

You are hereby summoned to attend the meeting of Haverhill Town Council to be held in The Studio, Town Hall, High Street, Haverhill, on Tuesday 24th March 2009 commencing at 7.00 p.m., for the purpose of transacting the following business

CONSTITUTION: Town Mayor: Cllr. L Ager
Town Councillors: S Bowes, M Byrne, L Carr,
P French, A Gower, P Hanlon,
E McManus, P McManus,
M Marks, Mrs M Martin,
G Price, K Richardson,
A Samuels and T Woodward

AGENDA

1. **Apologies for Absence**
Please give any apologies to the office by 5.00p.m. of the day of the meeting.
2. **Declaration of Interests**
For Members to declare any interests they may have on items on the agenda.
3. **To confirm Minutes of Meeting held 3rd February 2009**
4. **To deal with any urgent matters arising from the Minutes not covered by this agenda**
5. **Inspector Andrew Mason, Suffolk Police**
To discuss Policing issues in the Town.
6. **Sally Rodwell, Manager of Haverhill Community Resource Unit**
To outline proposals to upgrade community facilities in the library area

PUBLIC FORUM

7. **Adoption of Committee Reports**

Planning Committee

To move the adoption of the minutes of the Planning Committee meetings held 3rd February and 3rd March 2009.

Arts & Leisure Committee

To move the adoption of the minutes of the Arts & Leisure Committee meeting held 10th March 2009.

Finance Committee

To move the adoption of the minutes of the Finance Committee meeting held 17th March 2009.

8. **Earmarking of Reserves**

To agree the earmarking in reserves of the sums outlined in the attached report.

9. **To Consider the Use of Unspent Grant Funds**

To consider the use of unspent Grant funds (see attached)

10. **To Consider the Adoption of the Power of Well-Being**

To consider the adoption of the Power of Well-Being (see attached).

11. **To Consider Establishing a Team to Oversee and Bid for Funds to Enhance St Mary's Churchyard (see attached)**

To consider establishing a team to oversee and bid for funds to enhance St Mary's Churchyard

12. **To Consider Establishing Volunteering Opportunities**

To consider establishing volunteering opportunities (see attached)

13. **To Consider Establishing A Luncheon Club**

To consider establishing a luncheon club (see attached)

14. **To authorise payments.**

To authorise the following cheque lists:-

Date	Cheque No.s	Value
20.01.09	004556 – 004571	£ 8,092.98
27.01.09	004572 – 004578	£ 786.53
03.02.09	004579 – 004593	£ 6,132.65

12.02.09	004594 – 004613	£ 49,107.08
24.02.09	004614 – 004639	£ 40,030.95
03.03.09	004640 – 004655	£ 3,510.01
13.03.09	004656	£ 184.00
10.03.09	004657 – 004678	£ 43,892.32

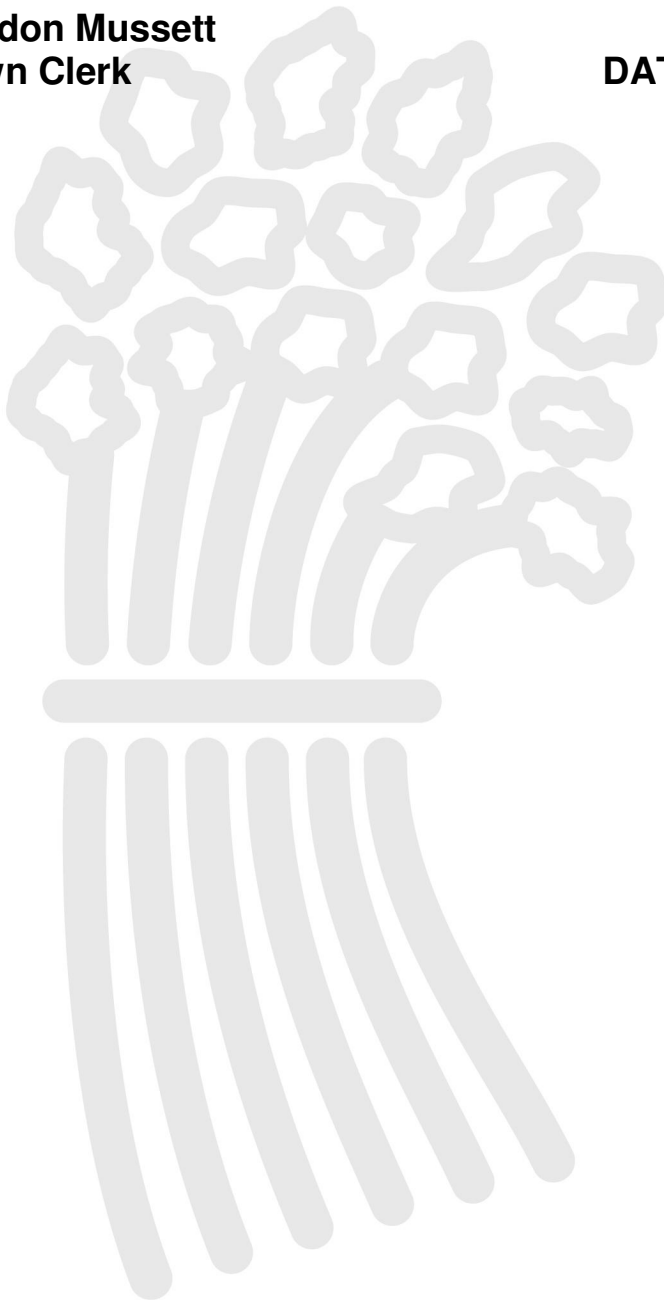
15. **To receive urgent correspondence**

16. **Closure**

Gordon Mussett

**Gordon Mussett
Town Clerk**

DATE: 17th March 2009



Funding for Debt Advisors

Council are advised that the outcome of all funding support bids by the CAB, and decisions by other authorities on additional funding, should be known by the end of April 2009, at which time Council will be better positioned to determine how to allocate the £25,000 provision in the budget for financial advice for 2009/10.

However, at this time there is the sum of £1,600 unspent in the 2008/9 budget for grants to local organisations, and Members may wish to consider whether this sum be spent to support the other Charity working on debt management advice in Haverhill, Christians Against Poverty.

Members are asked to consider the use of these unspent funds.

Power of Well-Being

This newly created power is only available to local Councils that satisfy certain criteria. Other than the need to train the Clerk and Councillors in the power of well-being Haverhill Town Council meets the criteria.

The new power is similar to the existing power of Section 137 of the Local Government Act 1972, but with some key differences, which include:-

- a) no limit of total expenditure
- b) the ability to fund individuals
- c) the ability to fund improvements to the health of an area
- d) the powers to form companies and other corporate bodies
- e) the powers to act outside an authority's area

Whilst the effect of this new power is as yet unproven, it does include opportunities for a forward-thinking Council to act to ensure the overall "well-being" of its area and residents and, particularly in a time of change, to form or establish other corporate bodies.

Members are asked to determine if they wish to be trained in this power with a view to adopting it.

To Consider Establishing a Team to Oversee and Bid for Funds to Enhance St Mary's Churchyard

St Mary's Churchyard has been the subject of a previous enhancement project which was never seen through to fruition in terms of a formal application for funding. This proposal is to revisit the original concept for enhancement, update it and make a funding application.

Members are asked to consider support for this project

Scheme for Volunteer Ushers at Haverhill Arts Centre

Purpose

To provide a volunteering opportunity to the unemployed

Description of Scheme

The volunteering opportunity would be offered via Haverhill Volunteer Bureau. The volunteers would "sign up" to act as Ushers to support existing employed Ushers at Arts Centre events.

Volunteer Ushers would receive full induction training and be issued with an Arts Centre sweatshirt

Volunteer Ushers would be expected to undertake the full range of Usher duties, including dealing with the public, seating the audience, evacuation of the audience in an emergency, dealing with unruly or ill members of the public, and cleaning the seating after a performance.

Volunteer Ushers may cancel their pre-arranged shift with one hour's minimum notice to attend any other job or Job Centre interview/appointment.

The Town Council will guarantee to recruit to its pool of employed Ushers from with the Volunteer Usher Group as and when vacancies arise.

Volunteer Ushers will not be expected to be the only Usher on duty at an event.

Costs to the Council

A contribution to the Volunteer Centre to cover recruitment costs

A sweatshirt for each volunteer

Risks to the Council

The volunteers would be covered by the existing insurance schedule.

Advice would be needed from our Personnel Advisors and the Volunteer Bureau to ensure that a contractual arrangement did not develop with the volunteer.

Advantages to the Council/Town

It enables the unemployed to develop their "people" skills

It enables the unemployed to demonstrate their willingness to work

It enables the unemployed to have a reference from the Town Council

It provides additional customer-focussed staff at events

Scheme for Litter Picking Volunteering Scheme

Purpose

To provide a volunteering opportunity to the unemployed
To provide additional litter picking throughout the town.

Description of Scheme

The volunteering opportunity would be offered via Haverhill Volunteer Bureau.
The volunteers would “sign up” to act as litter pickers for a set number of hours a day, two or three days a week..

Volunteer litter pickers would receive full induction training and be issued with full protective clothing, including boots, overalls, jackets, gloves as well as equipment (litter pickers, bags, etc)

One litter picker would be selected for further training to enable them to act in a “foreperson” type role.

Volunteer Litter Pickers would be expected to meet at a pre-arranged site each day and, working from that location, pick and bag for later collection, any litter found in that area,

Volunteers may cancel their pre-arranged shift with one hour’s minimum notice to attend any other job or Job Centre interview/appointment.

Volunteer Litter Pickers will not be expected to work alone, nor in inclement weather.

Costs to the Council

A contribution to the Volunteer Centre to cover recruitment costs

Full protective clothing and equipment for each volunteer

Risks to the Council

The volunteers would be covered by the existing insurance schedule.

Advice would be needed from our Personnel Advisors and the Volunteer Bureau to ensure that a contractual arrangement did not develop with the volunteer.

Advantages to the Council/Town

It enables the unemployed to demonstrate their willingness to work

It enables the unemployed to have a reference from the Town Council

It provides additional litter-picking in the town

To Consider Establishing a Luncheon Club in the Arts Centre

The vacating of the WRVS kitchen has opened up some opportunities to increase the range of community support facilities offered at the Arts Centre, and in particular the possibility of establishing a luncheon club.

Such clubs operate one or two days a week, and users are predominantly, but not exclusively, the elderly (Age Concern produce a manual on how to set up and run such clubs). It would be important that any such club did not draw trade from the Bistro, where sale of food/drink attract a profit as distinct from a luncheon club where the aim is to cover costs. However there is a potential target audience of those who are otherwise housebound or less actively mobile and who would benefit from the opportunity to meet in a social way over lunch. Age Concern already have a core of Haverhill residents who receive “befriending” at home.

The costs associated with running such a club are:-

Premises – the Town Council could offer use of the bar area free of charge

Food – this cost would be recovered by contributions from those attending the club

Transport to/from the club – 3CT could be used to collect members from/return members to their homes

Cooking/serving/clearing food – this could be employee costs or undertaken by volunteers

It may be possible to seek some start-up funding to help establish the viability of a luncheon club.

Members are asked to consider if they would like to pursue the option of establishing a luncheon club.