

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

LEISURE & COMMUNITY COMMITTEE

Held on Tuesday 8th September at 8.08pm at the Leiston Community Centre, Haverhill



HAVERHILL
TOWN COUNCIL

Present: Mayor Councillor B McLatchy
Councillor J Burns (Vice-Chairman)
Councillor M Byrne
Councillor P Fox
Councillor P Hanlon
Councillor A Williams

Apologies: Councillor A Brown – On holiday

Absent: Councillor W Yang

In Attendance: Councillor J Crooks
Councillor B Robbins
Councillor I McLatchy
Colin Poole (Town Clerk)
Nick Keeble (Arts and Leisure Manager)

8 members of the public were present.

Welcome:

The mayor welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded.

MINUTES

LC15 /046 Apologies for Absence
The above apology was noted.

LC15 /047 Declarations of Interest and requests for Dispensations
None.

LC15 /048 Minutes of the Last Meeting
The minutes of the meeting held on 5th May 2015 were agreed as a true record.

LC15 /049 Matters Arising
LC15/042 Public Sports Facilities. The Clerk reported that he had worked with the Haverhill Weekly News as requested. The subsequent article had generated several comments from the public and meetings with providers. The

ACTION

Clerk reported that the leisure centre is often operating at capacity already and that participants in minority sports such as martial arts found it hard to secure a suitable location for regular meetings. This meant people were travelling far out of the area – to Cambridge and Colchester, to play sport. There was a need for greater capacity. He noted that New Croft had space to expand.

Councillors noted the report.

LC15 Public Forum

/050 No member of the public wished to speak.

LC15 Proposed Haverhill Pump Track, Greenfields Way

/051 Mr Jon Easton from Community Action Suffolk introduced members of the residents committee who were co-ordinating the People's Heath Trust funded work in South Haverhill. They provided a video and spoken presentation and answered Councillor's questions on the pump track and the role they were hoping the Town Council would play.

The Clerk advised that the role of Custodian Lessee was to be the legal body which was the named leaseholder, whilst a management committee of volunteers present at the meeting would have the responsibility for the safety and security of the site and operations therein.

The risk to the Council was therefore limited. However, if the management committee folded (albeit an unlikely scenario) and no successor community group came forward to manage the pump track, responsibility for the site would fall back on the Town Council, unless it gave up the lease at that point.

Councillor M Byrne stated she was proud that this project was in her ward and congratulated the residents. She felt it was something HTC should take on. Various Councillors and the Mayor echoed these comments.

It was proposed by Councillor P Hanlon, seconded by Councillor M Byrne that the Committee recommends to Full Council that, subject to lease details, the Town Council agrees to act as Custodian Lessee.

RESOLVED

LC15 Signage for Arts Centre, Bevan House and the Leiston Centre

/052 The Clerk advised that he had received a quote of £30,000 for digital signage and displays to replace the "Spaceship" and provide a sign in the brick planter adjacent the steps to the Arts Centre. These would allow much better advertising of all the events and entertainment at the Centre, rather than just static posters of films. However, he observed that this was very expensive. He would seek additional quotes to put this one in context.

Signage requirements for Bevan House could not be considered until its future use, if any, was agreed and the Leiston Centre was not yet ours.

LC15 Commonwealth Day 2016/Fly a Flag for Commonwealth Day

/053 Councillor J Crooks asked that the Council take up the sponsorship offer from Norfolk and Waveney Enterprise Services and fly the Commonwealth Flag on 14th March 2016. Mr Keeble advised that the flagpole on the St Mary's Church Tower belonged to the Town Council and could be used for this purpose. It was proposed by Councillor J Burns, seconded by Councillor P Hanlon, that

Clerk

the offer be taken up and the flag flown.

RESOLVED

LC15 **Determination of current grant applications**

/053 The Committee determined the following grants

- a) **Leading Lives in partnership with Phoenix Rising - £500** to enable them to work with the Arts Centre to increase opportunities to gain knowledge of the Arts by developing a monthly autism-friendly cinema club, film-making club and drama club. Proposed by Councillor M Byrne, seconded by Councillor P Hanlon, the Committee **RESOLVED** to approve this request.
- b) **St Nicholas Hospice - £500** to cover the costs of the St John's Ambulance medical cover for the Haversports Fun Run. The Committee heard that this fun run currently only appeared to have five participants and, whilst the application did not say so, it appeared this bid was also to cover the half marathon following the fun run, which was a pay-to-enter event. The meeting was uncomfortable with the recipient of planned fundraising apparently applying for funding to pay the costs of the third-party running the event. The Committee felt this was an unnecessarily elaborate way to give £500 to the hospice and as the event made a surplus to present to the hospice, it could simply present a smaller surplus. Councillors J Burns, M Byrne and P Hanlon declared their intention to abstain from any vote given their discomfort with the application. It was proposed by Councillor P Fox, seconded by Councillor A Williams, that the application be refused.

RESOLVED

The meeting noted that if the organisers of the Fun Run/half marathon wanted financial backing for the event in the future they should approach the council themselves.

- c) **Suffolk Family Carers - £939.47** towards enabling local the family carers group to meet for the purpose of mutual support and careering break. Proposed by Councillor P Hanlon, seconded by Councillor A Williams, the committee **RESOLVED** to approve this request. The Committee voiced its disappointment that social care funding for this important activity had been cut and hoped that alternative long-term solutions could be found.

LC15 **Reports from Grant Recipients**

/055 Mr Greg Street had provided an update on the progress of the Haverhill Cricket Club securing tenure over their additional ground at Calford Green. Legal matters were progressing satisfactorily and it was hoped the conditions for release of the grant would be fulfilled by the autumn.

LC15 **Report on past and future Arts Centre and leisure activities**

/056 a) The Arts and Leisure Manager's report was tabled. (see Appendix 1).

b) The committee welcomed the proposals for refurbishment as the lighting really does need to be improved, so more people would use it for events.

c) Councillor J Burns asked that the catering at tribute nights be reviewed, as the prices being charged by the sole outlet on the square were very expensive. Mr Keeble agreed to review how this is provided, in time for future events.

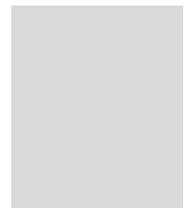
**Arts &
Leisure
Manager**

LC15 Date of Next Meeting

/057 It was noted that the next meeting would be held on 10th November 2015.

LC15 Closure

/058 The meeting was declared closed at 9:32pm.



Signed
Chairman

Date

Appendix 1

Arts & Leisure Report for meeting on 8 September 2015



SUMMER IN HAVERHILL 2015

We moved outside for the majority of the summer to deliver the programme of large scale outdoor events.

The majority of the events took place while the weather was good and were well received by the public. There were many compliments about the amount of good quality free entertainment that is put on by the Town Council and people feel lucky to have this provided.

We received good support for all of the events.

Attendances at major events

| | |
|-----------------|------|
| Transport Rally | 1500 |
| Summer Bash | 5000 |
| Big Day Out | 2000 |



| | |
|--------------------|------|
| Tribute Night | 2500 |
| Chalkstone Fun Day | 950 |
| Picnic in the park | 1150 |
| Parkway Fun Day | 1000 |
| Tribute Night | 2000 |



HALLOWEEN TRAIL /WINTER IN HAVERHILL

Plans are in development for the Halloween Trail (Friday 30 October) and the winter programme. Further details at the next Leisure meeting. The new Christmas Lights Scheme has been ordered.

ARTS CENTRE PROGRAMME



While July/August cinema was sporadic and slow, in general, cinema admissions remain strong. The next event cinema programme includes David Suchet in The Importance of being Earnest, Benedict Cumberbatch in Macbeth and Roger Waters The Wall.

Presales of pantomime tickets are 50% higher than they were at this time last year

Nick Keeble September 2015.

Arts Centre refurbishment Update

Councillors will be aware that we are currently undertaking work to obtain costings for an extensive refurbishment of parts of the Arts Centre. Part of the work is replacement of aging failing technical equipment and part is to upgrade the decoration and upgrade resources.

House Lighting / Main Hall lighting

The house lighting system in the main hall has been failing for some years and is currently working at less than 50% of capacity. It has never provided a suitable coverage to act as general lighting for hire events. The system is more than 20 years old and cannot be repaired. We are currently sourcing a suitable system to act as house light and general lighting that can be installed while maintaining the architectural integrity of the building. This is specialist equipment. We will acquire a system that is adaptable, energy efficient and provides a pleasing customer experience at events.

Auditorium PA

Following the installation of the digital projector, we have completed the replacement of the surround sound system and are now moving on to the main PA system. Since we took on the Centre, we have been working with two separate PA systems for Live Sound and Cinema. Parts of both systems are beginning to fail and the current cinema speakers are not up to the standard of the digital sound that we need to produce. Much of the live sound equipment was installed second hand between 10 and 20 years ago.

We are obtaining quotes to fit an integrated system that will better cope with the demands of live and cinema sound whilst retaining the excellent acoustic qualities of the auditorium.

Café

We are exploring options to replace the furniture in the café, redecorate the walls and install new lighting. The furniture is gradually wearing out and we have had to throw away some chairs that are no longer suitable to sit on. We are also looking at installing an area suitable for internet and as well as exploring some new menu options.

Studio

We are currently costing up a redecoration and refurbishment of the studio. This will include new flooring and the installation of a fixed projector, sound system and a roll down screen. The walls will be redecorated and we are also looking at costs of improving the acoustics and soundproofing of the room.

Bar

The bar has not been decorated for 9 years. We also now use this as a hire space. We are looking at redecorating and incorporating new lighting.

In view of the extensive works that are needing to be carried out, we are looking at closing the building to the public in the New Year to carry out the majority of the works and reopening for the Centre Stage pantomime in mid January.

Operations Manager Gary Wilson is talking with West Suffolk College regarding involving students on their MA Interior Design course who will work on to produce a brief for the café, bar and studio.

Ben Prickett, Assistant Technical Officer, who is acting up while Dylan Mills is off sick has been leading on the specification and sourcing of the technical equipment and has been complimented on the background material that he has prepared for companies to consider.