



HAVERHILL
TOWN COUNCIL

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

LEISURE AND COMMUNITY COMMITTEE

Held on **Monday, 13 July 2026 at 7.00pm** at Haverhill Arts Centre, High Street, Haverhill

- Present:** Councillor J Burns (Chair)
Councillor Q Cox
Councillor P Hanlon
Councillor A Luccarini
Councillor D Smith (Vice Chair)
- Apologies:** Councillor D Page
Mayor L Miller-Jones
Councillor J Teixeira
Daniel Schumann, Creative Director
- Absent:** Councillor M Martin
- In Attendance:** Colin Poole, Town Clerk
Vicky Phillips, Deputy Clerk
Councillor P Littman

There were two members of the public was present.

Welcome:

The Chairman welcomed everyone to the meeting and advised that the meeting was being recorded.

MINUTES

- | | | ACTION |
|-----------|--|--------|
| LC26 /041 | <u>Apologies for Absence</u>
The above apologies were noted. | |
| LC26 /042 | <u>Declaration of Interests and requests for dispensation</u>
None. | |
| LC26 /043 | <u>Minutes of the Meeting of the Town Council held Tuesday, 03 March 2026</u>
It was proposed by P Hanlon, seconded by Councillor D Smith that the minutes of the meeting held Tuesday, 26 May 2026 be agreed as a true record.
RESOLVED | |
| LC26 /044 | <u>To note progress of actions arising from the minutes not covered by this Agenda</u>
None. | |
| LC26 /045 | <u>Public Forum</u>
The member of public did not wish to speak. | |

LC26 MANAGERS' REPORTS

/046 Reports attached, see Appendix (i)

Reports had been circulated prior to the meeting and were shown on the screen, each item was discussed in turn:

a) Creative Director and Arts Centre

Councillor J Burns requested that shows that didn't do well also be reported in the report, alongside those that did.

Councillor J Burns requested the report on the Culture Fund, the Clerk will forward.

Discussion took place around ticketing for the Sword in the Stone which was held at the Recreation Ground. It was also discussed as to whether there was a need for first aid responders to be in attendance. The Clerk to raise this with the Creative Director.

Discussion also took place on why the Arts Centre did not screen the England matches for the World Cup, the Clerk explained that this had been tried in the past, but was not well attended therefore staff costs would outweigh the benefit.

b) Youth Skills Manager

Members considered how the Council could promote what the team are doing, the Clerk explained that he has prepared something and is working with Karen on how to implement.

c) Zone Manager

Members discussed the figures submitted in the report. The Clerk confirmed numbers for the holiday programme are looking promising and unlike last year, the money has already been received, and staff are already booked in so guaranteed to break even.

Councillor J Burns raised that he had not seen the VAT scheme promoted.

d) Community Wardens

The Clerk confirmed that the Wellbeing Hub patio is now laid, there was a slight delay. They are also now waiting for West Suffolk to sort the drains. The Clerk reported that a weed ripper has now been delivered, the Wardens will coordinate with the principal councils for clearing weeds from footpaths around the town. The Clerk is waiting to receive feedback from Suffolk County Council about weed spraying, the program was supposed to conclude this week, but the Clerk wasn't sure if this took place due to the drought conditions.

It was suggested by members that the Council receive a report from the Town Centre Manager. The Clerk confirmed that there had been a discussion with the Town Centre Manager on how to process this.

LC26 Grant Funds not yet allocated

/047 Noted.

LC26 Grant Requests

/048 a) Free Food in Haverhill

It was proposed by Councillor D Smith and seconded by Councillor Q Cox that this grant be refused, Councillors felt that, rather than funding the purchase of new shelving, there may be opportunities to obtain suitable second-hand shelving from local shop fitters or businesses that are refurbishing.

RESOLVED

b) Haverhill Art Group

Mrs Pat Worthington gave members a brief background of the Art Group.

CP

CP

It was proposed by Councillor Q Cox and seconded by Councillor A Luccarini that the sum of £1,416.75 be awarded, the Town Council to purchase the equipment and a sum of £600 be paid directly towards running costs.

RESOLVED

c) Haverhill Women's Group

It was proposed by Councillor Q Cox and seconded by Councillor P Hanlon that the amount of £95 be awarded towards the cost of Christmas Lunch.

d) Singing for Pleasure

It was proposed by Councillor Q Cox, seconded by Councillor D Smith that £1,025.00 be awarded towards costs of start a choir, to be split down to cover insurance costs, equipment and rent and will be reviewed after 6 months.

RESOLVED

e) Clements Primary Academy SEND Hub

Councillor D Smith will fund transport costs from his locality funds.

RESOLVED

DS

LC26 **Grants not accepted**

/049 None.

LC26 **Grant Recipient Reports**

- /050**
- a) Rotary Children's Fun Day
 - b) Memories are Golden
 - c) Hard of Hearing
 - d) Abbeycroft Leisure
 - e) Catch 22
 - f) REACH
 - g) Sudbury District Scouts

Noted

LC26 **Working Parties**

/051 a) Civic Events Working Party:

It was proposed by Councillor Q Cox, seconded by Councillor D Smith that the minutes of the meeting held 18th May 2026 be adopted.

RESOLVED

b) Community Events Working Party

It was proposed by Councillor D Smith, seconded by Councillor Q Cox that the minutes of the meeting held 6th July 2026 be adopted.

RESOLVED

LC26 **Emergency item – Hosepipe Ban**

/052 Following Anglia Water hosepipe ban discussion took place on whether to adjust the number of operating hours for the Splashpad following queries raised by the public.

It was proposed by Councillor Q Cox, seconded by Councillor P Hanlon that the Council continue operating the Splashpad.

RESOLVED

Discussion also took place on the leak at Duddery Hill, and the lack of work taking place. There are a number of open leaks in Haverhill, which is not a good message being given by Anglian Water.

LC26 **Date of Next Meeting**

/053 Monday, 07 September 2026

LC26 Closure

/054 The Chairman declared the meeting closed at 8.23pm

Signed
Chairman

Date.....



Appendix (i)

Item 7: Manager's Reports

Haverhill Town Council Leisure and Community Committee 21st July 2026

Item 7: Manager's Reports

7a) Arts Centre Report

Box Office Update

Notable shows have included:

- K-Pop Party (2 Shows) – Sold Out
- Coldplace – Sold Out
- Meatloaf: Heaven Can Wait – Sold Out
- P!NK – Sold Out

Future Sales

The following have all made a particularly healthy start:

- County Superstars
- Simon and Garfunkel Story
- Seriously Collins

Cinema

Notable successes within our cinema programme have included:

- Exhibition on Screen: Frida Kahlo
- NT Live: Playboy of the Western World
- NT Live: Les Liaisons Dangereuses

Our Dementia Screenings in partnership with The Terrific Tuesday Club continue to go well. These are being helped with funding from the warm spaces fund.

Pantomime

- We have 812 tickets sold and reserved so far – which is ahead of this time last year.
- Schools booked in: Broadlands Hall, Stour Valley, Great Sampford, Linton Primary, Ashdon Primary.
- Good response from comments, messages and in person at box office for Anita Harris.
- Good response to new poster designs.

Visual Arts Exhibitions

Our new exhibition *Eduardo Paolazzi* from The Hayward Gallery has now been installed and is open to the public. This is accompanied by some free artist workshops which are taking place once a week in the Arts Centre café - this as part of our Suffolk Culture Fund project. The timetable is as follows:

Artists	Date of Workshop	Time of workshop	What they are doing
Debby Dyson (Snobby Eddy Crafts)	Saturday 18th July	10:30-2:30	Indian block printing
Michelle Freeman (The Crafty Foxes)	Wednesday 1 st July	10:30-2:30	Collage
Michelle Freeman (The Crafty Foxes)	Saturday 11 th July	10:30-2:30 244	Mosaic
Michelle Freeman (The Crafty Foxes)	Wednesday 22 nd July	10:30-2:30	Craft CONSTRUCTION

Suffolk County Council Culture Fund

We have submitted our interim report which I have attached for your information. Everything is on track and the project has been very successful so far.

The Sword and the Stone

Our first foray into open air theatre was SWORD IN THE STONE on Haverhill Recreation Ground on 21st June. We had over 150 people and the feedback was extremely positive.

Book Event

In association with The Kerela Association in Haverhill we have organised a summer book swap at the beginning of the summer holiday, on Saturday 25 July with a follow-up event on the 15 August. The Haverhill Literary Group are also partnering with us on this and doing some readings during the event.

Staffing

Jessica Bush (Box Office Manager & Business Administrator) is moving away from the area. We thank her for the work she has done. The recruitment process is underway.

Daniel Schumann

May 2026

7b) Youth Skills

Staff Training & Development

Our team continue to complete iHasco online training to make sure we're providing the safest and best possible support for the young people we work with. Recent training completed includes:

Vicky

- Awareness and Inclusion
- Effective Decision Making
- Adverse Childhood Experiences (ACEs)

Callum

- Keeping Children Safe Online
- Anger Management
- Sexual Harassment Awareness

Rebekah

- Keeping Children Safe Online
- Prevent Duty
- Level 2 Food Hygiene
- Sexual Harassment Awareness

As our services continue to grow, we'll keep investing in staff training so we're equipped to meet the increasingly complex needs of the young people we support.

Boost Engagement Hub Alternative Provision

We're delighted to share that our **Boost Engagement Hub** has now been officially endorsed by Suffolk County Council as an Alternative Provision.

This is a positive move forward for Youth Skills and recognises that we have the safeguarding, policies, procedures and quality assurance in place to deliver a safe and effective service for children and young people.

Our pilot programme is now underway and is progressing really well. We're currently supporting **six young people**, giving us the opportunity to fine-tune our systems before expanding in September.

Over the past few months we've developed and strengthened:

- Referral procedures
- Risk assessments
- Admissions paperwork
- Individual targets and progress monitoring
- Session planning and evaluations
- Attendance recording
- Outcome and achievement tracking

Alongside this, we've introduced supporting policies covering safeguarding, health and safety, behaviour, attendance, equality, complaints, GDPR and many other key areas.

We're also continuing to expand the activities available through the Engagement Hub. Sessions focus on building confidence, resilience, emotional wellbeing, communication, social skills and life skills, with every activity having clear aims and outcomes.

From September we expect referrals to increase significantly. As a Suffolk County Council endorsed provider, referrals can now come directly from schools, Suffolk County Council services and other appropriate agencies. Schools can also use Pupil Premium funding to support placements where appropriate.

We're incredibly proud of how much has been achieved in such a short time and are already planning the next stage of development, including improving our outdoor learning space and strengthening our online presence.

We'll continue to keep updating as the service grows.

Sewing Group

Our sewing group continues to be a popular session that happens every week. With seven sewing machines now available, the group has developed into a relaxed, welcoming and creative space where young people enjoy spending time together. Not everyone comes purely to sew. Some enjoy making jewellery, trying crochet, creating crafts or simply coming along for the social side of the group.

The focus on recycling and upcycling has inspired some fantastic work, including:

- Teddy bears made from old fur coats
- Pillowcases created from recycled T-shirts
- Trousers made from old tote bags

One of the nicest aspects of the group is seeing experienced members helping newcomers, naturally developing confidence, leadership skills and peer mentoring.

Gameplan

Gameplan has now moved into one popular after-school session each week.

Although we have access to the Wii, VR, PS5 and Nintendo Switch, it's actually been the more traditional games that have proved most popular recently.

Whether it's pool, table tennis, badminton or even a game of Ludo, the young people have been enjoying spending time together and building friendships.

We currently welcome around seven young people each session from different schools and age groups, all mixing together extremely well.

A recent addition has been laser tag using the soft play area, which has quickly become a favourite activity.

Choices Programme

We're pleased to announce that our application to the Police Crime Fund has been successful, securing **£16,700** to continue delivering our successful Choices programme until **31 March 2027**.

This funding allows us to continue providing:

- Weekly mentoring sessions
- Trauma therapy and counselling
- Positive activities including gym, sports, yoga, dance, sewing and mindfulness
- Targeted educational sessions based on individual need

Early Impact

We're continuing to see growing confidence in the programme, reflected in increasing referrals.

Young people receiving tailored mentoring and therapeutic support are showing improvements in emotional wellbeing, resilience and engagement, while helping reduce the risk of school exclusion, disengagement and offending behaviour.

On Track

Our On Track project has now been running for six weeks and is making an encouraging start.

Working with young adults aged **16–25**, the programme focuses on confidence building, employability and independent living skills.

One particularly successful session explored cooking on a budget using one simple ingredient — potatoes! Using around 15kg of potatoes, the group produced a fantastic range of different ways of cooking a potato while discussing budgeting and healthy eating.

Each week continues to cover practical employability topics including:

- CV writing

- Organisation
- Life skills
- Preparing for work

Parent & Toddler Group

Our Parent and Toddler Group is currently being refreshed, with structured weekly session plans built around themes that support both young children and parents.

Recent activities have included Father's Day wooden photo frames, biscuit decorating and arts and crafts, encouraging creativity, messy play and quality time between parents and children.

Yoga & Pilates

Yoga has recently returned with our instructor Coco, the group welcomes around five young people each week and provides a calm space to practise mindfulness, gentle exercise and relaxation.

During the recent heatwave, sessions adapted into meditation, singing bowl and sound bath experiences, which were very well received.

There's still plenty of room for anyone interested in joining.

Funded Counselling

Thanks to successful grant funding, we're continuing to offer funded counselling for young people who need additional emotional support.

Combined with our mentoring and wellbeing services, this continues to make a real difference for many of the young people accessing Youth Skills.

Partnerships & Outreach

Haverhill Family Practice

Our weekly sessions at Haverhill Family Practice continue every Thursday. Young people referred by GPs are offered confidential 45-minute appointments in a safe, private environment where they can discuss challenges, set goals and explore positive next steps.

Schools

Our staff continue to work weekly in both Castle Manor and Samuel Ward schools, mentoring students and maintaining strong relationships with school staff. This regular presence helps us identify issues early and work collaboratively to support young people before problems escalate.

We also attended Castle Manor's Careers Fair, where we spoke with students from every year group and ran our interview questions dartboard challenge, which proved very popular.

Youth Agencies Group (YAG)

We recently hosted and chaired another Youth Agencies Group (YAG) meeting, bringing together organisations supporting young people across Haverhill. Partners shared updates on current services, upcoming projects and opportunities for collaboration.

These meetings continue to strengthen communication across the town, helping ensure young people and families are signposted to the right support while also highlighting any emerging gaps in local provision.

Overall, June has been another busy and productive month. We're proud of the progress being made across all areas of Youth Skills and look forward to building on this over the coming months as our services continue to grow.

Karen Chapple
Manager, Youth Skills

7c Zone and Youth Work

Staffing – The Zone. No changes. We have been able to redeploy staff successfully.

Training – All Zone staff have been accessing training with iHasco our new training provider. Congratulations to them on completing various courses. We are looking at training more Zone staff for the position of Team Leader to allow for good cover for holidays/sickness etc.

Zone Opening Hours – Monday – Friday for Youth and family provisions. (Karen's report) Zone soft play weekends and (Thursday and Friday) during school holidays.

Parties:

Numbers of **parties** held in 2025 and 2026

	2025	2026
May	12	10
June	18	8

Soft Play: Attendees

	2025	2026	
May	829	543	+ 324 Party attendees (This includes the children/parents)
June	624	430	+ 118 Party attendees (This includes the children/parents)

During May and June 2026, we have had some very hot days at The Zone. Temperatures reaching as high as 42 degrees inside. The team are doing their best to try and cool the building down. Staff are ensuring they take plenty of water breaks and the cleaning schedule is adapted during these very hot days.

The Zone is taking part in the government's 'Great British Summer Savings: Tax cut on kid's meals and days out. This is up to 1st September. All the necessary arrangements have been put in place and thanks to all who helped with this at HTC and particularly John Burns who had to reprogramme all the tills, we are up and running.

In the light of this we have looked at our party prices and once the government's initiative is finished, we will still be having reduced party fees in the hope we can increase the bookings.

Ordinary food and entrance prices will return to the pre-5% prices.

Chill Out youth club - Held Tuesday teatime, 17:30 to 18:00. This is for Key stage 2 children at primary schools. (Ages 7 – 11) The children use the soft play and during this hot weather we have put out some colouring, card games, giant connect four. Refreshment breaks have also been introduced. For £5 their parents can drop them off for 1.5 hours and the children can play, have a meal, and unlimited squash. Numbers are low and we are doing all we can to increase them. We have two more sessions before the summer break. Once again, the very hot weather may be contributing to the low numbers.

SEND Sessions – Funded by Activities Unlimited take place every other Monday during term time. This ensures we only have a maximum of 25 children plus parents/carers have the opportunity to chat with others who are experiencing similar concerns but also sharing what works for them. Unlimited squash and some healthy snacks are offered to the children. This group has usually had a good uptake. Any children/parents who find our main sessions that are open to the public challenging are given information regarding our Monday SEND session.

Funding – We continue to look for funding to enable us to offer different projects/activities at The Zone. Funding has been gained for HAF (Haverhill Activities Food) to offer activities in the summer holidays for 4 weeks a total of 12 days. Planning is well underway and our numbers are looking good so far. We can take 10 funded places and have also opened 5 places a day for paying customers. (£20.00) 9 till 15:00hrs.

Bikeability at The Zone - We are working with John Showell, Road Safety Officer (education) with Suffolk County Council. They are using The Zone carpark/toilet facilities and surrounding area to deliver road safety on a bike and how to maintain a safe bike. They have already filled two days, and we have been able to offer The Zone for another 2 days in the summer holidays. This has been offered to primary school children.

Youth Work

Staffing – Youth Workers availability is dependent on their other job requirements and family commitments. All staff are casual hours.

Training – We will be looking at putting our new youth workers through recognised youth worker training when it is available and accessible to them as this isn't available through iHasco.

Funding – We continue to look for funding to help us deliver our youth projects and work with Youth Skills.

Pride Alliance Group – Continues at Castle Manor (term time) for an hour on a Wednesday to meet with Miss Sparks and young people to discuss matters regarding LGQBT+ and other topics of interest. We usually have between 10 to 14 young people attend. The school is very supportive regarding any concerns or issues the young people come up against. We have just celebrated pride month and held a pride picnic.

Detached – We have been going out weekly and visiting areas that have been highlighted as areas of concern from various organisations and the police. We continue to work with the police, communities within Haverhill, Havebury, and other professionals to enable us to provide the best service possible to the young people.

We had two Criminal Exploitation Practitioner's join us out on detached. Sian Giles and another member of the team. We were able to engage with lots of young people which our visitors found useful.

During this very hot spell we have offered water and sun cream to our young people. Even to a very red lady by the splash park. Well received. Our walkabouts around Haverhill have included areas that contain large amounts of water. On the days we visited although extremely hot no young people/children were seen around the areas.

When on detached we are warning young people of the dangers of cold-water swimming, keeping hydrated and the importance of wearing sun cream. Castle Manor Prom was held at the Rovers and when out on detached earlier that day we chatted with young people who were going up to watch friends from school. Exams, university decisions have played an important part in our young people's lives so reassurance encouragement has taken place during our engagements out on detached.

SEND Youth Night – This session invites young people with their families/carers to access pool, table tennis, giant Jenga, giant connect four, colouring, football, basketball and also the chance for the young people and their families to meet up. We welcome younger siblings if this is the only way SEND young people can visit us, but the youngest is usually about 11. These are great evenings and thank you to Activities Unlimited for the funding. Next one is Wednesday 29th July.

Twilight Zone – Young people can play football, basketball, PlayStation 5, giant Jenga and giant connect four. Arts and crafts are available, pool, table tennis and air hockey. Some of the young people like to just sit and chill and catch up with their mates. We invite other professionals in to deliver other activities. The numbers have started to drop but we have had exams, hot weather, proms. The group and staff attending enjoy this session.

Youth Skills – We continue to work with the Youth Skills to support activities for young people and their families.

On Spot Van – Visits the Market Square, Tesco's car park and attends local community events. We had a quote for new wrapping for the On Spot Van are still looking for another 2.

Thank you for your continued support.

Sandra Linnane

Zone Manager and lead Youth Worker.

Commentary from Town Clerk

I am pleased to see that the transformation project refocussing the Zone to contract work has got off to a great start with the work that Karen's team is doing on the Boost Engagement Hub and Sandra's team securing funding for the HAF-funded summer activities. Zone staff are also successfully picking up shifts at the Arts Centre and Kiosk, as well as continuing to work flexibly at the Zone.

7d Community Wardens

HAC

Fixed lock on shutters in bar.

Screwed down trip hazard in bar.

Cut grass at rear

Fixed coffee machine in cafe.

Touched up paint in hub cafe (from electrician work).

Fix ladies toilet at the HAC.

Repaint Café walls at Arts Centre.

Clements

Cut back overhanging trees at Clements Centre.

Pressure wash Clements Community Centre walls and rear patio.
Cut grass at Clements Community Centre. X3 wardens
Assisted with volunteer painting day (with Axa)

Zone

Install Fence around The Zone heater. X3 wardens
Cut seized locks at Zone storage.
Cut grass at the Zone. X3 wardens
Wood stain the greenhouse at the Zone.
Tighten basketball hoops at the Zone.
Fix men's toilet at the Zone.
Move wall mounted tv at the Zone.

Wellbeing Centre

Install Blackboard at Hub.
Build shelving racking
Changed hand towel dispenser at the Wellbeing Centre.
Remove ivy and make flowerbed at the Wellbeing Centre.
Make hard standing area at Wellbeing Centre for bins. X3 wardens
Fit new fence post at Wellbeing Centre. X3 wardens
Touched up paint in hub cafe (from electrician work).
Cut grass at the Wellbeing Centre.
Fit baby gate at the Wellbeing Centre.
React to criminal damage to the Wellbeing Centre roof (fencing off hazards)
Replace hand towel dispenser at the Wellbeing cafe.
Vegetation removed from around centre. X3 wardens

Splashpad

Checked splashpad chlorine (once a week)
Check splash pad chlorine tablets.
Pressure wash Splashpad.

Around town / general

Assembled new chipper.
Fixed fence at Open Space (due to vandalism).
Clean / wash road signs. X3 wardens
Pressure wash benches on Recreation Ground
Pressure wash benches at the Kiosk
Cut grass at Pump Track. X3 wardens
Cut grass at the Kiosk.x3 wardens
Cut grass at the windmill feature (Camps Road, Burton End). X3 wardens
Make an emergency gate at pump track.
Trim overhanging branches next to pump track. X3 wardens
Install sponsor signs for Haverhill in Bloom.
Remove graffiti with John Burns with the pressure washer.
Pressure wash Splashpad
Assist with Armed Forces Day delivery
Installation of life buoy at Cleves Road

Gary Wilson