

# Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's



**HAVERHILL**  
TOWN COUNCIL

## CIVIC EVENTS WORKING PARTY

Held on Monday 16<sup>th</sup> March 2026 at 7.00pm

**Present:** Councillor J Burns (Chair)  
Councillor A Brown  
Councillor B Davidson  
Councillor A Luccarini  
Councillor D Page  
Revd. M Drinkwater  
Mrs C Thompson  
Mr B Thompson

**Apologies:** Councillor Aaron Luccarini

**In Attendance:** Colin Poole, Town Clerk  
Vicky Phillips, Deputy Town Clerk  
Sara Marsh, Comms & Customer Experience Manager  
Gary Wilson, Operations Manager  
Joseph Dexter, Marketing Manager  
Stephen Gibson, Royal British Legion

## MINUTES

**CV26 Welcome**

/001 The Chairman welcomed everyone to the meeting.

**CV26 Apologies for Absence**

/002 The above apologies were noted.

**CV26 Declarations of Interest and requests for Dispensation**

/003 None.

**CV26 Minutes of the previous meeting**

/004 It was proposed by Councillor B Davidson and seconded by Councillor T Brown, that the minutes of the meeting held Monday 7<sup>th</sup> July 2025 be agreed as a true record.

**RESOLVED**

**CV26 Matters Arising not on the agenda**

/005 None.

**CV26 Civic Events 2025 – review**

/006 a) VJ 80 (Friday 15<sup>th</sup> August 2025)

**ACTION**

Councillor Burns reported that the flag raising was on Friday 15<sup>th</sup> August, but there was an event at St Mary's on Thursday 21<sup>st</sup> August. He thought that the event had gone really well and that there is a video online if anyone wanted to view. Councillor Burns thanked Rev Max, Charmian and Brian Thompson for their hard work, and that there had been some good comments for the event.

**b) Remembrance Sunday 2025**

There were very few problems last year, for this year it was suggested that it is promoted that the Town Council align with the RBL's policy on the colour of poppies and that all colours are welcome to be laid.

Gary Wilson explained that there wasn't much to report from last year, other than had to accommodate a member of public wanting to get out of the cordoned off area in Withersfield Road. He praised the traffic agency staff, who worked really well.

Gary also mentioned that he thought the gates to the market square had been opened too early, so that's something to think about for this year. He thanked all those that had contributed to the event.

Councillor Burns requested that Vicky Phillips chase the response from Care Homes on whether they watch the recording, as this takes a lot of setting up and may not be necessary if they are not wanting it.

**c) Christmas Civic Event**

Rev Max reported that it was really good to have some other groups involved, Samuel Ward Choir, Archy Pannell and the Kerala Community.

**CV26  
/007**

**a. Mayor Making (Monday 11<sup>th</sup> May 2026)**

Colin Poole reported that he was not expecting anything different this year, the outgoing Mayor chooses the halftime entertainment. In April the Council will be asked to indicate what their intentions are as far as who they want to see as the new Mayor and Deputy Mayor, so that we can invite family and friends.

**b. Armed Forces Day  
(Monday 22<sup>nd</sup> June 2026 at 2.00pm)**

The Monday will be the usual flag raising, this year arrangements will be made for representatives from the Army, Navy and Airforce, Stephen will nominate three people and send details. Also the standards will be there. Councillor Brown will arrange for the vehicles to be there as usual

**(Saturday 27<sup>th</sup> June)**

The convoy will take the usual route, stalls will be set up on the market square, which will be barriered off. Convoy will gather at 10.30am to leave for 11.00am. Gary Wilson and John Burns will arrange the paperwork.

Sara Marsh reported that the usual stall holders will be there, she has arranged two comedy acts and a 1940's girls singing trio.

Discussion took place on the Glen Morrison marching band, it was decided that Sara contact the Royal Anglian Regiment to see if they can be involved, keeping the Glen Morrison band on hold for a week before confirming.

It was decided that the charity this year would be Scotty's Little Soldiers, Stephen Gibson will arrange people to help with the collection.

**SG**

**TB**

**SG**

Sarah confirmed that the Army Air Corps are coming again this year, but she wasn't sure what they were bringing along, but as there were going to be smaller military vehicles she could accommodate all the stalls on the market square this year, rather than having some in the Church garden. If necessary, some could go outside Peacocks.

It was agreed that the running time of the event be changed to finish at 2.30pm this year, and that those bringing stalls and vehicles be made aware that they could not leave the event earlier than that.

Stephen Gibson will also enquire if Rolling Thunder would be interested in attending, and Gary Wilson would work out the logistics of where to place them after the convoy.

SG

**c. Suffolk Day (21<sup>st</sup> June 2026)**

Councillor Burns to raise the flag

**d. New item for agenda**

Councillor Brown asked if the Town Council could arrange for something to mark this year's 4<sup>th</sup> July US Independence as it is the 250<sup>th</sup> anniversary of the declaration of independence. Nathaniel Ward wrote the Colony of Massachusetts' legal code which helped inspire the US Constitution and we should recognise that connection to the establishment of the US. It was suggested that we could raise a flag and Rev Max offered the Church for refreshments in the morning as it was booked out for most of the day. Charmian and Brian explained that there was some material available from when they organised an event for the shield.

It was agreed that there would be a flag raising, play a recording of the US anthem and a message be sent from the Mayor of Haverhill. Joe Dexter would publicise.

JD

**e. Remembrance Service**

Stephen Gibson will be the Parade Marshal this year. Councillor Burns explained that the group who organises the event meet in September and will walk the route and discuss final details. Discussion took place over the order of wreath laying and the playing of the Reveille. Charmian and Brian to contact Diane Pannell to organise Ivy and Archie for 11<sup>th</sup> November and Sunday 15<sup>th</sup> November respectively.

**f. Christmas Carol Service**

Vicky Phillips confirmed this would be Wednesday 2<sup>nd</sup> December and would meet with the Mayor and Rev Max to discuss.

**CV26 Date of Next Meeting**

/008 Monday, 18 May 2026

**CV26 Closure**

/009 The Chair declared the meeting closed at 8.08pm.

Signed ..... Date .....  
Chair