

Haverhill Town Council



HAVERHILL
TOWN COUNCIL

Minutes of a Meeting of Haverhill Town Council's

LEISURE & COMMUNITY COMMITTEE

Held on Tuesday 17th January 2017 at 7.45pm at Haverhill Arts Centre, Haverhill

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

Apologies: Councillor W Yang

Absent: None

In Attendance: Colin Poole (Town Clerk)
Nick Keeble (Arts and Leisure Manager)

10 members of the public were present.

Welcome:

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

MINUTES

LC17 /001 Apologies for Absence
The above apology was noted.

LC17 /002 Declarations of Interest and requests for Dispensations

Cllr A Brown Cllr J Burns	Non-Pecuniary Interest:	Stepping Stones Application as they have provided funding from their locality budget.
Cllr M Byrne	Non-Pecuniary Interest:	Family History Group as was interviewed as part of the Oral History Project.
Cllr J Burns		Family History Group as funded a previous project from locality budget.

ACTION

LC17 Minutes of the Last Meeting

/003 It was proposed by Councillor P Hanlon, seconded by Councillor D Roach, that the minutes of the meeting held on 8th November 2016 be agreed as a true record.

RESOLVED

LC17 Matters Arising

/004 There were no matters arising.

LC17 Report on past and future Arts Centre and leisure activities

/005 The Arts and Leisure Manager tabled a report. See appendix 2. In addition:

- a) The donation collection points for the fireworks event will be reviewed.
- b) Nick is meeting with the St Edmundsbury Market Development officer to review the effectiveness of the continental market in Queen Street.
- c) Nick will look at involving community groups/schools in the Christmas lights switch-on.
- d) Two emails expressing thanks/enjoyment for the panto had been received.

LC17 Public Forum

/006 Mr Brian Thompson spoke about the Haverhill at Work project for which they had applied for funding.
St Edmundsbury Councillor Margaret marks spoke about the work of Stepping Stones and explained the background to the formation of the CIC, the new accommodation and their need for financial support.

LC17 Determination of current grant applications

/007 The Committee determined the following grants

Organisation Name	Purpose of funding	Amount Requested	History of Previous HTC Grant Awards	Award Decision
Family History Group	Seeking funds to help conclude the "Haverhill at work" project	£450	2015 - £300	£450 funding was approved.
Stepping Stones Childcare and Education CIC	New community interest (not for profit) company wishing to purchase a printer and hand dryers	£954.40	-	£954.40 funding was approved. The Meeting noted that the decision was based on it being a not-for-profit company.

LC17 Commemoration of the end of World War 1

/008 It was proposed by Councillor D Roach, seconded by Councillor B McLatchy that the council commits to taking part in the national beacon-lighting event at 7pm on 11/11/18, being the 100th anniversary of the armistice.

RESOLVED

Councillors J Burns highlighted that the anniversary of the battle of

Passchendaele was later this year.

- LC17 /009** **Community Ambassador's Report**
The Clerk advised that the Community Ambassadors calendar of litter pick events was coming together, with Tesco hosting a litter pick on 15/17 February and Castle Manor 2nd March.

- LC17 /010** **Parish Handyman Report**
The meeting accepted the report of the Parish Handyman, noting the wide range of works he had undertaken.
See Appendix 2

- LC17 /011** **Youth Strategy Report**
The meeting accepted the report on the Youth Strategy.
See appendix 2

- LC17 /012** **Date of Next Meeting**
It was noted that the next meeting would be held on 7th March 2017.

- LC17 /013** **Closure**
The meeting was declared closed at 19:55pm.

Signed
Chairman

Date

Appendix 1 - Public Forum

See LC17/006

Appendix 2 - Reports

Parish Handyman Report

01/11/2016	Jubilee Walk Victory Clock	Town Clock - clocks go back 1 hours	Town Clerk	Sorted	01/11/2016	Y
01/11/2016	Hamlet Road & Eringhasuen Road junction	Car park sign obscured by tree branches - needs cutting back	Town Clerk	Branches cut back	01/11/2016	Y
03/11/2016	Camps Road	Overhanging branches obstructing path need cutting back	Vicky Phillips		03/11/2016	Y
03/11/2016	Strasbourg Square	Check notice board backing and give general clear up - weeds & litter	Town Clerk	Checked notice board - metal backed. Cleared weeds and litter & will keep an eye on it	03/11/2016	Y
08/11/2016	All Haverhill	Check all grit bins are filled and in good order	Town Clerk	Complete and report submitted to SCC Highways	23/11/2016	Y
08/11/2016	All Haverhill	Whilst doing above work on grit bins, clean bollards on traffic islands	Town Clerk	Being cleaned but some are faded or badly scuffed, which won't clean off. Report sent to SCC Highways	15/12/2016	Y
15/11/2016	High Street	Remove 'Cheadle' sponsorship stickers from flower planters	Town Clerk	Done	16/11/2016	Y
17/11/2016	Bevan House	Clear leaves and autumn debris from car park	Town Clerk	Complete	24/11/2016	Y
22/11/2016	Recreation Ground	Check path for leaves	Town Clerk	West Suffolk are keeping these under control		
23/11/2016	York Road	Paint splattered fence needs re-decoration	Havebury	Completed	07/12/2016	Y
08/12/2016	Cleales Car Park	Reattach parking fine sign to post	Town Clerk	Completed	13/12/2016	Y
13/12/2016	Highways Report review	147341		Reported pothole	16/12/2016	Y
13/12/2016	Highways Report review	145256		Cut already	16/12/2016	Y
13/12/2016	Highways Report review	143635		Beyond our ability	16/12/2016	Y
13/12/2016	Highways Report review	148278		Resolved - reported issue not closed	16/12/2016	Y
13/12/2016	Highways Report review	150985		Resolved - reported issue not closed	16/12/2016	Y
13/12/2016	Highways Report review	154825		Not within our ability	16/12/2016	Y
13/12/2016	Highways Report review	144744		Been cut, Michael will cut around bench	16/12/2016	Y
13/12/2016	Highways Report review	Broken manhole cover found whilst investigating 144744 (grass cutting)		Reported as an emergency 157086	16/12/2016	Y
15/12/2016	Helions Walk	Clean HGV signs and car park tariff sign				
15/12/2016	Duddery Hill	Bus stop - leaves need shovelling up and removing		Complete	15/12/2016	Y
15/12/2016	Hollands Road	Leaves accumulated and rotting on path need shovelling up and taking away.				
15/12/2016	Leiston Centre	Clear leaves from around Leiston Centre	Parish Handyman	Complete	15/12/2016	Y

05/01/2017	Haverhill	Check 'slip incident' locations for grit bins as per Amanda May email, for suitability/space for a grit bin	Amanda May			
05/01/2017	Chivers Road	Collect yellow advance warning sign re late night shopping and fireworks, entrance to Chivers Road	Cllr Crooks			
05/01/2017	Arts Centre	Remove Panto banners	Town Clerk			
09/01/2017	Haverhill	Check protected crossings and clear debris and detritus which has accumulated between the bollard islands.	Town Clerk			
09/01/2017	Duddery Hill	Clean car park direction signage just W of the Duddery Hill bus shelter.	Town Clerk			

Youth Strategy

Recommendation	Last Action Reported	Update
1 – On The Spot Van	Meeting with the Police on 11/11 to discuss work around ASB	A new protocol for referring new locations of interest has been agreed between ourselves and the Police. We are arranging new internet access.
2 – Social Media Project	Survey results have come back. The number of people surveyed is smaller than expected but the results themselves on Social Media seem pretty clear.	Officers from Town, Borough and County are meeting to bring a plan to the YAG meeting on 18 th January.
3 – Youth Skills Project	Signpost is going from strength to strength and the results have been very positive.	The project remains ongoing.
4 – Skate Park	The consultation has been carried out and we are awaiting the questions raised by stakeholders so we can in turn respond.	We are awaiting a review by the HCSA as to whether they will allow the skate park on their site. We are now actively looking for an alternative site as a Plan B. A meeting with the YP will be called to update them on progress.
5 – Extend Arts Centre	The re-visit has taken place and we are awaiting a new set of sketches.	We now have a set of concept drawings which will need to be considered and next steps agreed.
6 – Creative Arts Strategy		Borough and Town council officers are working together to launch projects, including film and music projects.
7 – Chill-out Zone at Leisure Centre	The Leisure Centre management will report back at the YAG Nick is organising.	We have chased Abbeycroft in relation to this.
8 – Councillor Involvement	Ongoing	Ongoing

Arts & Leisure Report

Family Christmas Weekend / Winter in Haverhill



Family Christmas weekend took place safely and enjoyably in early December. On Family Christmas Night an estimated 7000 people attended the fireworks display. Earlier in the evening the Christmas Lights had been turned on and 12 local organisations were represented in the Town Centre. There were no incidents or accidents. Following feedback and a survey in 2015, a World Market was in Queen Street for the weekend and an ice rink was on the Market Square on the Saturday.

A survey was publicised on Facebook. It was completed by 73 people and while this is a relatively small sample, the results are a good indication of what the levels of satisfaction were with the event.

The headlines are as follows:

- **72% said their main reason to visit was for the Fireworks (67% in 2015)**
Asked what else they did while they were in town,
- **33% did some shopping, 50% visited the charity stalls, 53% visited the Christmas Market**
- **It was interesting to note that over the course of the weekend, 45% of respondents purchased food / drink from a Haverhill business while 27% purchased a Christmas Gift.**
- **90% rated the Family Christmas Night atmosphere as Excellent or Good (75% in 2015)**
- **74% rated the Christmas Tree Lights as Excellent or Good (12% in 2015)**
- **85% rated the Fireworks Display as Excellent or Good (83% in 2015)**
- **The reaction to the Christmas Market was mixed but comments were generally positive. 50% rated it Excellent or Good while a further 25% rated it as Fair.** The majority of comments related to not being as many stalls as expected, it being too crowded or not enough variety. The majority of the traders were happy with the event and we will look to build this part of the evening in future years in partnership with St Edmundsbury Borough Council Markets Development.
- **The Ice Rink on the Saturday was well supported and was full all of the time.**
- **A bucket collection on Friday Night at the Fireworks and Saturday at the Ice Rink collected £595.68.**



ARTS CENTRE PROGRAMME

The December programme was dominated by the annual pantomime. Overall attendance was slightly down but receipts were the same. Overall occupancy was 83%. There was excellent feedback from the audiences and many complimentary emails and messages. The Arts Centre is looking to work with the same company in 2017 presenting their production of Aladdin in December.

The latest brochure has been published and features performances by Barry Cryer, Martin Carthy and The Temperance Seven alongside tributes to Little Mix, Elvis, Kate Bush and The Everly Brothers. Children's shows include an Easter Pantomime of Treasure Island plus puppets shows The Tinderbox and Rapunzel. At the end of April the Arts Centre will host the First Haverhill Beer Weekend.

Cinema attendances

Months	No of Screenings	Film Attendance (no of screenings)	Event Cinema Attendance (no of screenings)	Average per screening
April	12	394 (11)	38 (1)	36.00
May / June	22	466(19)	78 (3)	24.73
July / August	28	703 (24)	258 (5)	34.32
September / October	26	522 (19)	344 (7)	33.31
November / December	13	502 (12)	149 (1)	50.07

The next programme has a number of potential Oscar contenders including LaLaLand, I Daniel Blake, Sully and Jackie.

Key dates have been identified for events in 2017

Friday 28-Sunday 30 April	Haverhill Beer Weekend
Saturday 24 June	Armed Forces Day
Saturday 1 July	Street Festival
Sunday 9 July	Historic Vehicle Rally and Road Run
Sunday 16 July	Summer Bash 2017
Wednesday 26 July	The Big Day Out
Wednesday 2 August	Picnic in the Park
Friday 27 October	Halloween Trail 2017
Friday 1 December	Family Christmas Night

Nick Keeble January 2017