

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 23rd June 2009 commencing at 7.00 p.m., for the purpose of transacting the following business

CONSTITUTION: Town Mayor: Cllr. E McManus
Town Councillors: L Ager, S Bowes, M Byrne,
L Carr, P French, A Gower,
P Hanlon, 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 Meetings held 26th May and 2nd June 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.

PUBLIC FORUM

6. Adoption of Committee Reports

Planning Committee

To move the adoption of the minutes of the Planning Committee meeting held 2nd June 2009.

7. Report from the Town Council Representative on the Standards Committee

8. Report from the Town Council Representative on the Haverhill Area Working Party

9. Report from the Town Council Representative on the Haverhill Partnership Executive

10. To Consider The Funding of Financial and Debt Advice

Following confirmation of CAB funding for 2009/10 to consider the funding of financial and debt advice (attached)

11. To Comment on Planning Application No. SE/09/0609 – Sturmer End, Sturmer Road

12. To Receive The Internal Auditor's Notes on the 2008/2009 Accounts (to follow)

The Council is required to receive, note, and action if required, the comments of the Internal Auditor on the accounts for 2008/2009.

13. To Agree the 2008/2009 Accounts, Agree the Statement of Internal Control, and Sign Off The External Audit Form for the 2008/2009 Accounts (attached)

The Council is required to agree the accounts and sign off the form for the External Auditor on the accounts for 2008/2009.

14. To authorise payments.

To authorise the following cheque lists:-

Date	Cheque No.s	Value
19.05.09	004865 – 004877	£3,498.64
19.05.09	004878	£133.36
26.05.09	004879 – 004887	£4,373.16
02.06.09	004888 – 004903	£5,381.78
09.06.09	004904 – 004917	£45,835.95

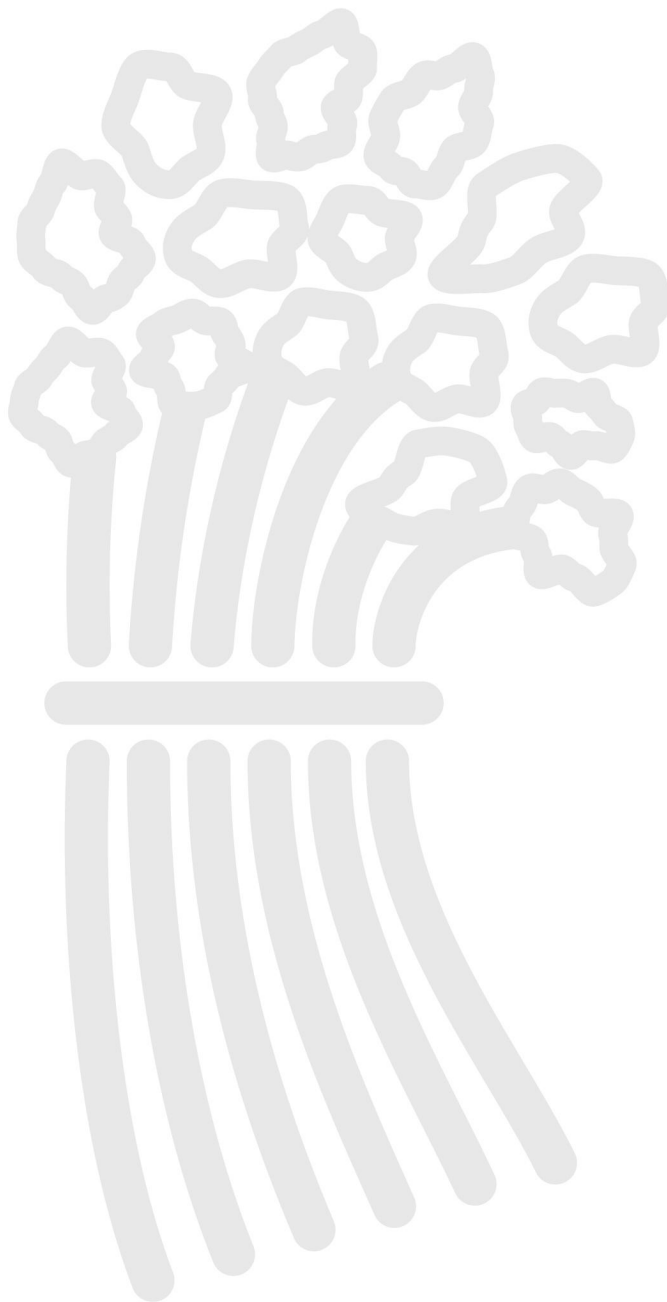
15. To receive urgent correspondence

16. Closure

Gordon Mussett

Gordon Mussett
Town Clerk

DATE: 16th June 2009



REPORT FOR HAVERHILL TOWN COUNCIL 23 JUNE 2009

STANDARDS COMMITTEE

Several months ago I advised the Town Council that the role of the Standards Committee was to change. Complaints would no longer be directed to the Standards Board but would be directed in the first instance to the local Standards Committee.

Although there were historic records from the Standards Board on the numbers of complaints received, concern was expressed that our small team might be overrun with work and it was therefore agreed that we would enter into a reciprocal arrangement with Forest Heath. Whereby, if we had a vast number of complaints to consider or if we had difficulty meeting the committee requirement (explained further down) we could call upon members of Forest Heath to assist and vice versa.

Since the introduction of the new arrangement there has only been one occasion today where it has been necessary for either party to request this support.

Under the new arrangement, a complainant would put their complaint in writing to the Standards Committee via a formal complaint document. They may attach to this any form of evidence to support their claim, for example : transcripts of telephone messages, emails, copies of minutes, agendas or other documentary evidence that might have been collated by the complainant, indeed in one case we receive an A4 file of supporting evidence to consider.

Joy Bowes, Head of Democratic Services and a Solicitor, initially determines the required make up of the Sub-Committee who will first consider this complaint. All sub-committees are required to have an independent member as Chair and if the complaint refers to a Town or Parish Councillor then at least one other member of the sub-committee must represent Town or Parish Councils. The other member may be independent, Borough or Town/Parish. Similarly, if the complaint refers to a Borough Councillor, then one of the sub-committee must be a Borough Representative.

Each sub-committee is made up of three members of the Standards Committee.

The entire Standards Committee comprises 9 members : 3 Borough Councillors, 3 Independent and 3 Parish/Town. Following the recent death of David Warren (Independent) and the resignation of Graham Marler (Parish) an urgent recruitment programme is underway to restore the Standards Committee to full strength.

Joy Bowes also provides written guidance concerning which elements of the Code of Conduct "may" have been breached.

The documents are provided to each member of the sub-committee for consideration and they have three courses of action:

- To dismiss the case
- To ask for further evidence (an investigation)
- To propose mediation

In the event that the case is dismissed the complainant has the right of appeal at which time the case would be re-considered by a second Sub-Committee.

If it is again dismissed the complainant may decide to press for a judicial review. This is a costly process for the Borough Council.

An investigation is a time-consuming and costly exercise. The investigation involves interviewing all parties involved in the complaint and witnesses, preparing statements and collating evidence and summarising the findings. This is carried out by a member of the Democratic Services legal team and may take many weeks or months to complete.

Mediation is not often chosen as an alternative route for two reasons. Firstly it implies that there is substance to the complaint which may offend innocent parties, and secondly it is a costly option. However, it was successfully negotiated in a recent difficult case resulting in the complainant withdrawing his judicial appeal application and thus was cost effective.

Fortunately, there have been few complaints to consider following the introduction of the new process and it has given time for the Standards Committee members to become more competent in the role they are required to perform.

The Standards Committee is also responsible for monitoring the Register of Interests and reminding Councillors of their obligations in this regard. The Monitoring Officer brings to the attention of the Committee any shortcomings and they then determine the course of action to be taken to rectify this.

The Standards Committee is also being encouraged to take the Code of Conduct principles into the wider audience and encourage groups (like Partnership arrangements) to adopt the Code. To date this has not been met with wild enthusiasm.

Although I am still in a steep learning curve , I will be more than happy to respond to any questions you may have in relation to the role of this Committee.

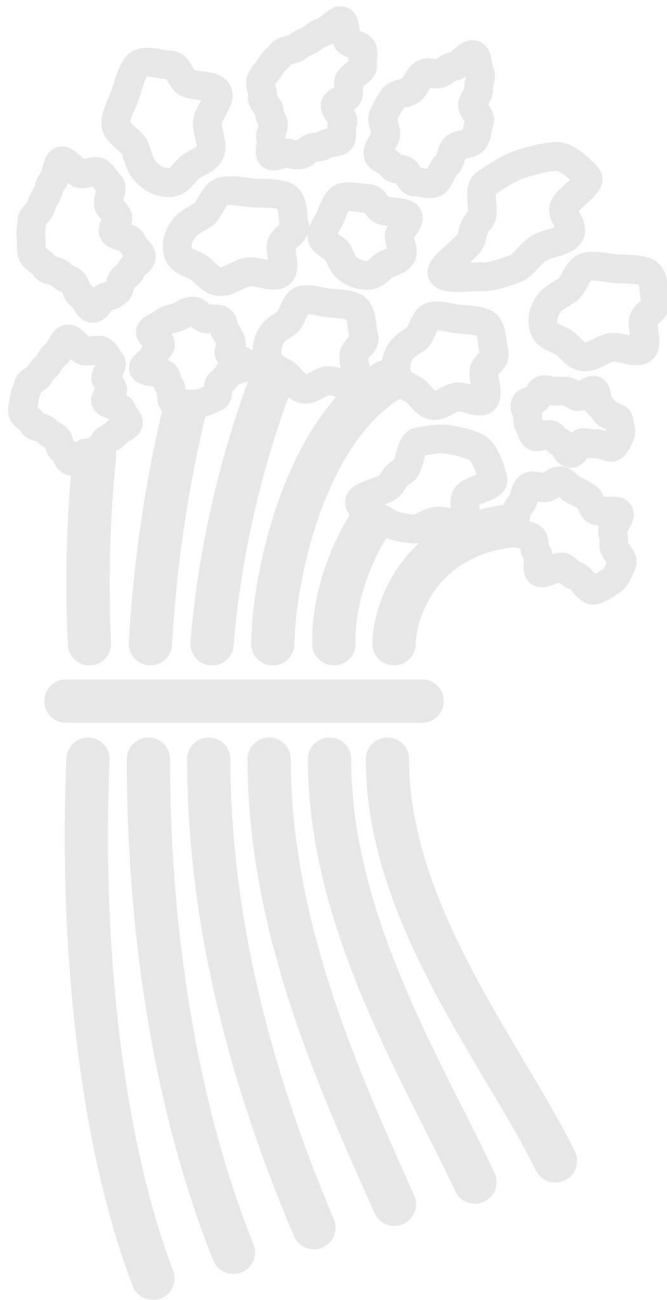
Margaret Marks
June 2009

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.



Section 1 – Statement of accounts for

HAVERHILL TOWN COUNCIL OR MEETING HERE

In completing the boxes below please explain any significant variances on a separate sheet and send this to the external auditor together with a copy of your bank reconciliation as at 31 March 2009.

	Year ending		Notes and guidance
	31 March 2008 £	31 March 2009 £	
1 Balances brought forward	181,272	372,297	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2 (+) Annual precept	506,157	579,331	Total amount of precept received in the year.
3 (+) Total other receipts	477,169	454,939	Total receipts or income as recorded in the cashbook less the precept. Includes support, discretionary and revenue grants.
4 (-) Staff costs	308,178	342,764	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5 (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on borrowings (if any).
6 (-) Total other payments	484,122	572,089	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	372,297	491,713	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	370,557	529,905	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconciliation.
9 Total fixed assets and long term assets	198,239	205,591	The recorded book value at 31 March of all fixed assets owned by the council and any other long term assets e.g. loans to third parties and any long term investments.
10 Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11 Trust funds (including charitable) disclosure note	YES/NA	YES/NA	The council acts as sole trustee for and is responsible for managing trust funds or assets. (Readers should note that the figures above do not include any trust transactions.)

I certify that the statement of accounts contained in this annual return presents fairly the financial position of the council/meeting and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2009.

Signed by Responsible Financial Officer

SIGNATURE REQUIRED

Date DD/MM/YYYY

I confirm that these accounts were approved by the council/meeting and recorded as minute reference

MINUTE REFERENCE

Date DD/MM/YYYY

Signed by Chair of meeting approving this statement of accounts

SIGNATURE REQUIRED

Date DD/MM/YYYY

Section 2 – Annual governance statement

We acknowledge as the members of **ENTER Haverhill Town or Council HERE** our responsibility for ensuring that there is a sound system of internal control, including the preparation of the statement of accounts. We confirm, to the best of our knowledge and belief, with respect to the statement of accounts for the year ended 31 March 2009, that:

	Agreed – Yes or No*	'Yes' means that the council/meeting:
1 we have approved the statement of accounts which has been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.		prepared its statement of accounts in the way prescribed by law.
2 we have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 we have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or on its finances.		has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.
4 we have provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		during the year has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5 we have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		considered the financial and other risks it faces and has dealt with them properly.
6 we have maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems and carried out a review of its effectiveness.		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the council and reviewed the impact of this work.
7 we have taken appropriate action on all matters raised in reports from internal and external audit.		responded to matters brought to its attention by internal and external audit.
8 we have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the statement of accounts.		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9 Trust funds (including charitable) – in our capacity as the sole managing trustee we have discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	YES, NO or N/A	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by the council/meeting and recorded as minute reference

COUNCIL MINUTE REFERENCE dated **DD/MM/YYYY**

Signed on behalf of **ENTER NAME OF LOCAL COUNCIL OR MEETING HERE**

Signed by: Chair **SIGNATURE REQUIRED** Date **DD/MM/YYYY**

Signed by: Clerk **SIGNATURE REQUIRED** Date **DD/MM/YYYY**

***Note:** Please provide explanations to the external auditor on a **separate sheet** for each 'No' response that has been given; and describe what action is being taken to address the weaknesses identified.

Section 4 – Annual internal audit report to

ENTER NAME OF LOCAL COUNCIL HAVERHILL HER TOWN COUNCIL

The council's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2009.

Internal audit has been carried out in accordance with the council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and, opposite, are the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the council.

Internal control objective	Agreed? Please choose from one of the following Yes/No*/Not covered**
A Appropriate books of account have been properly kept throughout the year.	Yes
B The council's financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	Yes
C The council assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	Yes
D The annual precept requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	Yes
E Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	Yes
F Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	Yes
G Salaries to employees and allowances to members were paid in accordance with council approvals, and PAYE and NI requirements were properly applied.	Yes
H Asset and investments registers were complete and accurate and properly maintained.	Yes
I Periodic and year-end bank account reconciliations were properly carried out.	Yes
J Year-end accounts were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with cash book, were supported by an adequate audit trail from underlying records, and, where appropriate debtors and creditors were properly recorded.	Yes
K Trust funds (including charitable) The council has met its responsibilities as a trustee.	Yes/NO/NA

For any other risk areas identified by the council (list any other risk areas below or on separate sheets if needed) adequate controls existed:

Name of person who carried out the internal audit LYNNE LODGE (HEELIS X LODGE)

Signature of person who carried out the internal audit L. Lodge REQUIRED Date 22/05/2009

*Note: If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

Haverhill Town Council - y/e 31 Mar 2009

Income and Expenditure Account for Year Ended : 31st March 2008

31st March 2007		31st March 2008
	Income Summary	
506,157	Precept Received	579,331
506,157	Sub Total	579,331
	Operating Income	
0	Central Administration	23
0	Other Services to the Public	0
38,438	Other Costs and Income	35,873
21,375	Arts & Leisure-Events	21,305
20,315	Arts & Leisure-Young People	8,723
0	Arts & Leisure-Other Costs/Inc	50
101,979	Arts Centre-Cinema & Theatre	101,939
27,169	Arts Centre-Lettings	29,663
404	Arts Centre-Technical	1,261
257,489	Arts Centre-Other Costs/Income	244,293
10,000	Community First	11,809
983,326	Total Income	1,034,270
	Running Costs	
17,036	Democratic Representation	7,814
175,214	Central Administration	181,895
1,227	Section 137 Freedom Haverhill	130
102,265	Grants to Town Hall Charity	147,397
0	Grants to Arts & Leisure	0
6,292	Other Costs and Income	6,500
91,770	Arts & Leisure-Events	100,829
23,154	Arts & Leisure-Young People	17,651
1,878	Arts & Leisure-Marketing	0
0	Arts & Leisure-Films/Artistes	0
1,930	Arts & Leisure-Other Costs/Inc	1,338
0	Arts Centre-Cinema & Theatre	0
0	Arts Centre-Events	0
0	Arts Centre-Multi Arts	0
38,879	Arts Centre-Marketing	42,828
74,981	Arts Centre-Films and Artistes	80,323
12,106	Arts Centre-Technical	9,031
177,744	Arts Centre-Other Costs/Income	215,891
67,823	Community First	103,225
792,300	Total Expenditure	914,854
	General Fund Analysis	
62,117	Opening Balance	177,672
983,326	Plus : Income for Year	1,034,270
1,045,442		1,211,942
792,300	Less : Expenditure for Year	914,854
253,142		297,088
103,686	Transfers TO / FROM Reserves	75,470
149,456	Closing Balance	221,618



Printed on : 09/06/2009

Haverhill Town Council - y/e 31 Mar 2009

At : 16:29

Balance Sheet as at - 31st March 2008

31st March 2007		31st March 2008		
Net Value	Fixed Assets	Cost of Asset	Depreciation	Net Value
0		0	0	0
Current Assets				
17,659	Debtors	34,400		
347	Other Debtors	0		
26,456	Prepayments	3,048		
60,843	Lloyds - Combined Curr+30day	17,185		
2,604	Lloyds - Payroll Account	4,215		
305,246	Scot Widows - Tr. Tracker a/c	255,998		
0	Lloyds - Treasury Deposit	250,000		
1,798	Daily takings	2,346		
67	Petty Cash	160		
415,019			567,353	
415,019	Total Assets			567,353
Current Liabilities				
42,858	Creditors	19,761		
40,428	Other Creditors	40,577		
-64,561	Vat Control	-4,313		
14,480	Accruals	12,937		
9,202	Receipts in Advance	6,276		
255	Cinema Gift Voucher Issued	172		
60	Theatre Gift Voucher Issued	230		
42,722			75,640	
372,297	Total Assets Less Current Liabilities			491,713
Represented By				
177,672	General Reserve			259,085
194,625	Earmarked Reserves			232,628
372,297				491,713



HAVERHILL TOWN COUNCIL

SUPPORTING STATEMENT TO THE ACCOUNTS FOR YEAR ENDED 31 MARCH 2009



HAVERHILL
TOWN COUNCIL

Note 1 - Fixed assets

The Town Council's assets were last valued by the District Valuer as at 31st March 2005. The valuations were as follows:-

Furniture & Equipment contained within Haverhill Arts Centre	£58,500
Former Horse Trough (Queen Street)	£40,000
Haverhill Arts Centre Advertising Unit (High Street)	£ 7,500
3-sided Display Boards (Queen Street & Jubilee Walk)	£ 4,500
2-sided Display Boards (High Street)	£ 4,000
Bevan House, Camps Road	£65,000
Total	£179,500

Changes to Assets have occurred since then and the position at the start of 2008/2009 was as follows:-

Assets as at 31st March 2008:-

Furniture & Equipment contained within Haverhill Arts Centre	£76,494
Former Horse Trough (Queen Street)	£40,000
Haverhill Arts Centre Advertising Unit (High Street)	£ 7,500
3-sided Display Boards (Queen Street & Jubilee Walk)	£ 4,500
2-sided Display Boards (High Street)	£ 4,000
Bevan House, Camps Road	£65,000
Events Equipment	£ 745
Total	£198,239

Assets added during the year are as follows:-

Description of Asset	Value	Analysis
Nikon D40 Camera	£450	MediaHub Equipment
Sony Cybershot Camera	£300	MediaHub Equipment
Panasonic Lumix Camera	£290	MediaHub Equipment
iMac Computer x 3	£2,800	MediaHub Equipment
Macbook Computer	£945	MediaHub Equipment
LG 42" Plasma Screen	£560	Town Council Equipment
Torch Computer	£271	Town Council Equipment
36 Rechargeable Candles	£525	Town Council Equipment
Cigarette bin	£87	Town Council Equipment
2 x Chairs for Projection Box	£122	Town Council Equipment
Acrylic Display Covers	£1002	Town Council Equipment
TOTAL	£7,352.00	

Assets as at 31st March 2009:-

Furniture & Equipment contained within Haverhill Arts Centre	£83,846
Former Horse Trough (Queen Street)	£40,000
Haverhill Arts Centre Advertising Unit (High Street)	£ 7,500
3-sided Display Boards (Queen Street & Jubilee Walk)	£ 4,500
2-sided Display Boards (High Street)	£ 4,000
Bevan House, Camps Road	£65,000
Events Equipment	£ 745
Total	£205,591

In addition to the foregoing assets the Town Council has previously contributed to a share of Community assets with St Edmundsbury Borough Council, the Town Council's contribution being valued at £45,179. These assets consist principally of play equipment on East Town Park and Castlefields.

Note 2 - Leases

At the end of 2008/9 the Town Council had no lease of property.

The premises known as Bevan House, Camps Road are leased to the British Red Cross at an annual rental of £6,500 for a period of 5 years commencing 1st October 2005.

The Town Council occupies with payment of rent, the Town Hall Charity premises at Haverhill Arts Centre. In 2008/9 this charge was £147,397.

A lease existed at the start of the year in respect of a photocopier leased from Danwood. This lease commenced on 5th October 2007 for a period of 60 months at a quarterly charge of £387.50.

Note 3 - Borrowing

At the year end there were no outstanding loans due by the Council.

Note 4 – Pre-Payments

At the year end the Council was in receipt of pre-payments totalling £3,048 net. This comprised:-

Advance ticket sales	£3,048
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Note 5 - Debts outstanding

At the year end the following debts were due to the Council:

Debtor	<u>Amount £</u>	<u>For</u>
SEBC -Moyes Hall Museum	328.50	Hall Hire
Hartseats	7171.64	Staffing Recharges
The Menta Centre	50.00	Hall Hire
Hartseats	7212.32	Staffing Recharges
Nat Blood Service	189.00	Hall Hire
Nat Blood Service	189.00	Hall Hire
Hav & District Flower Club	75.00	Hall Hire
SEBC	500.00	Grant
SEBC	575.00	Grant
Jo Jingles	512.00	Hall Hire
Dance East	90.00	Hall Hire
Hav Local Learn Centre	720.00	Hall Hire
Hartseats	7434.36	Staffing Recharges
Suffolk CC - Jo Ager	187.50	Hall Hire
Hav History Group	24.00	Hall Hire
Centre Stage	850.00	Hall Hire
Hav Pensioners Assoc.	500.00	Hall Hire
SEBC	1189.35	Hall Hire
Mr Marks	713.50	Hall Hire
Theatre Royal	2516.02	Hall Hire
Hav Elect K'board Club	85.00	Hall Hire
K Cummins	80.00	Hall Hire
Centre Stage	1115.15	Hall Hire
Town Hall Charity	98.22	Recharge for Equipment
Hav U3A	49.75	Hall Hire
Suffolk PCT	33.00	Hall Hire
Cross Stitch	10.00	Hall Hire
Hav Art Group	10.00	Hall Hire
Suffolk Family Carers	110.00	Hall Hire
EPP	84.50	Hall Hire
Stoke College	730.00	Hall Hire
West Suffolk Mind	676.80	Hall Hire
West Suffolk Mind	110.00	Hall Hire
Jo Ager SCC	12.70	Hall Hire
Mr Baxter Moyes Hall	168.00	Hall Hire
TOTAL	34400.31	

£19,448.85 (56.5%) <30 days

£7,451.32(21.7%) >= 30 days and < 60 days

£7,500.14 (21.8%) >=60 days and < 90 days

Note 6 - Reserves

At the year end the Council had no Capital Receipts Reserve. The Capital Receipts Reserve represents the amount of money available within the Council's fund balance that can only be used to finance capital expenditure.

The movement on General Reserves is:-

<u>Reserve</u>	<u>Balance</u> <u>1.4.2008</u>	<u>Added</u> <u>in year</u>	<u>Used</u> <u>in year</u>	<u>Balance</u> <u>31.3.2009</u>
	£	£	£	£
General	177,672	81,413	0	259,085

Note 7 - Earmarked reserves

At the year end the Council had the following earmarked reserves:

<u>Reserve</u>	<u>Balance</u> <u>1.4.2008</u>	<u>Added</u> <u>in year</u>	<u>Used</u> <u>in year</u>	<u>Balance</u> <u>31.3.2009</u>
	£	£	£	£
Christmas Lights	3,300	600		3,900
Multiarts	6,440			6,440
Directory	16,000		6,500	9,500
Elections	12,800		1,800	11,000
Arts & Leisure Marketing	3,000		0	3,000
Arts Centre Website	1,000		0	1,000
Town Signs	4,500		0	4,500
Youth Projects	4,770	7,250	0	12,020
Town Centre				
Development	20,000	16,500	0	36,500
Long-term Maintenance	71,300	40,000	20,747	90,553
Staffing Reserve	21,015	700	0	21,715
Play Area Project	10,000		0	10,000
Cemetery Project	8,500		8,500	0
Arts & Leisure Development	2,000		0	2,000
Arts & Leisure Youth	2,000	2,000	0	4,000
Multimedia Costs	8,000	4,000	0	12,000
Environment	0	2,500		2,500
Arts & Leisure Marketing				
Development	0	2,000		2,000
TOTAL	194,625	75,550	37,547	232,628

Note 8 - Tenancies

During the year the Council held on tenancy from Havebury Housing two garages in Clarendon Road, and a third garage in Broadcroft Crescent.

Note 9 - Local Government Act 1972, Section 137 Payments

The Town Council used its powers under LGA 1972, Section 137 to provide for the award of the Freedom of Haverhill to citizens with twenty years serving the community. The total sum expended was £130.00.

Note 11 - Agency work

The Town Council did not undertake any Agency Work.

Note 12 - Advertising and publicity

The following costs were incurred in the year:

	<u>£</u>
Publicity for Arts Centre	14,184
Advertising for Arts Centre	14,817
Publicity for Town Council Events	4,547
Recruitment Advertising	1,182
Freedom of Haverhill Booklet	130
Total	34,860

Note 13 - Contingent liabilities

There are no matters that are likely to result in an ongoing contingent liability.

Note 14 - Capital commitments

The Council had no capital commitments at the year end.

Note 15 - Pensions

The Council obtained membership of the Suffolk County Council Local Government Pension Scheme with effect from 1 April 2000, with a liability to pay employers contributions at the rate of 15% of pensionable salary. The fund was revalued during 2001 and from 1st April 2008 the employer's contributions have been changed to 17.0%.

In 2008/2009 the Council paid £44,628.73 into the fund in respect of its employees.

This supporting statement is approved by the Council:

.....

Chairman
Date:

.....

Responsible Financial Officer
Date: