



HAVERHILL
TOWN COUNCIL

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

COMMUNITY EVENTS WORKING PARTY

Held on Monday 17th April 2023 at 7.00pm

Present: Councillor A Brown
Councillor J Burns (Chair)
Councillor B Davidson
Councillor P Hanlon
Councillor A Luccarini (from 7.15pm)
Councillor M Marks (Vice Chair) (from 7.15pm)
Councillor D Roach

Apologies: Councillor L Miller-Jones

Absent:

In Attendance: Councillor J Mason
Colin Poole, Town Clerk
Sara Marsh – Projects Manager
Gary Wilson – Operations Manager
Jane Lomas – minute taker

MINUTES

CE23 /010	<u>Welcome</u> It was noted that this Working Party has no delegated authority and all decisions must be ratified by the Leisure and Community Committee.	ACTION
CE23 /011	<u>Apologies for Absence</u> The above apologies were noted.	
CE23 /012	<u>Declarations of Interest and requests for Dispensation</u> None.	
CE23 /013	<u>Minutes of the previous meeting</u> It was proposed by Councillor A Brown, seconded by Councillor J Burns, that the minutes of the meeting held on Monday, 23 rd January 2023 be agreed as a true record. RESOLVED	

CE23 /014	<p><u>Co-option of Members of the Public</u></p> <p>The Town Clerk has extended an invitation to Wendy Yagir – Star Burgers. No response has been received.</p>	
CE23 /015	<p><u>Community Events for 2023</u></p> <p>The meeting reviewed the progress made on the community events programme.</p> <p>a) Beer Weekend The Project Manager has met with Martin Bate, Chair of West Suffolk CAMRA who are keen to run an event with the help of Haverhill Town Council. No dates are available for 2023 so this has been booked for 19th and 20th April 2024.</p> <p>b) Big Day Out Wednesday 26th July A climbing wall, inflatables, and first aid have been booked. Sara will arrange to meet the Haverhill Volunteer Centre Co-ordinator to discuss requirements and availability. Sara suggested there could be a ‘loose theme’ of heroes/heroines so that people have the option to dress up.</p> <p>Councillor A Brown suggested that it would be helpful to have an idea of numbers attending to plan for future events. The Operations Manager advised that a ball-park figure is used for licensing purposes. It was agreed that it is difficult to have an exact number because the space is open. Discussion arose regarding the possibility of using Google analytics to track mobile phones to give more accurate numbers. It was suggested that Councillor A Luccarini may be able to assist with analytics.</p> <p>c) Picnic in the Park Tuesday 1st August First aid, inflatables, face painters and some craft stalls have been booked. This year there will be two face painters as last year one was not enough.</p> <p>Traffic into the car park was not handled well last year. This year there will be fewer volunteers as the day has been moved to a Tuesday; volunteers are only available on Wednesdays. Extra help will be required for marshalling. It was agreed that, if possible, the date will be moved to Wednesday, 2nd August (swapping with Chalkstone Fun Day) so that more volunteers are available.</p> <p>d) Fun Days (Chalkstone, Clements, Parkway) Sara Marsh informed the meeting that a few things are booked in for Chalkstone and Clements Fun Days.</p> <p>The Town Clerk has been in touch with St Felix Church regarding a Parkway Fun Day but no plans have been made so unlikely for this year. Councillor Burns suggested that this should be planned for next year, together with Fun Days for new developments north of the town.</p>	<p>SM</p> <p>Cllr AL</p> <p>SM</p>

	<p>Councillor Pat Hanlon asked if the Working Party could be informed regarding the dates of Chalkstone Fun Day and Picnic in the Park once confirmed.</p> <p>Gary Wilson asked if everyone could ask for volunteers for these events as he will be imminently creating rotas for stewarding.</p> <p>e) Haverhill in The Park Fri 18th - Sun 20th August Councillor Burns reported that he has secured sponsorship from Redrow (£2,000). Anderson's have offered the use of some fencing but it needs to be inspected to ensure it is fit for use. Persimmon have a monthly grant fund which they have invited HTC to apply for. Councillor Luccarini reported that he has no news from Churchill. Councillor Burns suggested that Councillors approach any organisations they think will be in a position to offer sponsorship.</p> <p>Gary Wilson informed the group that the paperwork is moving forward and that SAG should not be required this year as there is no significant change from last year. Booking of the bands is progressing.</p> <p>Councillor Burns reported that preparation will begin a day earlier than last year.</p> <p>f) Halloween Trail Friday 27th October Sara Marsh reported that nothing has been planned yet. An internal meeting looked at the possibility of relocating the event to the town centre. The concept of a trail would still exist but there would be other associated activities, eg theatre performance, apple bobbing.</p> <p>Discussion ensued around the proposal. It was agreed that this event is historically successful in its current format, but that a change shouldn't be discounted. It was decided to keep the event in the current format for this year, at East Town Park. However, officers were invited to put forward a more detailed proposal for a different event in 2024, for Councillors to consider.</p> <p>g) Single Christmas Event and Christmas Fireworks Saturday 2nd December The Clerk reported back on the complaint regarding lack of Christmas icicle lights on Queen Street buildings because of the inadequacy of fixing points due to the irregularity of the buildings. The Town Clerk has had a meeting with Aylesford Electricals and spoken to Rayleigh Town Council who have a similar issue regarding the irregularity of buildings and a wide street. The Town Clerk has contacted Suffolk Highways to ascertain if they would have any objections to the installation of temporary streetlight columns to carry the lights. If there are no objections from Suffolk Highways, the next step will be to explore the</p>	<p>SM</p> <p>CP</p> <p>GW, SM</p> <p>Clerk</p>
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	<p>practicalities and cost of fitting these near buildings that are unable to accommodate an anchor point. The Clerk highlighted that it may be very difficult to install sockets where we need them due to the underground utilities, but will persevere.</p>	
CE23 /016	<p><u>Any Other Business</u></p> <p>a) The Project Maanger reported that funding from Suffolk Community Foundation has been received for eight workshops in the Arts Centre and various places around the town. She will circulate the list to all members of the Working Party.</p> <p>b) This weekend is Buzz Theatre performance with bug hotels, the Woodland Trust, RSPB, Anglian Water, Get Suffolk Reading, buskers, give-aways, etc.</p> <p>c) Work has not yet started on the September market.</p>	SM
CE23 /018	<p><u>Date of Next Meeting</u></p> <p>Monday, 10 July 2023</p>	
CE23 /017	<p><u>Closure</u></p> <p>The Chairman declared the meeting closed at 7:59pm.</p>	

Signed

Chairman

Date