



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 6th April 2010 commencing at 7.20 p.m., or immediately following Planning Committee, whichever is the later, for the purpose of transacting the following business

CONSTITUTION: Town Mayor: Cllr. E McManus
 Town Councillors: L Ager, S Bowes,
 L Burgess, 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 Meeting held 23rd March 2010**
4. **To deal with any urgent matters arising from the Minutes not covered by this agenda**
5. **For the Chair to Explain to the Public How They Can Contribute to the Meeting**

PUBLIC FORUM

6. **Review of Financial Regulations**
To review Financial Regulations (attached).
7. **Accessible Toilet Changing Facility, Rear of Library**
To consider a financial contribution to the capital costs of the project (attached).

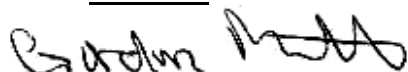
8. **To Report the Outcome of the Haverhill Community Partnership Funding Bids and Agree Further Action (attached)**
To receive details of the funding bids and to agree action on any unsuccessful bids
9. **Transfer of Community Centres (attached)**
To note the current position
10. **Suffolk Police Authority Three Year Plan (attached)**
To comment on the plan
11. **Suffolk Fire Service Draft Fire Action Plan (attached)**
To comment on the plan
12. **Town Council Website (attached)**
To note the proposed new-look website (for information)
13. **To authorise payments.**
To authorise the following cheque lists:-

Date	Cheque No.s	Value
3.02.10	5544-5567	£10,048.75
16.02.10	5568-5592	£68,423.83
25.02.10	5593-5611	£6,105.10
26.02.10	5612	£3,410.27
2.03.10	5613-5628	£9,958.01
9.03.10	5629-5647	£42,876.10
16.03.10	5648-5666	£7,364.19
23.03.10	5667-5693	£7,571.94

14. **To receive urgent correspondence**

In accord with the Provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the remainder of the meeting because of the confidential nature of the business to be transacted

15. **Funding Bids to West Suffolk Safety Partnership**
To consider making funding applications (attached)
16. **Closure**



Gordon Mussett
Town Clerk

DATE: 30th March 2010

Accessible Changing/Toilet Facility

Suffolk ACRE's Grant Finding service has been unable to identify any potential grants for which the Council is eligible to apply, either for all or a large part of the revised project costs (c£40,000 plus fees).

However there is likely to be a new capital grant scheme directed at community building launched later during 2010, and at such time an application may be submitted. It is helpful to any such bid to have an element of match funding, and Members are asked to consider ear-marking a sum (£10,000) in reserves in the event of a future funding bid being made.

To Report the Outcome of the Haverhill Community Partnership Funding Bids and Agree Further Action

Only one of the four funding bids was successful, that for the training of up to twelve youth workers. This is now being progressed in partnership with the Volunteer Centre.

The remaining three bids were unsuccessful. Members are asked if they would wish these to be supported in other ways, as follows:-

a) Market Stalls

Whilst not being able to fund the provision of market stalls to enable local residents to sell items they have made/grown at home, it would be possible to offer table space in the Arts Centre Studio on a regular basis on Saturdays. This may also attract additional Bistro trade. However given that one reason for this bid being unsuccessful was the opposition by existing market traders, do Members wish to pursue this option ?

b) Free Access to Facilities

This bid was intended to make the hire of community facilities free to local groups, in an attempt to enable them to reduce their admission fees for their members, and thus enable those families with less disposable income to participate. Central Government is funding “deprived children” to enable them to continue to access out of school activities, but paying on a child by child basis is an expensive option. It may be possible to scale down the estimated cost of the original funding bid, by starting in September, and by working in conjunction with Suffolk County Council who are administering the Government funding, but there would still be the need for some Town Council funding. The total bid, 12 months, was for £35,000; for 8 months around £24,000.

c) Community Group Support

This bid was to employ a person to provide administrative and clerical support to local community and voluntary groups, the intention being to ensure good practice, as well as assist with funding applications. A full-time post would cost £27,000, but it may be possible to start with a part-time position; if successful then a further part-time appointment could be made. Each day would enable a minimum of 4 or 5 groups to be serviced, depending on frequency of meetings, and would require around £5,400 funding per annum.

Transfer of Community Centres

St Edmundsbury Borough Council have invited expressions of interest from local community groups in taking over the management of the community centres.

The Borough Council had earlier at its Policy Development Committee meeting held 5th September 2007 (and subsequently ratified by Cabinet) that in respect of the Chalkstone Community Centre “further discussions take place with Haverhill Town Council and Suffolk County Council regarding the management arrangements for the Centre and how it can deliver greater benefit to the local community”.

Those discussions commenced but were frustrated by the lack of clear information from St Edmundsbury borough Council regarding current and future liabilities (i.e. true current budget, staffing levels, pension liabilities, long-term maintenance plan, current hirers, etc).

Until such time as this information is available Members may wish not to consider this matter further.

Town Council Website

The Town Council website has reached the point in its life where it needs a spruce up and spring clean. Aside from looking a little tired style-wise, one of the major imperatives for a re-design is to provide space to promote Town Council events more effectively. Major events such as The Fireworks Display, The Halloween Trial and the Festival will be featured prominently on the main page.

The increased promotion will be useful for the events in and of themselves but it will also play a role in building a stronger association between the events and role and involvement of The Town Council and what it does for Haverhill residents. To this end the new website will have a dedicated URL rather than be affiliated to the Haverhill UK website.

The new scheme will incorporate all the content of the current site but also include some new features. To make navigation as easy as possible and to promote a clean clutter-free design the content will be grouped into 6 main sections with various subsections. (Site map below)

Responsibilities / About

What we do; General

Link to Grants form

Link to Newsletter page to read about Grant successes

Arts Centre

Info about hiring the Arts Centre for weddings, parties & meetings with an email booking application form

Link to Arts Centre

Hire other facilities – barriers, public entertainment licences etc

Links to St Eds and Suffolk CC

Councillors and representation

List of councillors (as current)

Committees

Ward Map

Request attendance of Town Mayor at your event

Councillor Surgeries

Documents

Annual Reports

Meeting minutes

Newsletters

Freedom of Information

Budget and audit

Whats On – Town Council Events

Rolling diary eg: Fireworks, Halloween, Festival with Pix

Each with own page.

Contact us

General details +

GM

NK

VW

The design will:

- Be clean and airy, aiming to reflect a modern and dynamic council.
- Simple and customer focused. The primary aim is to impart information, not 'wow' users
- Tie in with the visual branding established in print (Summer in Haverhill, Winter in Haverhill brochures)
- Employ a wide palette of colours on different pages and sections to avoid any party political affiliations.

There follows a sample of the new design. Please note that the site map on this sample is based on the current structure not the new one.



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