

**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 16<sup>th</sup> December 2014 commencing at 7.30pm 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. **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.
3. **To confirm the minutes of the Full Council meeting held 25<sup>th</sup> November 2014**
4. **To deal with any urgent matters arising from the minutes not covered by this agenda**
  - a) C14/030a Listing assets of community value.
  - b) C14/030b Haverhill Clock.
  - c) C14/049 Town Twinning Signs.
  - d) C14/063 Parish Boundary

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

5. **West Suffolk Shop Front Design Guide**  
To consider a response to the consultation on this document.
6. **2015/16 Draft Budget**  
To consider the amended draft budget for 2015/16

HAVERHILL ARTS CENTRE, HIGH STREET, HAVERHILL, CB9 8AR

Tel: 01440 712858 Fax: 01440 718931

Email: [admin@haverhill-tc.gov.uk](mailto:admin@haverhill-tc.gov.uk) Web: <http://www.haverhill-tc.gov.uk>

**7. Policy Update**

- a) Health and Safety Policy – To consider adoption of the draft policy.
- b) Equality and Diversity Policy – To consider the recommendation of the Personnel Committee for the adoption of the draft policy.

**8. One Haverhill**

To receive a verbal report from the Mayor and Town Clerk on Town Council involvement with One Haverhill.

**9. Adoption of Committee Reports**

a) Appeals Committee

To note that the Appeals Committee have not met since the last meeting.

b) Finance Committee

To note that the next meeting of the Finance Committee is 13<sup>th</sup> January 2015.

c) Leisure and Community Committee

To note that the next meeting of the Committee is 20<sup>th</sup> January 2015.

d) Personnel Committee

To move the adoption of the minutes of the Personnel Committee meeting held 9<sup>th</sup> December 2014.

e) Planning Committee

To move the adoption of the minutes of the Planning Committee meetings held on 2<sup>nd</sup> December 2014.

To note the Planning Committee met at 7:00pm 16<sup>th</sup> December and to consider any matters arising from that meeting.

**10. To agree dates for meetings in 2015**

To agree the proposed dates of Council meetings in 2015.

**11. To authorise payments**

To authorise the following cheque lists:-

<b>Date</b>	<b>Cheque Numbers</b>	<b>Value</b>
28.11.14	10161 – 10177	£17,720.58
02.12.14	10178 – 10196	£64,239.75
09.12.14	10197 – 10217	£16,275.28

**12. To receive urgent correspondence**

To consider any urgent correspondence received after the agenda was published.

**13. 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 commercially confidential nature of the business to be transacted.

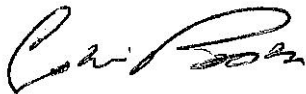
**12. Staffing Matters**

To consider any matters arising from the notes of the Personnel Committee held on 9<sup>th</sup> December.

**13. Date of next Meeting**

27<sup>th</sup> January 2015 at 7:00pm.

**14. Closure**



**Colin Poole**  
Haverhill Town Clerk

Date: 9<sup>th</sup> December 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*