



HAVERHILL
TOWN COUNCIL

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

CIVIC EVENTS WORKING PARTY

Held on Tuesday, 9th July 2024 at 7.00pm

- Present:** Councillor J Burns (Chair)
Councillor D Smith (Mayor)
Councillor A Brown
Councillor Q Cox
Councillor B Davidson
Councillor A Luccarini
Revd. M Drinkwater
Mr B Mills
Mrs C Thompson
Mr B Thompson
- Apologies:** Councillor D Page
- In Attendance:** Colin Poole, Town Clerk
Vicky Phillips, Deputy Town Clerk
Sara Marsh, Comms & Customer Experience Manager
Gary Wilson, Operations Manager
Jane Lomas, Council Administrator

MINUTES

CV24 Welcome

/027 The Chairman welcomed everyone to the meeting.

CV24 Apologies for Absence

/028 None.

CV24 Declarations of Interest and requests for Dispensation

/029 None.

CV24 Minutes of the previous meeting

/030 It was proposed by Councillor A Brown and seconded by Councillor Q Cox, that the minutes of the meeting held 21st May 2024 be agreed as a true record.

RESOLVED

CV24 Matters Arising not on the agenda

/031 None.

ACTION

CV24 Review of Civic Events 2024 - review

/032 a) D-Day 80 (Thursday 6th June)

It was agreed that this event went extremely well. The banners and flags on Market Square and along the High Street helped to create a stunning atmosphere which was commented upon positively on social media. Dignitaries were impressed by the event. Congratulations to the team who worked hard to put on this very successful event.

Next year will be VE-80 and VJ-80 and it is hoped that events can be held along a similar vein.

b) Suffolk Day (Friday 21st June)

On the whole this event went very well, although there was a little confusion around configuration and the direction of seating. Some dignitaries sitting in chairs were exposed to, and facing, the sun, which was very hot. Future events may consider providing more shade.

It was agreed that Suffolk Day showed Haverhill in a good light and all those who worked to put this event on should be immensely proud of the outcome of the day.

c) Suffolk Armed Forces Day (Saturday 29th June)

This event also went extremely well. The turnout of military vehicles was higher than usual which may have been due to the weather, as many of the vehicles are open-topped and cannot attend in the rain. However, Suffolk Armed Forces Day is gathering a reputation for a good event, and it is expected this uptick in participation will continue. Although difficult to predict numbers, it would be prudent to earmark overflow parking.

The Glenmoriston Pipe Band and The Big Sing very much enjoyed themselves and are keen to take part again next year. Free parking at the Arts Centre was an unexpected bonus. There was a mixed response about the level of footfall from stallholders around St Mary's Church. A couple of High Street retailers said they had an increase in footfall which was a positive knock-on effect.

Finishing for next year might include:

- Starting the day a little earlier, aiming to finish at 3pm.
- Providing chairs for dignitaries as the weather this year was hot.
- Encouraging High Street retailers to decorate their windows.
- Considering stallholders being moved to the pavement on the High Street of St Mary's Church.
- The MC promoting the designated charity.

It was agreed that everyone involved in putting on this event should be congratulated on creating a highly successful day.

CV24 Future Civic Events for 2024

/033 a) Remembrance Sunday (Sunday 10th November)

It was agreed that plans for this year's event will follow the same plan as last year with just a few tweaks.

Last year the parade went really well although at the end of the return to Market Square was some confusion when the parade arrived. As well as a Parade Master, it may be prudent to enlist one or more 'military stewards' to support the Parade Master by giving instructions to groups in the parade regarding where and when to stop and the direction to proceed, as the parade Master cannot be everywhere at once. Additionally, HTC stewards need to be fully briefed on who is going where so they can be dynamic in supporting the Parade Master and 'military steward'.

Road closures have been applied for. In September, physical meetings to survey the route will take place.

b) Christmas Civic Service (Wednesday, 4th December)

The Deputy Town Clerk is liaising with Sam Ward Academy regarding a choir. The Deputy Town Clerk, Revd. Max and Mayor Smith will meet to review plans for the event.

CV24 Date of Next Meeting

/034 Tuesday, 01 October 2024

CV24 Closure

/035 The Chair declared the meeting closed at 7.58pm.

Signed
Chair

Date