
The Finance Committee had not met since the last meeting.
- c) Leisure and Community Committee**
It was proposed by Councillor M Byrne, seconded by Councillor A Brown, that the minutes of the meeting held on 8th March 2016 be adopted.
AGREED
- d) Personnel Committee**
The Personnel Committee had not met since the last meeting.
- e) Planning Committee**
It was proposed by Councillor P Fox, seconded by Councillor T Chivers, that the minutes of the meeting held on 18th April 2016 be adopted.
AGREED
Cllr D Roach advised that earth moving works on the haverhill Business Park site would commence in May.
- C16 /069** **Annual Town Meeting**
Members considered arrangements for the Annual Town Meeting: It was proposed by Councillor D Roach, seconded by Councillor A Brown, that the Mayor's Excellence Awards be presented during the Town Meeting.
RESOLVED
The Samuel Ward Choir will be invited to sing. A group photo of the Council for 2015/16 will be obtained.
- C16 /070** **Authorisation of payments**
It was proposed by Councillor J Burns, seconded by Councillor Q Fox, that payments for cheques 11270 - 11335 totalling £81,527.13 be authorised.
RESOLVED
- C16 /071** **Annual meeting of the Town Council**
Councillors agreed to discuss this matter in an informal session after the end of the meeting, to allow free discussion on who may be proposed for the role of Mayor, Deputy Mayor and Chairs/Vice Chairs of committees.
AGREED
- C16 /072** **Exclusion of press and Public**
It was proposed by Councillor D Roach, seconded by Councillor M Byrne, 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.
RESOLVED

C16 Staffing Matters

/073

- a) The Clerk advised that the new contracts were ready for distribution to the staff, which would trigger a 28 day consultation period during which staff could either sign the contracts or raise questions individually.
- b) Cllr M Byrne, as Chair of Personnel Committee commended the new contracts to the Council as offering good terms and conditions and was happy to propose the contracts be issued. Cllr C Turner seconded this.

RESOLVED

CLERK

C16 Date of next Meeting:

/074

The next meeting will be held on April 17th at 7.30pm, following the Annual Town Meeting.

C16 Closure

/075

The Chairman declared the meeting closed at 8:17pm.

Signed

Chairman

Date.....

Appendix 1

Reports from the Police, District/County Councillors on issues pertinent to Haverhill and the Public Forum.

Councillor P Fox - Borough

1 – Had received notification from the Borough that the transfer of the Leiston Centre was imminent. The Clerk confirmed this was believed to be the case.

Councillor J Flood – County

Councillor Flood sent his apologies and the following report:

1. At Dunsey Wood and Spindle Road there will soon be footway improvements and a tactile crossing, paid for from my Highways budget.
2. A dropped kerb and tactile crossing on Eastern Ave.
(Both of these are to improve safety for sight-impaired residents and improve access for baby buggies, mobility scooters, wheelchairs etc. It's part of my long term plan to improve footway access for all users of small-wheeled vehicles.)
3. Looking at a parking problem by an HGV in North Ward

Councillor T Brown - County

Councillor Brown gave the following report:

1. A second VAS has been in action in and around Haverhill.

No member of the Public wished to speak during the Forum.

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Appendix 2

Mayors report from March 23rd to April 26th 2016.

On the 23rd March I attended the Haverhill Heroes Community Awards; this was held in the Art's Centre and was a fantastic evening. The programme was quite comprehensive and the evening was rather like being at a major film festival, they even gave out goody bags of local made produce and the students made a wonderful job of the whole thing. The main items were of course the awards and it again highlighted just how many people in Haverhill are actively helping others we truly have a great community spirit in this area.

The following evening we attended the Samuel Ward Academy for an evening of Disco Inferno, to be honest I did not know what to expect but was enthralled by the talent in this show, it was like watching the cast of fame, they had a huge cast and everyone put their utmost into it, they also had me on my feet joining in, the special effects on stage were amazing and you would not get any better in a West End show.

On the 9th of April I supported the Haverhill Market event, this consisted of a World Food Market and also a table top sale aimed at youngsters to enable them to sell unwanted goods to make some money for themselves. The event was very successful and Sharon Fairweather is working very hard to improve the market which I believe to be one of Haverhill's best assets.

On the 10th of April we had a double bill of duties, first at Needham Market for a parish event, then on to Woodbridge for a Thanksgiving Service

On the 17th of April we attended a fabulous evening of yet more Haverhill musical talent, this time it was by our terrific Choral Society and it was an evening of Gilbert and Sullivan, I have been a fan of the Doyle Carte Opera company for years and I can tell you that the performance put on that evening was comparable to any that you would see in a London theatre. Our very own David Hart put on an amazing performance, he made me feel hoarse just listening to him, and yet he looks so quiet.

On the 19th we attended the Inspire group to give out certificates, they are part of the Princes Trust and do terrific work with our local youngsters; you cannot fail to be impressed with what they achieve when listening to the personal stories of the youngsters helped by this scheme.

On the 23rd we dropped in on our Salvation Army, they were fund-raising by putting on a valuation of antiques day, this is a group that do a lot of work helping people in need, not just for food but for moral welfare too. They could seriously do with some help, I am going to help them through my locality budget, in particular I want to support the Christmas Day Lunch they give. Every year they give up Christmas Day for local people who would be alone on this day and I am rather hoping that some councillors will join me in offering some of their locality budget to them.

On Sunday the 24th we attended the Annual Church service of the Sudbury District Scouts Council. There were nearly seven hundred youngsters there and it highlighted just how many groups there are within the movement I was delighted to see people from Haverhill there and also collecting awards. It was a lovely service and a joy to see so many young people involved.

End of report.