

HAVERHILL TOWN COUNCIL

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Dear Councillor,

You are hereby summoned to attend the meeting of Haverhill Town Council to be held at the Haverhill Arts Centre, High Street, Haverhill, on **Monday, 29 June 2026 commencing at 7.00pm** for the purpose of transacting the following business:

CONSTITUTION: **Town Mayor:** **L Miller-Jones**
 Town Councillors: **A Brown, J Burns, Q Cox, J Crooks, B Davidson,**
 P Firman, P Hanlon, A Luccarini, M Martin,
 J Mason, D Page, D Smith, L Smith,
 A Stinchcombe, J Teixeira.

THIS MEETING IS OPEN TO THE PRESS AND PUBLIC TO ATTEND IN PERSON:

To Register: email town.clerk@haverhill-tc.gov.uk

YOUTUBE: The meeting may be live-streamed, if so, it will be on the following channel:

<https://youtube.com/live/KMz5-VkDx6c?feature=share>

AGENDA

1. **Apologies for absence**
 Please give any apologies by email or telephone by 5.00pm of the day of the meeting.

2. **Declaration of interests and requests for Dispensations**
 For members to declare any interests they may have on items on the agenda and agree any dispensations to stay.
 - a) Disclosable Pecuniary Interests
 - b) Other Registrable Interests
 - c) Non-Registrable Interests

3. **Minutes of the Meetings of the Town Council held Monday, 11 May 2026**
 To confirm the minutes of the council meeting held Monday, 11 May 2026, as a true record.

4. **To note progress of actions arising from the minutes not covered by this agenda**
 None.

Haverhill Town Council adopted the General Power of Competence on May 15th 2023. All decisions are taken using that power unless otherwise stated.

HAVERHILL ARTS CENTRE, HIGH STREET, HAVERHILL, CB9 8AR

Tel: 01440 712858

Email: admin@haverhill-tc.gov.uk Web: <https://www.haverhill-tc.gov.uk>

5. **Reports from District/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM**

- a) Police Report
- b) Ambulance Report
- c) County Councillors
- d) District Councillors
- e) Town Councillors' matters to report
- f) Members of the public are welcome to make statements or put questions at this time.

6. **Mayor's Report**

To receive a report from the Mayor.

7. **ONE Haverhill Partnership**

- a) Report from the Clerk
- b) Board meeting report

8. **Financial Matters**

- a) To authorise the payment list:

Date	BACS/DD	Value £
22/04/2026	BACS	61,688.57
	DD	1,943.76
30/04/2026	BACS	8,403.18
	DD	0.00
07/05/2026	BACS	8,925.69
	DD	2,670.51
12/05/2026	BACS	22,492.25
	DD	0.00
19/05/2026	BACS	16,272.83
	DD	2,366.05
27/05/2026	BACS	7,125.87
	DD	0.00
03/06/2026	BACS	14,407.95
	DD	2,061.65
10/06/2026	BACS	30,592.72
	DD	351.58
16/06/2026	BACS	58,954.53
	DD	1,342.33
	Total	£239,599.47

- b) Grant Applications over £2,000

- i) Haverhill Show - £2,250
- ii) Haverhill Local History Museum - £4,400

9. **Boyton Place Community Room**

To consider the management of the proposed new community room to be co-located with the new primary school on Boyton Hall Estate. A planning application for this will shortly be submitted and SCC want to agree operational arrangements. Whether it would be managed entirely by the school or by the community, with the Town Council taking the head lease.

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10. **End of Year Accounts**

a) **Significant Events**

- i. To consider if any events that occurred during the 2025/26 financial year (or after the year-end), have consequences, or potential consequences, on the authority's finances which need to be reflected in the statement of accounts.
- ii. To note the RFO advises no such events occurred.

b) **Review of Internal Controls**

- i. To consider the Review of Internal Controls for the Council. (attached)
- ii. To consider the Review of the Internal Audit. (attached)
- iii. To review the Terms of Reference, Specification, independence and effectiveness of the Internal Audit (attached).
- iv. To consider the Annual Internal Auditor's Report to External Auditor (attached).

c) **Annual Accounts & Return**

- i. Adoption of Annual Accounts
 1. Income and Expenditure (attached)
 2. Balance Sheet (attached)
- ii. To approve sections 1&2 of the Annual Governance and Accountability Return for the year ending 31st March 2026.
 1. Annual Governance Statements (attached)
 2. Accounting Statements (attached)
 3. Earmarked Reserves as at 31st March 2026 (attached)
 4. Assets Register (attached)
 5. Risk Register (attached)

d) **To confirm all relevant insurances are in place**

- i. To note that insurances were reviewed in November 2025 (C25/158b) and remain in place.
- ii. To note that in June 2026 the council has taken professional liability insurances in the sum of £2m to cover the new alternative education provision work of the Engagement Hub, in accordance with the contracting requirements set by Suffolk County Council.

11. **Adoption of Committee Reports**

- a) **Planning Committee:** To move the adoption of the minutes of the meeting held 5th May 2026, 19th May 2026 and 1st June 2026 and any recommendations contained therein (attached).
- b) **Leisure and Community Committee:** To move the adoption of the minutes of the meeting 26th May 2026 and any recommendations contained therein (attached).
- c) **Finance Committee:** To move the adoption of the minutes of the meeting held 27th April 2026 and any recommendations contained therein (attached).

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12. Membership of Committees (see attached matrix)

To note the membership of the following committees:

- a) Appeals Committee
- b) Arts Centre Development Working Party
- c) Civic Events Working Party
- d) Community Events Working Party
- e) Energy & Sustainability Committee
- f) Finance Committee
- g) Historic Buildings Preservation Trust Working Group
- h) Leisure and Community Committee
- i) Personnel Committee
- j) Planning Committee
- k) Tendering Working Party

13. Appointments of Chairs and Vice-Chairs of Committees (see attached matrix)

- a) Appeals Committee
- b) Arts Centre Development Working Party
- c) Civic Events Working Party
- d) Community Events Working Party
- e) Energy & Sustainability Committee
- f) Finance Committee
- g) Leisure and Community Committee
- h) Personnel Committee
- i) Planning Committee
- j) Tendering Working Party

14. Appointment to Outside Bodies (see attached Matrix)

To agree appointments of representatives to outside bodies

- a) ONE Haverhill – Mayor, Clerk and 3 other Councillors
- b) Haverhill Disability Forum
- c) Youth Advisory Group

15. Approval of terms of references for Committees and Working Parties

To approve the terms of reference for committees and Working Parties

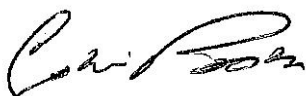
16. Actions taken under delegated powers

None

17. Date of Next Meeting

Monday, 27 July 2026.

18. Closure



Colin Poole
Haverhill Town Clerk

Date: Monday, 22 June 2026

Copies of this and other Council agendas, and minutes, and supporting reports, are available to download from the Council's website (www.haverhill-tc.gov.uk) or on request from Haverhill Arts Centre.

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