

**HAVERHILL TOWN COUNCIL**  
**TOWN COUNCIL**



Dear Councillor,

You are hereby summoned to attend the meeting of Haverhill Town Council to be held in The Studio, Haverhill Arts Centre, High Street, Haverhill CB9 8AR on Tuesday 23<sup>rd</sup> September 2014 commencing at 7.00pm for the purpose of transacting the following business:

<b>CONSTITUTION:</b>	<b>Town Mayor:</b>	R André
	<b>Town Councillors:</b>	D Roach, Cllr P Hanlon, M Byrne, L Carr, P Firman, P French, E Goody, B Robbins, M Martin, B McLatchy, D Russo, A Samuels, G Stroud, J Stroud and C Turner

**This Meeting is open to the Press and Public**

**AGENDA**

1. **Apologies for absence**  
Please give any apologies to the office by 5.00pm of the day of the meeting.
2. **Presentation of cheques to Mayor's charity fund recipients**  
Mayor Roger André to present cheques to Reach, Lamp H, and Gateway from his charity fund.
3. **Declaration of interests and requests for Dispensations**  
For members to declare any interests they may have on items on the agenda and agree any dispensations to stay.
4. **To confirm the minutes of the Full Council meeting held 24<sup>th</sup> June 2014**
5. **To deal with any urgent matters arising from the minutes not covered by this agenda**
  - a) C14/030a Listing of assets of community value
  - b) C14/030b Haverhill Clock
  - c) C14/049 Town Twinning Signs

***ADJOURNMENT FOR REPORTS FROM THE POLICE AND DISTRICT/COUNTY COUNCILLORS ON ISSUES PERTINENT TO HAVERHILL and the PUBLIC FORUM***

6. **Haverhill Parish Boundary**  
To consider a proposal by Councillor P Hanlon and Councillor E Goody to request St Edmundsbury Borough Council carries out a boundary review in the light of the

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significant housing developments now progressing which blur the current boundaries.

**7. Annual Return and Audit**

- a) To receive the report of the External Auditor and note any issues arising from it.
- b) To approve the draft Terms of Reference and Specification for the Internal Audit.

**8. Review of Constitutional Documentation**

- a) To consider the adoption of the new Model Standing Orders.
- b) To consider the adoption of new Financial Regulations in order to allow for electronic payments.
- c) To consider the adoption of the revised Suffolk Model Code of Conduct.

**9. Policy Development**

- a) To consider adoption of a policy on recording and broadcasting Council meetings.
- b) To consider adoption of a policy on computer usage.

**10. One Haverhill**

To receive a verbal report from the Mayor and Town Clerk on Town Council involvement with One Haverhill, including proposals for expenditure on projects.

**11. Adoption of Committee Reports**

- a) Appeals Committee  
To note that the Appeals Committee meeting has not met since the previous meeting of the Full Council.
- b) Finance Committee  
To note the committee meets on 30<sup>th</sup> September.
- c) Leisure and Community Committee  
To move the adoption of the minutes of the Leisure and Community Committee meeting held on 16<sup>th</sup> September 2014.
- d) Personnel Committee  
To note that the Personnel Committee has not met since the previous meeting of the Full Council.
- e) Planning Committee  
To move the adoption of the minutes of the Planning Committee meetings held on 12<sup>th</sup> August, and 9<sup>th</sup> September 2014.

12. **Minute Books**

To consider a budget of £500 to have the minutes of the Council from 1997-2011 professionally bound and presented to the Local History Group for safekeeping, in order to meet our legal obligations for the safe retention of such minutes.

13. **To authorise payments**

To authorise the following cheque lists:-

Date	Cheque Numbers	Value
29/07/14	9852 – 9863	£ 29,517.04
29/07/14	9864 – 9872	£ 19,336.28
29/07/14	9873	£ 217.20
12/08/14	9874 – 9898	£ 13,149.62
14/08/14	9899	£ 595.00
21/08/14	9900 – 9926	£ 6,871.76
03/09/14	9927 – 9954	£ 21,769.00
04/09/14	9955	£ 360.00
04/09/14	9956 – 9960	£ 3,616.08

14. **To receive urgent correspondence**

15. **To Exclude the Press and Public**

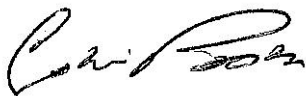
To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

16. **Staffing Matters**

17. **Date of next Meeting**

28<sup>th</sup> October 2014

18. **Closure**



**Colin Poole**  
Haverhill Town Clerk

Date: 16<sup>th</sup> September 2014

*Copies of this and other Council agendas, and minutes, and supporting reports, are available to download from the Council's website ([www.haverhill-tc.gov.uk](http://www.haverhill-tc.gov.uk)) or on request from Haverhill Arts Centre*

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