

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 23rd July 2018 at 7.05pm at the Haverhill Arts Centre,
Haverhill, CB9 8AR



HAVERHILL
TOWN COUNCIL

Present: Mayor Councillor A Brown
Deputy Mayor Councillor J Burns
Councillor A Bramwell
Councillor P Fox
Councillor Q Fox
Councillor P Hanlon
Councillor J Mason
Councillor D Roach
Councillor S Roach
Councillor L Smith
Councillor C Turner

Apologies: Councillor M Byrne
Councillor J Crooks
Councillor B Robbins
Councillor A Williams
Councillor W Yang

Absent: None

In Attendance: Councillor R Dicker, Forest Heath District Council
Colin Poole (Town Clerk)
Mr S Bryant – Haverhill First Responders
Mr K Jesson – Haverhill First Responders

3 members of the public were present.

Welcome:

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

Haverhill First Responders:

Messrs Bryant and Jesson spoke about the work of Haverhill First Responders. This was a group of volunteers who support the work of the Ambulance Service. They are not 'alternatives' sent to minor matters to save sending an ambulance. Their role is to get to major (999) incidents to deliver lifesaving support. Being local and in cars, they are usually first on the scene. On average they are attending one such emergency a day, every day. Their other role is the promotion of installation of CPAD defibrillators in public spaces. They fundraise for these. The difference getting a CPAD to a patient suffering a heart attack within a few minutes is to reverse a 94% chance of death into a 74% chance of survival. Mayor Brown thanked Mr Bryant and Mr Jesson for attending the meeting and for the great work they and their colleagues do in Haverhill.

MINUTES

ACTION

- C18 /123** **Apologies for Absence**
The above apologies were noted.
- C18 /124** **Declaration of Interests and requests for dispensation**
None.
- C18 /125** **The minutes of the Full Council meetings held 18th June 2018**
It was proposed by Councillor D Roach, seconded by Councillor J Burns that the minutes of the meetings held 18th June 2018 be adopted as a true record.
RESOLVED
- C18 /126** **Matters arising not on the agenda**
- a) C18/113 – Chalkstone Community Open Space: The Clerk advised that subsequent to the publication of the agenda he had met with Ben Pumfrey who agreed to produce some landscape plans.
- b) C18/116 – GDPR: It was proposed by Councillor C Turner, seconded by Councillor P Hanlon that this matter be deferred to the next meeting to allow Cllr J Burns more time to investigate options.
RESOLVED
- c) C18/116– ICO Registration: It was proposed by Councillor J Burns, seconded by Councillor Q Fox, that the Council registers the 8 Members who are not dual-hatters, with the ICO.
RESOLVED
The Clerk reminded Members that registration did not confer any immunity from compliance with the Data Protection Act and following good practice in respect of personal information was required.
- C18 /127** **Reports from the Police, borough and County Councillors and the PUBLIC FORUM**
- a) PC John Gerrish attended to introduce himself. He is Community Engagement Officer for Sudbury and Haverhill. His role is to be seen and spoken to, so the public see a police presence. His role is not to attend every Town Council meeting as a matter of course.
- i. Cllr Fox asked why statistics for violence and sexual assault were combined as this promoted fear of crime. Cllr J Burns advised that this was a Home Office decision.
- ii. Cllr P Hanlon expressed concern at the loss of PCSOs as a street presence to whom one could report crime. PC Gerrish advised that different methods were available, with Facebook Messaging proving very popular.
- iii. Cllr Q Fox asked about more SNT staff for Haverhill. PC Gerrish advised there were an extra 11 PCs, but that was across the whole SNT and across the full range of shifts.
- iv. It was proposed by Councillor C Turner, seconded by Councillor D Roach, that the Clerk write to the Police 2025 officer to advise that we could not consider the matter in the upcoming financial year as it would be for the new Council in May 2019 to consider. Also that the Home Office be written to in respect of the collation of crime statistics.
RESOLVED
- 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.

CLERK

C18 **Boundary Commission Consultation on West Suffolk Warding**
/128 The Meeting noted that the consultation document contained reference to eight parish wards rather than six coterminous with the district warding, which was our understanding of the proposal. The addition of two wards was unexplained within the documentation. It was proposed by Councillor C Turner, seconded by Councillor L Smith, that the Clerk contact the Boundary Commission and West Suffolk to gain understanding of this situation.

RESOLVED

It was agreed that if necessary the Chairman would call an extraordinary meeting in August to consider a response.

C18 **West Suffolk Consultation on Civic Leadership**
/129 It was proposed by Councillor J Burns, seconded by Councillor P Hanlon, that the Council responds to the consultation thus: The Town Council is in favour of a district council with a Chairman as the meeting considered that the term Borough applied more meaningfully to an urban area than a large rural District. Secondly, towns within the District can choose to style their Chairman as Mayor for ceremonial duties and having two Mayors confuses the situation. Finally, not deciding to become a Borough immediately means that future generations are free to decide the matter when the identity of the new West Suffolk Council area is better established.

RESOLVED

C18 **Mayor's Report**
/130 See Appendix 2.

C18 **ONE Haverhill Partnership**
/131 a) The meeting noted the content of the non-confidential minutes of the Board meeting held 21st June
b) It was proposed by Councillor C Turner, seconded by Councillor P Fox, that Members of the Town Council's Volunteering in Haverhill TAFF be nominated to join the emerging Volunteering Task Group with the aim of establishing a Haverhill Volunteer Centre.

RESOLVED

It was noted that baseline data needed to be collected to demonstrate the impact of opening a volunteer centre.

C18 **Adoption of Committee Reports**
/132 **a) Planning Committee**
It was proposed by Councillor P Hanlon, seconded by Councillor J Burns that the minutes of the meeting held 3rd July 2018 be adopted.

RESOLVED

b) Leisure and Community Committee

It was proposed by Councillor J Burns, seconded by Councillor P Fox that the minutes of the meeting held 10th July 2018 be adopted.

RESOLVED

C18 **Financial Matters**
/133 **a) Authorisation of payments**
It was proposed by Councillor D Roach, seconded by Councillor C Turner, that the listed payments totalling £97,025.08 be authorised.

RESOLVED

C18 **Matters as Trustee of Haverhill Community Trust**
/134 The Clerk updated the meeting on the Leiston Centre Social Room Community Kitchen project.

- a) It was proposed by Councillor D Roach, seconded by Councillor P Hanlon that delegated authority be given to the Clerk to authorise payments up to £10,000 in connection with this project to expedite works necessary for its timely delivery.

RESOLVED

- b) It was proposed by Councillor C Turner, seconded by Councillor P Hanlon, that Councillors P Fox and M Byrne be appointed as consultees to the Clerk prior to committing to such expenditure.

RESOLVED

C18 **Urgent Correspondence**

/135 None.

C18 **Date of Next Meeting**

/136 Monday 24th September 2018, notwithstanding any Extraordinary meeting called under C18/128.

C18 **Exclusion of press and Public**

/137 It was proposed by Councillor D Roach, seconded by Councillor Q Fox, 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 – Third party confidential information, commercial property and personnel matters.

RESOLVED

C18 **Arts Centre Development Group**

- /138**
- a) The Clerk advised that he is awaiting a draft report from Michael Holden in respect of the feasibility study into Arts provision for Haverhill.
- b) The Clerk passed on an update received from the purchaser of the Corn Exchange as to the ongoing progress of that transaction. The meeting asked for a watching brief to be maintained.

C18 **Personnel Matters**

/139 None.

C18 **ONE Haverhill Partnership**

/140 The meeting noted that the Ops Group were tasked by the ONE Haverhill Partnership Board to bring a draft amended Terms of Reference for the Ops Group, to bring clarity to its role. Currently it only had powers for day-to-day management of core activities for the purposes of maintaining the Partnership, but it was clear that the dynamics of ONE Haverhill required quick responses to make the most of opportunities on behalf of the town.

Councillors asked for transparent processes in place that the Ops Group could work within, without stifling the reactive creativity it had displayed for events like the High Sheriff's Garden Party for Volunteers.

Councillors asked that the amendments provide that:

- a) Where decisions normally reserved for the Board need to be made expeditiously, that a short briefing note should be urgently circulated to Board members advising that such a decision needs to be taken and the deadline by which a response is required.
- b) The Ops Group agenda is circulated to the Board as per the last meeting, which was useful.
- c) Consideration is made by the Board to nominate one or two

Councillors to the Ops Group so there are elected representatives involved.

In addition, clarification was requested that no existing OHP funds would be spent on the BID process, and that the income and costs for this were clearly identifiable in the accounts. The Clerk confirmed that his understanding was that such funds would not necessarily be passed across for the Council to hold, but if they were he would instruct the Finance Administrator to ensure they were identifiable.

C18 **Closure**
/141 The Chairman declared the meeting closed at 21:35pm.

Signed
Chairman

Date.....

Appendix 1

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

C18/127b) County Councillors' reports:

The Mayor thanked Councillors P&Q Fox for their informative newsletter.

Councillor D Roach gave the following report:

1. Echoed the Mayor's thanks for the Newsletter.
2. The crossing adjacent Lidl has been completed
3. He is attending a tour of Rougham Highways Service Centre. He invited other Councillors to submit questions/comments for him to pass on.

Councillor Q Fox gave the following report:

1. Layby on A10712 – Concern again that the existing lorry parking signage is not effective. He is chasing the replacement sign, due to be installed in August.

C18/127c) Borough Councillors' reports:

Councillor J Burns gave the following report:

- NW Haverhill: Enforcement action still ongoing regarding the removal of the hedgerow. Complaints from neighbours, regarding dust generation on the site. I continue to ensure that no work is undertaken that has not been agreed by conditions and to ensure the Borough consult fully before discharging those conditions.
- Atterton & Ellis (Ironworks): As the owners have not responded to the letter sent last month from the Borough, I have reminded them to see if they have any intention of continuing with the development options.
- Stour Brook: The Environment Agency removed their left-over materials and tidied up the site near to Nico's car wash. However, we now have a case of fly-tipping which has been reported (by Tony Brown).

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

- A retrospective planning application has been made for the Clerkins site in Hollands Road however many documents are missing so further information is being sought from the Borough planners. These include what happened to the asbestos and what they have done to ensure pollutants do not reach the Stour Brook.
- New security arrangements are in place at the old Woodlands Hotel site following two cases of tiles being stolen from the roof. The Borough has put the site up for sale but I (and others) have emphasised that housing is not considered to be an option despite the efforts of some Borough officers to bulldoze the site.
- We are still awaiting news of the enforcement action being taken against Sainsburys over the move of Argos into its building and the conditions that limit what can be sold. We are also still waiting for a meeting with Sainsburys over the traffic management changes they agreed to look at when approval was given to them for the reduction in car parking spaces.
- New policing plans for the county have been announced which will reduce the number of PCSO down by around 50% and increasing the number of officers by moving them from other areas of policing backfilling with civilian staff. Whilst the latter will help, we know from experience they are moved around the county/country as needs must so the local policing element will not be maintained. Some well-known and very knowledgeable faces from our PCSO community may well lose their jobs. We are already some 60% below strength in PCSO numbers. Some members may have recently received a letter from the Unison representative at the Constabulary.
- A reminder that the Chief Constable and the Police & Crime Commissioner will be on Haverhill Market on Friday 17th August between 11.30am and 1.30pm as part of their “On Tour” agenda across the whole county. I do hope as many people will be able to attend and ask questions about the new policing model.
- I filmed the recent PCC meeting in BSE which is available on my website (johnburns.com).
- Strasbourg Square recently had the pathways re-laid and now much better. We now await the maintenance of the planting itself.
- Vixen Site: Still awaiting to hear from developers who they applied to for a stopping up order.
- I am part of a working party undertaking a review of the Garden Waste (Brown Bin) scheme. We have met once so far to scope out the work involved. If you have any comments on the scheme, please let me know ASAP.
- As mentioned on social media, the “Oasis Shopping” bus will be on the Market Square from this Saturday (28th) until Thursday 2nd August. Whilst it will take orders/sell clothes its primary purpose is to gather market research material to see whether opening of a permanent shop in the town would be beneficial. Residents are encouraged to pop along and give their opinions – no compulsion to even like their clothes. This is the sole initiative of Steve Hopkins, the market inspector and facilitated by Borough Markets.
- Coincidentally, the Select clothing shops closes on 27th July. It is rumoured “The Works” shop may be moving in to replace it but nothing yet confirmed.
- I continue to push the Borough over an arbitrary decision to ban stalls for political parties, outside the Purdah periods, from all markets despite no discussion by Councillors. If no answer soon I will escalate to the CEO as my personal view is that the banning decision taken is wrong.
- I helped out recently at the Armed Forces Day, the Historical Vehicle rally and for a few hours on the Haverhill Show. All were well organised, and I thoroughly enjoyed it despite the heat. I look forward to future events where I will be assisting starting with the Big Day Out this Wednesday. Others are welcome to volunteer by contacting Nick Keeble as we should not be relying on paid staff all the time.
- I have recently represented the TC at the Sunset Ceremony in BSE and Civic function in Felixstowe. I look forward to an event at the Burton Centre this Saturday afternoon where St.

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Nicholas Hospice will be celebrating one year since they opened their new shop in the centre.

- A reminder that the Pim:Jam Festival takes place this Saturday (28th July) at the Rose & Crown Hotel. This is in memory of a young person who lost their life in a car accident in 2013. Many local and small bands will be playing raising funds for the Suffolk Accident & Rescue Service (SARS) who attended the accident. I am one of the main sponsors, so this is an open plug to come along & support this event if you like music. Starts at noon until late.

Cllr A Brown gave the following report:

1. He attended a meeting regarding youth football and provision for a 'splashpad'.
2. He had reported the state of the zebra crossing in Coupals Road

C18/106d The Public

Mr D Smith gave a report on behalf of the Haverhill South People's Forum. They have launched their community fund for £500 grants towards smaller projects to improve communal areas. These proposals must benefit the South Ward and come from residents. Application is via the website.

Resident: When is the scanner going to arrive, that was fundraised-for by ex-Councillor Betty McLatchy? The Clerk advised that he had chased this at the end of June and the delay was caused by difficulties in recruitment and IT, which the NHS hoped to resolve over the summer.

Appendix 2

C18/130 Mayors report for July 2018.

Mayor A Brown advised he had attended event in the town including Armed Forces Day – the Pipe and Drum band were fantastic. He congratulated the Arts & Leisure Manager, Nick Keeble, on a great find. The Mayor also attended the Historic Vehicle Rally and enjoyed the open-top bus ride on a glorious summers day, He thanked the Deputy Mayor for stepping in to attend beating the Retreat of the Royal Anglian Regiment in his absence.