



HAVERHILL
TOWN COUNCIL

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

CIVIC EVENTS WORKING PARTY

Held on Tuesday 16th January 2024 at 7.00pm

Present: Mayor D Smith
Councillor J Burns (Chair)
Councillor A Brown
Councillor D Page (from 19.23pm)
Mrs C Thompson
Mr B Thompson
Revd M Drinkwater

Apologies: Councillor Q Cox
Councillor A Luccarini
Councillor B Davidson

Absent Brian Mills

In Attendance: Colin Poole, Town Clerk
Vicky Phillips, Deputy Town Clerk
Joseph Dexter, Marketing Officer
Sara Marsh, Comms & Customer Experience Manager
Gary Wilson, Operations Manager

MINUTES

CV24 Welcome

/001 The Chairman welcomed everyone to the meeting and introduced Joseph Dexter, the new Marketing Officer at the council.

CV24 Apologies for Absence

/002 The above apologies were noted.

CV24 Declarations of Interest and requests for Dispensation

/003 None.

CV24 Minutes of the previous meeting

/004 It was proposed by Councillor A Brown, seconded by Councillor D Smith, that the minutes of the meeting held 2nd October 2023 be agreed as a true record.

RESOLVED

ACTION

CV24 Matters Arising not on the agenda
/005 Remembrance 2023

TB – Went very well, Danny the new Parade Marshall did extremely well, given the new addition of finishing the parade on the Market Square. (all agreed).

JB – Has created a video from the livestream.

JB – Salute may need to be refined for this year.

GW :

i) Danny and Adam did well.

ii) The double decker bus came to be at the front of the parade due to a last minute decision made by Adam, as the fire engine wasn't there.

iii) Parade to cemetery went well, there was an issue with a motorist ignoring road closures on way back, this was coped with.

iv) Parade joining the square had been prepped well and GW felt this went well.

v) Short staffed on road closures, but overall OK.

vi) Few issues with traffic agency prior to day itself, but we worked hard to rectify.

GW thanked everyone involved on the day.

RBL order of wreath laying, changed at last minute, will need to discuss with them prior to next year's Remembrance Service so that we all know the order they wish to take wreaths.

JB – There was some confusion who managed parade leaving the service, need to clarify.

MD – Went well, just needs to know when to start the service – needs a 'nod' from the Parade Master to start service, but otherwise very happy.

JB – Message from AL – Filming went well, static cameras were less intrusive.

CP – Concur with everyone else, given we had a problem to solve which we successfully managed to resolve, shouldn't be over-concerned about small points. Parade; CP spoke to Adam who said there needs to be a command to stop and this was demonstrated by the band needing to be told when to stop and there was no one to stop the uniform military on lower market square. There may need to be some markings to assist the instruction when to stop. The wheelchair users were way off to the side. Overall, very impressed on how stewards and the Parade Master managed to get everyone onto the market square. Finer details can be sorted for this year.

JB – AL's wife didn't have a radio this year, which may have helped with the 'nod' to Max.

JB – Adam, Danny and Ollie, may need to get together prior to next year to go through things together.

TB – The command to halt needs to be down to each contingent's leader, rather than from Danny.

BT/CT – Loose Paving slab, that had been reported hadn't been fixed, was still loose on the day and was a trip hazard.

DS – Max and Father John were held back when leaving the cemetery, the military were in front so they found themselves in middle of parade and finished up on the Market Square instead of by the dais.

Christmas Civic Service 2023

DS – Went very well, slight confusion over the order of procession at the Church but this was not a huge problem, attendees thoroughly enjoyed it.
Rev Max – Is livestreamed to Church social media, can link to HTC.

CV24 a) Mayor Making (Monday 13th May)

/006 CP – DS to think about what he would like to have in the ‘interlude’ between Annual Town Meeting and Town Meeting

JB – Audio within the auditorium still needs to be resolved, Tech to try to come up with a solution.

b) D-Day 80 – 6th June 2024

TB – D-Day commemoration 3 weeks before AFD, suggested to have the service flags raised on the morning of the 6th, for the duration of the time from D-Day to AFD to continue to have the flags flying. We could take down Union flags hanging from lampposts, and fly the flags for the 13 nations which took part in the landings (UK, USA, Canada, the free French, Polish, Belgium, Czechoslovakians, Dutch, along with Australians, New Zealand plus commonwealth members. Also, photos of Haverhill D-Day participants on banners, that are still with us along with those that have departed. We could have AFD as main event, alongside the flags and service on D-Day.

CT – Bruno Peak information; he has suggested bell ringing at 6.30pm, Beacon at 9.15pm. There is a tribute that could be read and a poem for schools, and a proclamation. There is also the idea for a fish and chip event, where all chip shops will be encouraged to open and serve fish and chips.

There could be a talk in St Mary’s or even a short service.

FHS Group have some posters that could be made use of, Ron Mayes, Robert Barber, Harry Bowdry and Dennis Smith, could do additional one for Bill. Also they have the numbers for the D Day landings, innovations, and something about the Atlantic War, could give potential 9 posters.

TB – could put a shout out for other Haverhill participants.

CT – Will have serving member photo’s, will look have a look through.

Max – Happy for the Church to be used for a service and exhibition space.

CP – Could the posters be changed to banners? This would be quite effective. Would need to work out how to fly that number of flags.

TB – There are a whole host of commonwealth nations involved across the globe, but the main 13 are listed above. It would be good for people who live in the town now to see the involvement of their ancestors.

M – has found a better solution for the lamps on Bruno Peak’s website, can get them cheaper and they could be painted by young people. Agreed with JB that posters could go in windows of High Street and Queen Street.

CP – To re-cap, simple event on the day (flag raising, small service in the middle of the day), the main event on the Saturday itself being a D-Day theme.

TB – Fly combined forces flag – to decide on the other to fly.

CT – To organise a Bugler

CP – Invite RBL for standards.

DS

DM / Tech

SM to work up this proposal

CT

CP
CT
CP

DS – in the middle of all this, we have Suffolk Day – when would we raise Suffolk Flag for the day?

CP – Banners left up, but can use the three flagpoles on the square to put up St Edmunds flag up and the Union Flags as it is also the Prince of Wales birthday.

CP – To bear in mind that both Suffolk Day and SAFD the official events are in Haverhill.

SM – will get things in motion and talk to Brian and Charmian.

SM

c) Suffolk Armed Forces Day

JB - Flag raising 29th June.

JB – Have decided to dispense with longer route of convoy, which has had its day. There will be a shorter convoy from HAC Car Park to Market Square, via Duddery Hill, Clements Lane and Camps Road, to arrive at same time on to Market Square to meet up with HAC team to get into position.

CP – Could we arrange for the civic representatives from across Suffolk to ride in them?

TB – Contact liaison officer at Suffolk County Council, Suffolk Armed Forces Covenant to put invite out to RAF Wattisham and Honington to invite their units.

JB – Royal Anglian Regiment too?

CP – We had a naval submariner join the Remembrance Parade as a guest of Councillor Margaret Marks. He was with HMS Vengeance (associated with West Suffolk DC). We can work with Ruth Pusterla as she holds the invite list that we expect West Suffolk would want to invite.

TB could we ask the Red Arrows, as AFD is within their show season – fly past?

SM – Entertainment – to ask the Steel Band; Silver Band (Glen Miller type stuff), Sea Cadet Band, Military Band. Will speak to RAF Honington

SM

CT – Gazebos – could move to the High Street to accommodate any band or entertainment. Posters could go up in the gazebos, pop up banner with new logo.

CT – Steve Gibson and Kelly Bennett would like to bring their Lancaster bomber restoration stall again.

AFD 24th June - Flag Raising

Keep the format, improve audio. Invite Chair of West Suffolk Council. Advert for the main event.

JB – Grants available.

d) Suffolk Day – 21st June

CP & SM are having a meeting with Oliver Paul, organiser on behalf of the County, on Thursday. They will walk him around the Market Square and let him know the format we have in mind.

SM:

- Castle Manor and Samuel Ward – writing a joint proclamation,

- Nigel from Reeds Farm will bring a Suffolk Punch horse,
- Choir / Singers
- Contacted Cadets
- Mini project around pargeting (plaster work on cottages), contacted schools,
- SlackMaGirdle Morris Band attending

9.30am formal event, to allow people to travel to Haverhill, Suffolk Punch after school, bits in-between, but is fleshing things out at the moment

CT – Could invite Pete Isaacs

CP – Our job to ensure we organise something to work on Radio and TV

CP – Give invite enhanced list to VP

SM

e) Remembrance Sunday

Invite Sea Cadets again.

Use Bus again – contact Stagecoach to put bus on for the less abled?

Fire Engine or Police car

SM

f) Christmas Civic Service

4th December 2024

Invite Samuel Ward Choir earlier rather than later

VP

CV24 Date of Next Meeting

/007 19th March 2024

CV24 Closure

/008 The Chair declared the meeting closed at 20.18pm

Signed
Chair

Date