

# Haverhill Town Council



**HAVERHILL**  
TOWN COUNCIL

## Minutes of a Meeting of Haverhill Town Council's

### FULL COUNCIL

Held on Tuesday 22<sup>nd</sup> November 2016 at 7.00pm at the Haverhill Arts Centre,  
Haverhill, CB9 8AR

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

**Apologies:** Deputy Mayor Councillor P Fox  
Councillor T Chivers  
Councillor C Turner

**Absent:** None

**In Attendance:** Colin Poole (Town Clerk)  
Borough Councillor M Marks

3 members of the public were present.

### Welcome & Prayers:

Mayor D Roach welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded. Rev Canon Graham Owen led Prayers.

### MINUTES

- |                           |                                                                                                                                                                                                                                                                                           |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>C16</b><br><b>/173</b> | <b><u>Apologies for Absence</u></b><br>The above apologies were noted. County Councillor J Flood had also sent his apologies.                                                                                                                                                             |
| <b>C16</b><br><b>/174</b> | <b><u>Declaration of Interests and requests for dispensation</u></b><br>None.                                                                                                                                                                                                             |
| <b>C16</b><br><b>/175</b> | <b><u>The minutes of the Full Council meeting held 18<sup>th</sup> October 2016</u></b><br>It was proposed by Councillor A Williams, seconded by Councillor B McLatchy that the minutes of the meeting held 18 <sup>th</sup> October 2016 be adopted as a true record.<br><b>RESOLVED</b> |

### ACTION

Haverhill Town Council adopted the General Power of Competence on May 18<sup>th</sup> 2015. All decisions are taken using that power unless otherwise stated.

- C16**      **Matters arising not on the agenda**  
**/176**      a) **C16/144d NHS Cuts & Support for Stroke Group** – The Clerk advised that subsequent to the last meeting the CCG have confirmed that there are no planned cuts for Stroke Services.

**C16**      **Reports from the Police, borough and County Councillors and the**  
**/177**      **PUBLIC FORUM**

The Clerk tabled the SNT report.

- a) Councillor Brown referred to the recent fire at the Atterton and Ellis site. He requested that the media, in covering this story, ask the public to report to the Police straightway any signs of break-ins to empty property, using 101. Councillor P Hanlon echoed this request, extending it to apply to any potential criminal activity, no matter how small a detail it seems, as it may be the jigsaw piece the police need.
- b) The meeting received reports from County Councillors on issues pertinent to Haverhill. See Appendix 1 for details.
- c) The meeting received reports from Borough Councillors on issues pertinent to Haverhill. See Appendix 1 for details.
- d) Public Forum – See Appendix 1 for details.

**C16**      **Insurances**

- /178**      The Clerk reported that he had met with the insurers and confirmed the amendments and updates provided by the Arts and Leisure Manager. It was proposed by Councillor A Brown, seconded by Councillor I McLatchy, that the Council were satisfied that the insurance cover for the Council was adequate for its needs and that the three insurance premiums be approved.  
**RESOLVED**

**C16**      **Mayor's Report**

- /179**      a) Mayor Roach read his report to the Council, on his work as Mayor during the last month. (see appendix 2)

**C16**      **ONE Haverhill Partnership**

- /180**      The Partnership Board had not met since the last meeting of the Council. However, work on the business strategy had continued in the working groups and through officers meeting. This included meetings exploring the possibility of bringing the "Beat the Street" initiative to Haverhill, looking at walking routes and signposting, plus work around the impact of HMOs in town. Councillor T Brown agreed that improving pedestrian signposting around town, similar to the finger posts in towns such as Sudbury, was important. Mayor Roach highlighted that there was a local company that made this sort of sign.
- The Clerk had also met with the Environment Agency to begin discussions on how the Stour Brook setting could be improved as both a visual amenity and a leisure walking route, without compromising its role as a flood protection asset. In answer to a question, the Clerk suggested the actual works would most likely be the main project developer's responsibility.
- The second Haverhill Apprentice of the year awards had been held at Sanofi on Friday 18<sup>th</sup> November. This event was well-attended and Sanofi had done a great job as sponsoring host. West Suffolk College had also sponsored the prize for Apprentice of the Year. The Council noted that Karen Chapple's work in creating the placements and assisting young people into apprenticeships was at the root of these awards.
- Mayor Roach advised that the last round of ONE Haverhill Partnership grant awards had been made.

**C16**      **Adoption of Committee Reports**

**/181**

**a) Appeals Committee**

The Appeals Committee had not met since the last meeting.

**b) Finance Committee**

It was proposed by Councillor P Hanlon, seconded by Councillor J Burns, that the minutes of the meeting held 15<sup>th</sup> November 2016 be adopted.

**RESOLVED**

**c) Leisure and Community Committee**

It was proposed by Councillor A Williams, seconded by Councillor J Burns, that the minutes of the meeting held 8<sup>th</sup> November 2016 be adopted.

**RESOLVED**

**d) Personnel Committee**

It was proposed by Councillor B McLatchy, seconded by Councillor J Burns, that approval of the minutes of the meeting held 20<sup>th</sup> October 2016 be deferred to the December meeting.

**RESOLVED**

**e) Planning Committee**

It was proposed by Councillor J Burns, seconded by Councillor I McLatchy, that the minutes of the meeting held 26<sup>th</sup> September and 8<sup>th</sup> November 2016 be adopted.

**RESOLVED**

Councillor J Burns advised that the recent public meeting concerning the redevelopment of the Vixen public house had seen the proposals welcomed by those present.

**C16**      **Planning Committee Vacancy**

**/182**

a) The meeting noted that Councillor T Chivers had stepped down from his role as Vice-Chair of the Planning Committee and resigned the committee.

b) It was proposed by Councillor J Crooks, seconded by Councillor B Robbins, that Councillor be appointed to the Planning Committee.

**RESOLVED**

c) It was proposed by Councillor A Williams, seconded by Councillor B Robbins, that Councillor be appointed as Vice-Chair of the Planning Committee.

**RESOLVED**

**C16**      **Authorisation of payments**

**/183**

It was proposed by Councillor B McLatchy, seconded by Councillor J Burns, that the listed payments totalling £110,554.94 be authorised.

**RESOLVED**

**C16**      **Budget 2017/18**

**/184**

The Clerk updated the meeting on the progress the Finance Committee had made in reviewing the first draft of the budget for 2017/18. Until the outcome of the government's consideration of whether to impose referendums on precept increases was known, there was no benefit in debating potential figures. It was hoped more would be known in time for the December meeting.

**C16**      **Urgent Correspondence**

**/185**

Councillor reported that.

C16  
/186

**Signage for the Arts Centre**

The Clerk advised that he had received a second set of quotes for a digital display outside the Arts Centre. Costs were broadly in line with the quotes received earlier this year but the company was a specialist and the difference in quality of the offer was very clear. The average return on investment was 3 years, through sale of advertising.

- a) It was proposed by Councillor M Byrne, seconded by Councillor J Burns, to approve a budget of £25,000 and to delegate responsibility for investigating implementation and potential alternative funding sources to the Arts & Leisure Working group set up by the Leisure and Community Committee. Any final decision is to be made by Full Council.

**RESOLVED**

- b) The Clerk advised that improving public awareness of walking routes through town had been identified in the emerging ONE Haverhill business strategy as part of the wellbeing agenda, getting people out of their cars and walking. This would provide a much-needed opportunity to better signpost the Arts Centre, as discussed at C16/180 above.
- c) The Clerk advised that he was awaiting local quotes on the construction and supply of new notice boards as provided for within the 2016/17 annual budget.
- d) Councillor B McLatchy suggested that a CB9 sculpture sited in Wrattling Road would be a great emblematic welcome to the town centre from the north and east.

CLERK

C16  
/187

**Exclusion of press and Public**

It was proposed by Councillor J Burns, seconded by Councillor I McLatchy, 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 sensitivity.

**RESOLVED**

C16  
/188

**Report from Corn Exchange Working Party**

- a) The Clerk updated Councillors on the current state of progress.
- b) It was proposed by Councillor A Williams, seconded by Councillor J Crooks, that the council continue to progress this matter.

C16  
/189

**Date of next Meeting**

The next meeting will be held on 13<sup>th</sup> December 2016 at 7:00pm, to be followed by a Haverhill Community Trust meeting.

C16  
/190

**Closure**

The Chairman declared the meeting closed at 20:42.

Signed .....  
**Chairman**

Date.....

## Appendix 1

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

### 5b) County Councillors reports:

Councillor J Flood gave the following report:

- a) Dropped kerbs. I have left access forms in the library, Burton Centre, Shopmobility and the Arts Centre. The Haverhill Mobility Centre will also have some. Could I ask councillors to please let residents know. This will take a long time to sort out, but if we don't start and pull together it will never get done. My intention is to collate the responses after Christmas and try to give Highways enough work to make it worthwhile sending a team for a couple of days.
- b) I have sent you an email which explains the bus shelter situation -- the usual responsibility bag of worms we see so often. Could I ask one of our borough councillors to please approach the appropriate bit of the bureaucracy to get the seat in the Sainsbury shelter? If my highway budget is allowed to pay for that it will be available.
- c) Road adoption -- another email you will have seen. At last we see some movement, even if it's just a tiny, tiny movement.
- d) A town councillor asked me to deliver some papers relating to an accident with a drain cover. I handed them over face to face to the legal team at SCC, the first set having been lost, but I have heard nothing. Has the resident had a reply -- if not I'll chase it up.
- e) A resident had a fall caused by the pavement outside Holland and Barratt. I reported it personally to the team in WSH, checked later and found the job had been cleared even though it's still in as bad a state. Amanda Mays of Highways is being very helpful and is trying to find a way to get it repaired, even though it does not meet their criteria. The difficulty is that the slabs have to stand 2cm proud before they are considered to be a hazard. If you pleaded that in a H&S tribunal you would be rightly castigated, but Highways are apparently not subject to Health and Safety legislation. Could the town look at it and check to see if the handyman is permitted to carry out some sort of holding repair? The Clerk advised that this was not within our remit.
- f) Councillors discussed their concerns regarding the yellow box markings outside the fire station in Eringshausen Way were now very faded and being ignored. The Clerk would report this. **ACTION: CLERK**

Councillor Burns gave the following report:

- a) I've been working with SCC Street Lighting to fix the lights in/around Tesco/Cangle Junction. The road, lights and infrastructure are still owned by Tesco and have never been adopted. SCC are invoking the bond that was made at the time of the development to ensure the costs are recovered. This includes the damage done recently by a vehicle hitting the central reservation at bottom of Wrattling Road.
- b) Next Monday we are having a meeting with the CEO of St. Nicholas Hospice Care, and others, regarding the conversion of the meeting room to a retail unit for use by them as a following up to their appeal against the decision to not allow the conversion. There are some questions over the moving of the existing users upstairs, and a rent increase, which will all be the subject of discussion and reported back to the SCC property management committee by officers for consideration.  
Councillor M Byrne expressed concern on behalf of community organisations who had contacted her, who cannot afford the intended increase in charges.
- c) The pothole in Withersfield Road, due to be fixed last Friday, has now been scheduled for this Thursday due to it not being a standard pothole but in a drain gully. It requires different equipment.
- d) The white lining of the zebra crossing outside the Corn Exchange is due to be carried out at same time as a new disabled bay is painted outside #36 Crowland Road; hopefully shortly.

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- e) We have been raising our concerns with SCC regarding the HWRC in Chalkstone Way. We are looking for some sort of commitment over noise, times, access for residents and, long term, moving to a more sensible position.  
Councillor A Brown, in his capacity as a County Councillor, has invited the portfolio holder to meet him at the site.
- f) I'm currently trying to get some sort of agreement to purchase a covert VAS for use where the LED version is too big to be installed. This will be used in those locations where residents claim there is speeding and used to gauge whether there is a really a problem. It can also be used in higher speed areas, such as the bypass, as no speed indication.
- g) This Friday we are having a meeting with Bidwell's regarding an apparent lack of action and cooperation by SCC Highways over the transport infrastructure on the Great Wilsey development.
- h) St. Felix Academy has recently taken out a 125 year lease of the playing field next to the school.

Councillor A Brown gave the following report:

Councillor Brown advised that he has requested a traffic island protected crossing be installed in Coupals Road, where the 85<sup>th</sup> percentile speed is in excess of 35mph and crossing the road for pedestrians is dangerous.

### **5c) Borough Councillors reports:**

Councillor J Burns gave the following report:

I am meeting with the SEBC parking manager this Thursday to analyse the data collected since the changes were made to the parking procedures in Haverhill last April and the effect the changes may have had elsewhere particularly on side streets.

- b) We are seeking another meeting with the HCSA regarding parking following feedback from SEBC as to the likely cost of extending the existing car park.
- c) I have been dealing with a Havebury leasehold resident who is being charged for "fly tipping" in the communal bins outside his flat. At the moment, Havebury seem intransigent to the fact it is in the public arena and they are not directly responsible for what goes in the bins. Needless to say, I continue the fight.
- d) We continue to have discussions and major concerns regarding unregistered HMO's in the town. We are trying to get all interested parties together to make a coordinated effort to help the many vulnerable living in the properties as well as the many neighbours who have to put up with unsociable and illegal behaviour.
- e) I have been told the repairs to the Grade 2 listed Barclays Bank will now take place in 1<sup>st</sup> quarter 2017. This includes replacement of the portico colonnades, repairs to the windows/door, the flat roof to the rear and the flank wall.
- f) The skip at end of Cornwallis Road has been reported to SCC via the Borough. This is apparently used by at least one resident of Abercorn Court and is unmarked as to the owner. The resident has been contacted by the Borough to have it removed and the area cleaned up. Enforcement action will be taken if nothing done particularly as there is a sign right next to it stating "No Fly Tipping".
- g) I took film footage of both the BSE and Haverhill remembrance parades as well as the 11<sup>th</sup> November event outside St. Mary's Church and the commemoration event for the last day of the Somme on 18<sup>th</sup> November. All will be edited in due course and placed on YouTube for public viewing.

Mayor Roach reported that the recent St Edmundsbury Council meeting had voted in favour of exploring the opportunity for devolution for Suffolk, following the rejection of the Norfolk/Suffolk proposal by Kings Lynn Council.

### **5d) Public Forum:**

Mr Wendell thanked the Council for investigating the state of funding for the Stroke Association and was glad to hear that, for now at least, funding was safe.

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## **Appendix 2**

### **8a) Mayors report from October to November 2016.**

I have represented Haverhill at various events including the civic receptions for South Cambridgeshire, Forest Heath and the St Edmundbury's day dinner.

I was very fortunate to be able to attend as Mayor at the recent royal visit to Newmarket for the opening of the new horseracing heritage museum. Her Majesty the Queen opened the new facility and all of the Mayors of Suffolk were invited to attend. It was a really interesting day and a real privilege to be so close and see her love of horseracing at first hand.

I have had a busy period at the remembrance day events. Our branch of the Royal British Legion have worked hard to make our commemorations well attended. On 11/11 at 11 am in High Street a short ceremony was held which was well attended by veterans and members of the public. The High Street fell silent and there must have been hundreds of people taking part. I attended the borough ceremony in the Abbey Gardens in Bury on a very wet and cold Saturday afternoon laying a wreath on behalf of the town.

On Remembrance Sunday I attended the borough ceremony in the morning laying a wreath at the war memorial on Angel Hill then our own parade and ceremony at our war memorial in the afternoon, followed by a service in St Mary's church.

I also attended events marking the commemoration of the last day of the battle of the Somme in St Mary's churchyard, prior to the removal of our poppy wall.

I have been pleased to attend the Haverhill apprentice awards hosted by Sanofi.

I have also attended some of the town's entertainments. Centre Stage's production of Fame was brilliant as was the Haverhill Silver Band concert. There was also a very poignant show about the music of the first world war.

Can I remind everyone that our Christmas events are coming up starting on the 2<sup>nd</sup> December with late night shopping and fireworks.

Christmas markets over the weekend.

Our civic carol service is on 7<sup>th</sup> December at St Mary's church at 7pm. All are invited.