

HAVERHILL TOWN COUNCIL

TOWN COUNCIL



HAVERHILL
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 26th June 2015 commencing at 7.30pm for the purpose of transacting the following business:

CONSTITUTION:	Town Mayor:	B McLatchy
	Town Councillors:	A Bramwell, A Brown, J Burns, M Byrne, T Chivers, J Crooks, P Fox, Q Fox, P Hanlon, I McLatchy, D Roach, B Robbins, C Turner, A Williams, W Yang

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 18th May 2015**

4. **To deal with any urgent matters arising from the minutes not covered by this agenda**
 - a) C14/030b Haverhill Clock.
 - b) C15/073d Annual Return – Amendments required to Section 1

5. **Matters arising from the Annual Town Meeting**
 - a) Link Road from Great Wilsey Development to Coupals Road
 - b) ONE Haverhill meetings held in public
 - c) Viability of Haverhill High Street (2 questions raised)
 - d) NW Relief Road
 - e) On-street parking of lorries
 - f) Infrastructure on Great Wilsey development
 - g) Corn Exchange

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

Tel: 01440 712858 Fax: 01440 718931

Email: admin@haverhill-tc.gov.uk Web: <http://www.haverhill-tc.gov.uk>

6. **Reports from the Police and Borough/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM**
7. **Haverhill SkatePark 2015**
To consider a request for supporting an additional provision for young people in Haverhill.
8. **DCLG proposals to extend the Local Government Ombudsman Service to larger Town and parish Councils.**
To consider the response to the consultation.
9. **Open-Air Surgeries**
To agree locations and dates for Open Air Surgeries.
10. **One Haverhill**
To receive a verbal report from the Mayor and Town Clerk on Town Council involvement with One Haverhill.
 - a) Draft Town Centre Masterplan – Consider proposed meeting to comment on the draft direct to David Lock consultants on 1st July.
 - b) ONE Haverhill constitutional reform
11. **Mayor's Report**
To receive a report from the Mayor on her engagements for June.
12. **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 Finance Committee have not met since the last meeting.
 - d) **Leisure and Community Committee**
To note the Leisure and Community Committee has not met since the last meeting of the Full Council.
 - e) **Personnel Committee**
To move the adoption of the minutes of the Personnel Committee meeting held on 2nd June 2015.
 - f) **Planning Committee**
To move the adoption of the minutes of the Planning Committee meeting held on 2nd June 2015 and to note any urgent matters arising from the meeting held 23rd June 2015.

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13. Communications TAFF

To consider the reconstituting of this group to lead on public engagement including Quality Council, newsletter and website/social media presence.

14. To authorise payments

To authorise the following cheque lists:-

Date	Cheque Numbers	Value
28.04.15	10485 – 10502	£56,823.39
05.05.15	10503 – 10520	£25,113.45
12.05.15	10521 – 10542	£18,839.65
26.05.15	10543 – 10573	£12,064.13
02.06.15	10574 – 10585	£21,387.62
10.06.15	10586 – 10604	£18,595.12
	Total	£152,823.36

15. To receive urgent correspondence

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

16. 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.

17. Christmas Lights Tender

To consider the outcome of the tendering exercise for Haverhill's Christmas lights.

18. Staffing Matters

Briefing on consultation with staff regarding modernised contracts of employment and pension auto-enrolment.

19. Date of next Meetings

To Consider Monday evening meeting dates and agree the date of the next meeting. (proposed dates to follow)

20. Closure



Colin Poole
Haverhill Town Clerk

Date: 15th June 2015

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) or on request from Haverhill Arts Centre

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Haverhill Town Council

Minutes of the Annual Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 18th May 2015 at 7.28pm at Haverhill Arts Centre, High Street, Haverhill



HAVERHILL
TOWN COUNCIL

Present:

Mayor Councillor B McLatchy	
Deputy Mayor Councillor D Roach	
Councillor A Bramwell	Councillor Q Fox
Councillor A Brown	Councillor P Hanlon
Councillor J Burns	Councillor I McLatchy
Councillor M Byrne	Councillor B Robbins
Councillor T Chivers	Councillor C Turner
Councillor J Crooks	Councillor A Williams
Councillor P Fox	Councillor W Yang

Apologies: None

Absent: None

In Attendance: Outgoing Mayor R André
Colin Poole (Town Clerk)

56 members of the public were present.

Welcome:

Mayor R André welcomed everyone to the meeting.

MINUTES

C15 **Election of New Mayor**
/058 Mayor Roger André asked for nominations for the position of Mayor. It was proposed by Councillor J Burns, seconded by Councillor M Byrne that Councillor Betty McLatchy be elected Mayor of Haverhill Town Council.
RESOLVED

C15 **Mayor's Declaration of Office and Acceptance Speech**
/059 Councillor B McLatchy signed her declaration of office as Mayor and made a short speech. "I would like to say a huge thank you to all who voted for me and also all who proposed and seconded me to become Mayor of Haverhill. You have bestowed on me a huge privilege and honour and I pledge to do my best to live up to the trust placed in me."

The Outgoing Mayor presented the chain of office. The new Mayor, Councillor Betty McLatchy, proposed a vote of thanks to the outgoing Mayor expressing her sincere thanks to him and his wife Pauline, for "the diligent

ACTION

manner in which they have carried out the mayoral duties of Haverhill in the last year; they have gone above and beyond normal duties to represent all that is good about Haverhill,” and presented Mr André with a past-mayor’s badge. Mrs Pauline André was presented with a bouquet to thank her for her role as Mayoress for the year.

C15 **Election of Deputy Mayor**

/060 Mayor B McLatchy asked for nominations for the position of Deputy Mayor. It was proposed by Councillor M Byrne, seconded by Councillor T Brown, that Councillor D Roach be elected Deputy Mayor of Haverhill Town Council.

RESOLVED

C15 **Deputy Mayor’s Declaration of Office**

/061 Councillor D Roach signed his declaration of office.

Mayor B McLatchy presented Deputy Mayor Roach with his chain of office and proposed a vote of thanks to the outgoing Deputy Mayor, Councillor B McLatchy, presenting her with a bouquet as a gesture of thanks “for acting as Deputy Mayor and fulfilling duties when at times she has been quite unwell. We have been fortunate to have such a team representing us. I would like to say a huge thank you from us all”.

C15 **Declarations of Office By Councillors**

/062 The Town Clerk confirmed that all Councillors had signed their declarations in his presence.

C15 **Apologies for Absence**

/063 All Councillors were present.

C15 **Suspension of Standing Order 3e**

/064 It was proposed by Councillor D Roach, seconded by Councillor J Burns, that there be no public forum during this meeting, on the grounds that it directly followed the Town Meeting.

RESOLVED

C15 **Declaration of Interests and requests for dispensation**

/065 None.

C15 **Mayor’s Allowance**

/066 It was proposed by Councillor D Roach, seconded by Councillor J Burns, that the budget for the Mayor’s allowance be £2,500, to be spent in accordance with section 15(5) of the Local Government Act 1972.

RESOLVED

C15 **Standing Committees**

/067 a) It was proposed by Councillor J Burns, seconded by Councillor C Turner, that the Terms of Reference (appendix 1) be adopted.

RESOLVED

b) No new committees were needed to be formed.

c) It was proposed by Councillor P Hanlon, seconded by Councillor J Burns, that the membership of all committees should be in accordance with the proposal tabled (appendix 2)

RESOLVED

- d) It was proposed by Councillor T Chivers, seconded by Councillor P Hanlon, that the following appointments for Chairmen and Vice Chairmen of committees be made:
- a. Planning Committee – Cllr P Hanlon, Cllr T Chivers
 - b. Leisure and Community Committee – Cllr B McLatchy, Cllr J Burns
 - c. Personnel Committee – Cllr M Byrne, Cllr C Turner
 - d. Appeals Committee – Cllr A Brown, Cllr B Robbins

RESOLVED

- e) It was proposed by Councillor J Burns, seconded by Councillor Q Fox, that the following Members be appointed to the Finance Committee: Cllr I McLatchy, Cllr A Bramwell and Cllr B Robbins.

RESOLVED

- f) It was proposed by Councillor D Roach, seconded by Councillor C Turner that Councillor B McLatchy be appointed Chair of the Finance Committee

RESOLVED

- g) It was proposed by Councillor A Brown, seconded by Councillor P Hanlon, that Councillor J Burns be appointed Vice-Chairman of the Finance Committee.

RESOLVED

C15 /068 Appointment to Outside Bodies

It was proposed by Councillor J Crooks that no representative be appointed until the Board meetings were held in public. The Clerk advised that if there was no representative, the Council would be unable to influence the new constitution of ONE Haverhill. No seconder was forthcoming. It was proposed by Councillor C Turner, seconded by Councillor B Robbins, that the Mayor, Clerk and Councillor P Hanlon be appointed as representatives of Haverhill Town Council on the ONE Haverhill Board.

RESOLVED

C15 /069 Review of Standing Orders and Financial Regulations

- a) It was proposed by Councillor J Burns, seconded by Councillor B Robbins that SO18a(v), SO18c and FR11.3 be amended to read **£20,000.**

RESOLVED

- b) It was proposed by Councillor A Brown, seconded by Councillor J Burns, that the exemption from SO3 for the Finance Committee be removed, allowing a public forum at that meeting.

RESOLVED

C15 /070 Confirmation of appointment of the Responsible Financial Officer

It was proposed by Councillor J Crooks, seconded by Councillor A Brown, that the Town Clerk, Mr Colin Poole, be appointed RFO until 14th May 2019, the date of the next Annual Meeting following an ordinary election.

RESOLVED

C15 /071 Confirmation of appointment of an Internal Auditor

It was proposed by Councillor M Byrne, seconded by Councillor J Burns, that Heelis and Lodge be confirmed as Internal Auditor for 2015/16.

C15 /072 Eligibility to use the General Power of Competence

The Council noted that it met all of the requirements of Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and subsequently was eligible to use the General Power of Competence. It was

proposed by Councillor D Roach, seconded by Councillor P Fox, that this Council adopt to use the General Power of Competence.

RESOLVED

C15 **Annual Accounts and Return**

/073

- a) Adoption of Annual Accounts 2014/15:
- i. Income and Expenditure Accounts – It was proposed by Councillor C Turner, seconded by Councillor M Byrne that the Income and Expenditure Accounts be adopted.
RESOLVED
 - ii. Balance Sheet – it was proposed by Councillor C Turner, seconded by Councillor Q Fox, that the Balance Sheet be adopted.
RESOLVED
- b) It was proposed by Councillor P Hanlon, seconded by Councillor A Brown, that the Internal Auditor's year-end Report be accepted
RESOLVED
- c) It was proposed by Councillor C Turner, seconded by Councillor M Byrne, that the Annual Governance Statement be approved.
RESOLVED
- d) It was proposed by Councillor C Turner, seconded by Councillor P Hanlon, that sections 1 and 2 of the Annual Return to the External Auditor were a true record and should be signed by the Chairman and RFO.
RESOLVED
- e) It was proposed by Councillor I McLatchy, seconded by Councillor C Turner, that the Earmarked Reserves at March 31st 2015 be approved
RESOLVED
- f) It was proposed by Councillor J Burns, seconded by Councillor M Byrne, that the Asset Register was a true and correct record.
RESOLVED

C15 **Council Insurances**

/074

The Town Clerk confirmed that all insurances were in place and certificates were displayed.

C15 **Dates and times of meetings of the Council and Committees**

/075

The meeting considered the dates and times of meetings for the Mayoral Year 2015/16 and the possibility of holding meetings on a Monday rather than Tuesday evening. The Clerk advised that changing days from Tuesdays to Mondays may not be possible immediately due to existing bookings, but he would report back to the next Full Council meeting in June. The meeting agreed to use the proposed dates for the time being.

Clerk

C15 **The minutes of the Full Council meeting held 28th April 2015**

/076

It was proposed by Councillor C Turner, seconded by Councillor J Burns, that these be signed as a true record.
RESOLVED

C15 **Urgent Matters arising not on the agenda**

/077

There were no urgent matters. Other matters would be taken at the meeting in June.

C15 Adoption of Committee Reports

/078

a) Planning Committee

It was proposed by Councillor C Turner, seconded by Councillor M Byrne that the minutes of the meeting held on 5th May 2015 be adopted.

RESOLVED

b) Leisure and Community Committee

It was proposed by Councillor M Byrne, seconded by Councillor P Hanlon that the minutes of the meeting held on 5th May 2015 be adopted.

RESOLVED.

Councillor Byrne asked that the meeting put on record thanks to Nick Keeble and his team for the excellent events put on in the Arts Centre and around the town.

C15 Date of next Meeting:

/079

The meeting noted that the next meeting will be held at 7pm on 23rd June 2015.

C15 Closure

/080

The Chairman declared the meeting closed at 8:00pm.

Signed
Chairman

Date.....

Appendix 1 – Terms of Reference

Appendix 2 – Membership of Committees

APPENDIX 1 - Terms of Reference for Committees

Finance Committee

1. Membership: 8 Councillors
2. Composition
Ex-officio Members: Town Mayor
Chairman of Leisure and Community Committee
Chairman of Planning Committee
Chairman of Personnel Committee
Chairman of Appeals Committee
General Membership: Other elected members as appointed by the Council.
Attendees: Town Clerk/Responsible Financial Officer
Finance Administrator
Other officers as the Committee requires from time to time
2. Quorum: 3 Councillors
3. Frequency of Meetings: Quarterly meetings will normally be held.
Additional meetings may be called.
4. Summary of Purpose: The Committee shall
 - a) Receive reports from the RFO & Finance Administrator confirming overall receipts and expenditure are broadly in line with budgetary limits, or that sound reasons exist when variations occur;
 - b) Review current bank balances and check reconciliation
 - c) Review Investments.
 - d) Recommend budget to Council;
 - e) Review policies and procedures as necessary for good financial management.
 - f) Review the Council's Risks and recommend changes to the Council.
5. Delegated powers: The Committee may
 - a) Authorise expenditure within budget;
 - b) Authorise transfer of budgeted sums to Reserve Funds;
 - c) Authorise virements from heads of account where savings have been made;
 - d) Vary Insurance cover as necessary.
 - e) Approve submissions to Grant-making Bodies
 - f) Set up sub-committees and working groups
6. The Committee shall appoint from the Committee members to such working groups as they see fit.

Leisure & Community Committee

1. Membership: 8 Councillors
2. Composition
Ex-officio Members: Town Mayor
General Membership: Other elected members as appointed by the Council.

Attendees: Town Clerk
Arts & Leisure Manager
Other officers as the Committee requires from time to time
2. Quorum: 3 Councillors
3. Frequency of Meetings: Bi-Monthly meetings will normally be held.
Additional meetings may be called.
4. Summary of Purpose: The Committee shall
 - a) Comment on environmental, highways or "Town image" issues.
 - b) Prepare an annual budget for approval by the Finance Committee.
 - c) Review expenditure against budget.
 - d) Prepare and review annually a 5 Year Programme of Community Enhancement.
 - e) Review Town Council's Support for the Community.
 - f) Prepare and recommend to Full Council annually a revised 5 Year Business Plan for the Arts Centre
 - g) Review progress against Arts Centre Business Plan proposals
 - h) Receive reports from Arts Centre User Panels
 - i) Review the Town Council's Leisure Policy
 - j) Review Town Marketing and Publicity.
 - k) Prepare bids for Capital expenditure
 - l) Prepare an annual estimate of expenditure for approval by Finance Committee
5. Delegated powers: The Committee may
 - a) Authorise expenditure within budget, the following matters: -
 - i. Arts Centre activity
 - ii. Leisure and Arts provision within the town
 - iii. Haverhill Festivals
 - iv. Community facilities
 - v. Approve submissions to Grant-making Bodies
 - vi. Set up sub-committees and working groups
 - b) Approve or refuse grant applications subject to sufficient funds being available within the grants budget.
6. The Committee shall appoint from the Committee members to such working groups as they see fit.

Personnel Committee

1. Membership: 5 Councillors
2. Composition
Ex-officio Members: Town Mayor
General Membership: Other elected members as appointed by the Council, who are not members of the Appeals Committee.

Attendees: Town Clerk
Other officers as the Committee requires from time to time
2. Quorum: 3 Councillors
3. Frequency of Meetings: Quarterly meetings will normally be held.
Additional meetings may be called.
4. Summary of Purpose: The Committee shall
 - a) Review staff terms and conditions.
 - b) Receive staff grievances that have not been resolved via Line Managers.
 - c) Review the Council's Health & Safety Policies.
 - d) Review the Council's Staff Development Policies.
 - e) Recommend to the Finance Committee changes in staffing and staffing structures.
 - f) Recommend staffing structures to Finance Committee
 - g) Prepare estimates for training and development, recruitment, welfare, and health and safety for approval by Finance Committee.
5. Delegated powers: The Committee may
 - a) Appoint staff graded SCP30 and above.
6. The Committee shall appoint from the Committee members to such working groups as they see fit.

Appeals Committee

1. Membership: 5 Councillors
2. Composition
General Membership: Elected members as appointed by the Council, who are not members of the Personnel Committee.

Attendees: Town Clerk
Other officers as the Committee requires from time to time
2. Quorum: 3 Councillors
3. Frequency of Meetings: One annual meeting will normally be held.
Additional meetings may be called.
4. Summary of Purpose: The Committee shall
 - a) Review and determine staff appeals
5. The Committee shall appoint from the Committee members to such working groups as they see fit.

Planning Committee

1. Membership: 8 Councillors
2. Composition
General Membership: Elected members as appointed by the Council.
Attendees: Assistant Town Clerk
Other officers as the Committee requires from time to time
2. Quorum: 3 Councillors
3. Frequency of Meetings: Meetings will normally be held every three weeks.
Additional meetings may be called.
4. Summary of Purpose: The Committee shall
 - a) Consider matters relating to development within Haverhill and the surrounding area
5. Delegated powers: The Committee may
 - a) Determine responses to planning applications
 - b) Determine responses to consultations on planning matters
6. The Committee shall appoint from the Committee members to such working groups as they see fit.

Delegated Authority to the Town Clerk/Responsible Financial Officer

Delegated powers: The Town Clerk may

Appoint staff up to SCP29

Spend to the limits of expenditure relating to identified budgetary headings, in accordance with limits set by the Financial Regulations

Sign orders, contracts and rental agreements on behalf of the Council

Effect all insurances as required by the Council.

Carry out all other tasks as set out in their job description.

APPENDIX 2 – Membership of Committees

Finance Committee

1. Membership: 8 Councillors
 2. Composition
Ex-officio Members: Town Mayor
Chairman of leisure and Community Committee
Chairman of Planning Committee
Chairman of Personnel Committee
Chairman of Appeals Committee
- General Membership: Other elected members as appointed by the Council.
- Attendees: Town Clerk/Responsible Financial Officer
Finance Administrator
Other officers as the Committee requires from time to time

Name
Town Mayor
Chair of Leisure
Chair of Planning
Chair of Personnel
Chair of Appeals
Andrew Bramwell
Ivor McLatchy
Barry Robbins

Leisure & Community Committee

1. Membership: 8 Councillors
 2. Composition
Ex-officio Members: Town Mayor
General Membership: Other elected members as appointed by the Council.
- Attendees: Town Clerk
Arts & Leisure Manager
Other officers as the Committee requires from time to time

Name	
B McLatchy (Chair)	Paula Fox
John Burns (Vice-Chair)	Pat Hanlon
Tony Brown	Ant Williams
Maureen Byrne	Winnie Yang

Personnel Committee

1. Membership: 5 Councillors
 2. Composition
Ex-officio Members: Town Mayor
General Membership: Other elected members as appointed by the Council, who are not members of the Appeals Committee.
- Attendees: Town Clerk
Other officers as the Committee requires from time to time

Name	
Maureen Byrne (Chair)	Paula Fox
Clive Turner (Vice-Chair)	B McLatchy
Andrew Bramwell	

Appeals Committee

1. Membership: 5 Councillors
 2. Composition
General Membership: Other elected members as appointed by the Council, who are not members of the Personnel Committee.
- Attendees: Town Clerk
Other officers as the Committee requires from time to time

Name	
Tony Brown (Chair)	Barry Robbins (Vice-Chair)
Jason Crooks	Winnie Yang
David Roach	

Planning Committee

1. Membership: 8 Councillors
 2. Composition
General Membership: Elected members as appointed by the Council
- Attendees: Assistant Town Clerk
Other officers as the Committee requires from time to time

Name	
Tom Chivers (Vice-Chair)	Ivor McLatchy
Jason Crooks	Barry Robbins
Quillon Fox	David Roach
Pat Hanlon (Chair)	Clive Turner

Haverhill Annual Town Meeting

Minutes of a Town Meeting

Held on Tuesday 18th May 2015 at 7.00pm at Haverhill Arts Centre, High Street, Haverhill



HAVERHILL
TOWN COUNCIL

Chair: R André, Town Mayor
Present: 72 members of the public, invited guests and press

MINUTES

T15/ Apologies for Absence

001 20 Apologies for absence were received.

T15/ Minutes of the Meeting held on 27th May 2014

002 The minutes were approved by a show of hands. The Mayor advised that all matters arising had been addressed during the course of the last year.

T15/ Town Mayor's report

003 The Mayor gave the following report:

The decision of the Town Council to invite me to serve a second year reflected their concern that whilst we had lost the services of Will Austin, were managing with Bob Whittome as a part time Clerk and were seeking to appoint Colin Poole to the permanent post, we needed to ensure some continuity in running the Council. It has been an unusual, but rewarding, additional year. This Mayoral year has been even busier than the previous, with over 200 events attended by the deputy Mayor and I. Between us we have travelled over 3,000 miles to venues in Suffolk, Cambridgeshire, Norfolk and Essex. Whilst Civic occasions form the majority of those events it has been of special significance to meet employers, traders and business leaders building the wealth of our community. Education and services for young people are dear to our hearts in serving the community and there have been numerous opportunities to engage with school Leaders, Teachers and support staff as well as our enthusiastic learners.

In addition to those events we have attended a wealth of community festivals, school and nursery occasions, presentations by regional bodies to volunteers from our community and the wealth of our own local events and shows.

I continue to be heartened by the evidence I have seen of so many volunteering to assist our community, giving freely of their time, skills and energy to improve life in our area. The huge diversity of their talents and skills is a significant component in the rich fabric of life in our community.

The enormous pleasure I have experienced in the many aspects of this second Mayoral year has only been possible with the unstinting support of those around me. Our Deputy Mayor has eagerly taken the engagements I have been unable to attend. Cllr Byrne has journeyed far and wide, often committing to long days and nights, in

ensuring Haverhill is fully represented. Together we have ensured that Haverhill is known and appreciated throughout our region.

The Town Clerk's Assistant and Mayor's Secretary, Vicky Phillips, has kept my diary on track and fiercely defended me from late arrivals, ensuring I am fully briefed for every occasion. Vicky has been stalwart in ensuring that invites are passed to me, replies are sent and I have full instructions for every function. Her support in arranging our own functions makes even the most demanding events appear simple. That Vicky and others have continued to provide sterling service even when additional demands have been placed on her and them is evidence of their professional commitment to our Town.

The Town Council team, led by the Town Clerk and Nick Keeble, are stalwarts in delivering a service of which we are all proud. The year began with Bob Whittome as our Town Clerk whilst we prepared for Colin Poole. Bob was able to ensure that a smooth handover was effected and was able to guide Colin towards administrative tasks which needed follow up. Colin's support and advice has helped us to review and improve our procedures and he completes a triumvirate of hugely supportive and skilled Clerks – we are fortunate to find outstanding Clerks with immense impact. Our entire team provide a gold standard service for which we should all be grateful.

Behind all the glamour of serving as Mayor is the Mayoress who lights up the flagging conversations, tolerates the frustrations, and has loyally supported me in the role. My family has continued to encourage me and urged me on, despite my frequent late arrivals or absences from family occasions; their support is highly appreciated.

It is easier for the Mayor to feel appreciated – the Robes and Chain inspire many to show their appreciation. Meanwhile my fellow councillors, from all sides of the political spectrum, carry on with the constant round of meetings that are the lifeblood of the Town Council. Outside the demanding round of Council meetings our Councillors attend groups and committees in support of the many working to improve our community and constantly pursue issues raised by our residents. Their commitment to, and care for, our residents is profound and should be recognised by all.

Thank you for the opportunity to represent Haverhill in the wider community and for the support of all our community.”

T15/ 004 For Haverhill Residents to Discuss Any Matter Relating to the Town of Haverhill

Mr Ian Johnson	Expressed concern that the Chamber of Commerce had recently resurrected support for a road connecting the Great Wilsey Park development to the North East of Haverhill with Coupals Road, which his group and the Town Council had successfully persuaded the developer not to build. Does the Town Council have the same view as before that the road should not be built?
Mayor	<i>The Developers have no plans to put that road in and are unaware as to why the Chamber have raised it. The last Town Council I attended expressed no desire to see a road across that green corridor. The New Town Council will need</i>

	<i>to form its own opinion but I am assured by planners that there is no intention to put that road back into the scheme at the present time.</i>
Mr Bill Austin Mayor	When will allowing public access to the ONE Haverhill meetings be reconsidered? <i>The decision still stands, apart from the annual public forum and consultations which are fully open to the public. The Town Council will continue to press for the meetings to be held in public, but currently there are representatives on ONE Haverhill who are not used to meeting in public.</i>
Mr J McDonagh Mayor	When will the Town Council get better shops for Haverhill? <i>The Town Council, Chamber of Commerce and ONE Haverhill are pressing for the Co-op site to be brought back into retail use. There are only a few empty shops at the moment. The Town Centre Masterplan will lead on the improvement in the retail offer for Haverhill and I will ask the Town Council to keep a watchful eye on developments for the High Street</i>
Mrs Wendy Yagir Mayor	Hold ups on the Withersfield Road cause long delays. We were promised a relief road, when is it going to be built? <i>This is a Highways Issue. I will ask the Clerk to put your views forward.</i>
Mr Ali Yagir Mayor	The town is dying, with too many charity shops. What can be done about them? <i>The Viability of the High Street is a matter the Town Centre Masterplan will address. Consultations take place from June onwards and traders and residents need to take part to make sure it reads as you want.</i>
Mr David Whetton Mayor Cllr M Byrne	The industrial area to the south of the town is becoming a lorry park, with drivers living in them with no facilities. What can be done about this? <i>The Town Council is talking to Culina along with ward councillors in an attempt to resolve this. Ward Councillors are actively engaged on this topic.</i> <i>Following a meeting with residents the layby on the bypass where lorries were stopping was closed but unfortunately it has been re-opened. Culina has been told this needs to be resolved and have promised they will find a resolution.</i>
Councillor Robert Everitt, Mayor of St Edmundsbury	It has been my pleasure to visit town and parish councils in St Edmundsbury and thank them for the work that they do. St Edmundsbury want to continue to work closely with Haverhill Town Council. I congratulate the new Councillors on their election and thank the outgoing councillors for their

	<p>work. We hope our close working relationship will continue and to that end would like to present a hand-painted scroll celebrating the Magna Carta, made by Councillor Oliver, to Haverhill Town Council to thank them for all that they do.</p> <p>I particularly thank Mayor André for being an absolute stalwart in attending events in Bury St Edmunds on behalf of Haverhill.</p>
<i>Town Mayor</i>	<i>Many thanks for your kind words and this lovely gift.</i>
Ms Eileen Peck	<p>In relation to the Great Wilsey development, will the promised infrastructure be delivered? Haverhill is fast becoming a dormitory town. Facilities are what keeps people in the town spending money.</p> <p>Also, Bury Road needs upgrading to cope with the additional housing.</p>
<i>Mayor</i>	<i>The Town Council will press for the promised infrastructure to be delivered.</i>
Ms J Hargreaves	<p>What is happening with the Corn Exchange?</p>
<i>Mayor</i>	<i>The property is on the market for sale by the private owner. Various people have ideas for how the building can be used. I will ask the incoming Council to keep a watching brief on the matter.</i>

T15/ Closure

005 The meeting was closed at 7.25pm.

Colin Poole

From: Haverhill Skatepark <haverhillskatepark2015@gmail.com>
Sent: 19 May 2015 18:10
To: Colin Poole; Nick Keeble; Vicky Phillips; enquiries@haverhill-uk.com; sales@haverhill-uk.com; editor@haverhill-news.com; Manchip.amb@gmail.com; eve.willsher@suffolk.gov.uk; chapmanandson@haverhill9.fsnet.co.uk
Subject: New Petition. Youngsters & Teenagers. (Skate-Park)

Hello,

This email has been sent to many other social workers, governors and supporters. It's a campaign that a few young students have begun within Haverhill. It's about building a new skate park for teenagers and youngsters. The idea has been around for a long time and the project would grab the youngster's eye. People are willing to fund, and help promote this... just need a bit of recognition and supporters to show that were allowed to do it. We understand it would cost, but funding would be done, and the money could then be spent on the new skate park. People from Haverhill travel to others just outside, and if there were a good skate park in Haverhill then people would come from other places to ride here. To make it would cost, but a lot of crime does go on within Haverhill with youngsters or teenagers, and a decent place for people to hangout or just ride, would get most of them going there near enough every day. It could be monitored and looked after, by youth workers, police or any council workers. If the skate park were built as an indoor or decent outdoor then it could be that you'd have to pay a small fee to ride for certain hours or daily. This way means money would come from the park and this could then help other projects or get better security for the park. There is a poll (voting list) were people are voting for what they'd like. You can see the votes here: www.strawpoll.me/4394411 The votes are from people within Haverhill and out. We hope to see a reply, or some sort of email to show what the council think of the idea. It's a big idea to build an indoor skate park but it will bring more people to the town and kids would want to go every day to ride or see friends, it's the best way for the youngsters to hang out. We understand the cost and dangers but, if it were monitored then everything would work fine. People would look after it, not only the council but people who go there, and to make things safer it can be locked up every night at certain times. Maybe Sunday to Thursday it shuts earlier and on Friday and Saturday it opens quite late. There is going to be many supporters and either way, if this email does not cruise your mind to allow it, then we will go to better advertising measures and maybe start funding to show how much people would want a new skate park in the town. We will start to hand out cards or flyers with the link to post their ideas, so that you can see how much this would impact youngsters. We are going to share the link a lot within the Haverhill area so that you can see how much people would use it.

We hope to see some sort of reply, or answer to the idea. All of the concerns can be answered... Funding, Safety etc. We've thought through everything and it would work just with some help... If we were told yes, but with how much it would cost then we could get 50% off that amount and then that way it will be easier for the owner to build. We could do weekly funding events, or advertise and get some sort of donation from the people who've voted. If you told us what had to be done to build this, then we'd do it because it could keep some of the children in the town out of trouble. The younger crowds in Haverhill like to ride bike, scooter, skates or skateboards etc., and the skate park would be perfect for them. You might be wondering what's wrong with the current skate park, well a lot of youngsters do not like it as its very, very small and the people who hang out there use it as a doss area to either 'smoke, drink or do other stupidity things in a sporting environment'. The reason why the skate park is like this is because it's a hidden area and police rarely check it and there is no social or council workers that are looking after it. It's not a safe place and if you are worried about the safety of an indoor skate park then you need to reconsider the current outdoor skate park. If there is any 'dangerous' concerns about the indoor skate park then we believe the current one will need to be removed. There are dangers within many sports, and yet skate parks are being built everywhere now and if the town had one somewhere in a good location it would attract a lot more people. Getting the skate park built in Haverhill has a lot of advantages and we understand the concerns of money, safety or what the park would be used as but it's simple, money; can be funded by the people who want the skate park. Safety; there could be a worker that looks after it and keeps it maintained. People wouldn't be able to use it as a doss area if there were good security and a worker to look after the place.

The park could be looked after by the people who go there. It would keep some of the children out of trouble as it is something for them to do. We've said it lots but any concerns or questions we can answer with a solution or advice.

There has been a social platform, poll and many other documents and pages to advertise this;
 Poll (Voting): www.strawpoll.me/4394411
 Twitter: [www.twitter.com/ Haverhill](https://www.twitter.com/Haverhill)

If someone wants to help us or advertise this then contact details are;

Email: haverhillskatepark2015@gmail.com

Twitter: [www.twitter.com/ Haverhill](http://www.twitter.com/Haverhill)

Phone: If you'd like to call or get hold of us via call then email us asking for our number.

- Kind Regards @_Haverhill (Group of youngsters, Starting a new petition)

Strengthening parish and town council accountability

Response Form

Response form for consultation paper issued by the Department for Communities and Local Government on behalf of the Secretary of State on the Government's proposals for extending the remit of the Local Government Ombudsman to larger parish and town councils.

Please submit your response by 30 June 2015 to: parishconsult@communities.gsi.gov.uk

Name: Colin Poole, Town Clerk
 Organisation: Haverhill Town Council
 Address: High Street
 Town/City: Haverhill
 County/Postcode: CB9 8AR
 Telephone: 01440 712858
 e mail: townclerk@haverhill-tc.gov.uk

Are you requesting non-disclosure of your response: ~~YES~~/NO

Q1. Should the Local Government Ombudsman's jurisdiction be extended to larger parish and town councils?

COMMENTS

Not using the method implied in the consultation questions. The question itself is flawed. It should read "Should the Local Government Ombudsman's jurisdiction be extended to the services provided by parish and town councils?"

Before deciding to extend the jurisdiction, some analysis of what complaints are made about parish councils should be made. Looking at the LGO annual report, the range of complaints about principal councils cover services that are rarely if ever provided by a parish council, despite there being an overlap between the services of principal councils and parishes. However, devolution of services means any parish may take on such services.

What services that might be provided by parish councils generate complaints that merit using the resources of the LGO? Once identified, they should be added to the list of services the LGO have jurisdiction over, and ALL those public bodies providing such services should come under the LGO jurisdiction.

How many complaints about parish councils actually go unresolved? (not including simple differences of opinion within the community) How many of those unresolved complaints would be characterised as vexatious? – The LGO does not need to become involved with offering new avenues for serial complainers.

The only reason for extending the LGO remit must surely be to ensure that the complaints that **should** be subject to potential LGO involvement do not fall out of the jurisdiction simply through devolution of services. Therefore the definitions of those councils to be covered must be by services delivered, not population or precept.

Many parish councils are familiar with the principle that taking on a new service brings them under the remit of a regulating authority or different legislation, so would accept the principle of coming under the jurisdiction of the LGO in the same way. It would be one of the considerations they take into account.

Q2. Should a large parish or town council be defined by having a population the same as or greater than 35,000 people, or should the population threshold be set at a different limit?

COMMENTS

No. If a service currently under the jurisdiction of the LGO by way of being delivered by a principal authority is then devolved to a number of parish or town councils, the result of using population as a threshold would be a **“postcode lottery” as to whether recourse to the LGO was available to a resident or not.** That would be clearly unsatisfactory.

Q3. Should a large parish or town council be defined by having an annual precept of £1m or more?

COMMENTS

No. If a service currently under the jurisdiction of the LGO by way of being delivered by a principal authority is then devolved to a number of parish or town councils, the result of using annual precept as a threshold would again be a **“postcode lottery” as to whether recourse to the LGO was available to a resident or not.**

Q4. Should a larger parish or town council be defined by both population and budget.

COMMENTS

No. Questions 2, 3 & 4 fail to take into account the diversity of local councils. There is no hard and fast rule that can be used to define these by population or precept and certainly not by any mixture of the two. The definition should be by the range of services provided so that any citizen currently entitled to recourse to the ombudsman **does not lose that right as a result of devolution** of these services to any council, regardless of precept or population size.

Q5. Once subject to the Local Government Ombudsman’s jurisdiction, should the parish or town council remain so for a fixed time period?

COMMENTS

No. If the service being provided by a parish is within the LGO remit, then any council that begins to provide that service should fall into the LGO jurisdiction. Any parish council that ceases providing that service should fall out of the jurisdiction at the end of the time limit for complaints in regard to the final provision made.

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

PLANNING COMMITTEE MEETING

Held on Tuesday 2nd June 2015 at 7.00pm at Haverhill Arts Centre, High Street, Haverhill CB9 8AR



HAVERHILL
TOWN COUNCIL

Present: Councillor P Hanlon (Chairman)
Councillor T Chivers (Vice Chairman)
Councillor J Crooks
Councillor Q Fox
Councillor I McLatchy
Councillor B Robbins
Councillor D Roach
Councillor C Turner

Absent: None

In Attendance: Mayor B McLatchy
Councillor A Bramwell
Councillor J Burns
Councillor M Byrne
Councillor A Williams
Colin Poole (Town Clerk)

6 members of the public were present.

Welcome:

Councillor Goody welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded.

ACTION

P15 /071 **Apologies for Absence**
No apologies were given.

P15 /072 **Declarations of Interest and requests for Dispensation**
No declarations were made and no requests for dispensation had been received.

P15 /073 **Minutes of the Previous Meeting**
Councillor Byrne's non-pecuniary interest in item 1 on List B of the Planning List, should have read a family member is a volunteer of the Gymnastic Club, not employee.
Subject to the above change, the minutes of the meeting held on 5th May 2015 were agreed as a true record.

P15 /074 **Matters Arising from the Minutes**
None.

P15 **Adjournment**
/075 See appendix 1.

P15 **Havebury Housing Solar PV Project**
/076 Havebury Housing advised the Council as a courtesy, that they were intending fitting 2,000 properties in their portfolio with solar photo-voltaic panels, to improve the energy efficiency of their homes and assist in a reduction in tenant's energy bills.

Following a discussion on the merits of solar power and the project, it was proposed by Councillor C Turner, seconded by Councillor T Chivers, that Havebury be asked to consider their contractors offering reduced rate deals to non-tenants whilst they are in the area, on appropriate terms. The Clerk was asked to establish how many Havebury properties in Haverhill were including in this plan.

RESOLVED

CLERK

P15 **Planning Applications determined by the Clerk and Chair under**
/077 **Delegated Powers (List A attached)**
No applications were determined under delegated powers.

P15 **Planning Applications currently before St. Edmundsbury Borough**
/078 **Council and received by publication of agenda (List B attached)**
Applications determined by the Committee are shown on List B attached to the Minutes.

P15 **Planning Applications currently before St. Edmundsbury Borough**
/079 **Council and received after publication of agenda (List C attached)**
Applications determined by the Committee are shown on List C attached to the Minutes.

P15 **Matters to Report**
/080 Councillor J Burns advised that the Chantry Mills application is being determined by the Borough Development Control Committee on Thursday. He expressed concern that building 8 is scheduled for demolition without a proper feasibility study being carried out on alternative uses.

Councillor Hanlon advised that the wind turbine appeal for Nosterfield End will soon be determined. The Town Council has reiterated its objection as has Councillor J Flood.

P15 **Date of next Meeting:**
/081 The next meeting of the Planning Committee will be held on Tuesday 23rd June 2015.

P15 **Closure**
/082 The meeting was closed at 7.55pm.

Signed

Chairman

Date.....

Appendix 1

Public Forum

Mr E Goody raised the topic of the fish tackle sales van given permission by Tesco to set up shop in their car park. He was concerned that it was already difficult enough at times to park at the store and asked if the situation required planning permission, in the same way the permanent 'pods' had done. Councillor Burns noted that the planning permission for the click and collect pod, which would have permanently occupied some parking spaces, had expired without the pod being erected.

The Clerk advised that the pods were permanent, but this was sales from a van on private land. He had reported the matter to West Suffolk Planning Enforcement at the request of Councillor Hanlon and they would make a decision on the matter.

Further discussion then took place regarding the merits of the matter and whether it was another sign of Tesco gradually eroding the various conditions they consented to be bound by when gaining the original planning permission for the store. It was also mentioned that there is a breast cancer screening vehicle regularly carrying out its services in the car park, which was an example of something people wanted to happen, but was it any different from a consent standpoint. Other sales from vehicles in Haverhill were on the public highway and required a license. This was on land owned by Tesco.

The meeting noted that there was a considerable backlog in enforcement for West Suffolk, so the matter was unlikely to be resolved soon.

List A – approved by Chairman and Clerk under delegated powers
No applications were determined.

List B – To be considered at the Committee Meeting

	PLAN NO.	PROPOSAL	LOCATION	TOWN COUNCIL DECISION
06.05.15 Expires 27.05.15	1 DC/15/0824/TCA	Trees in a Conservation Area Notification – sycamore (T1 on plan) – Norway maple (T2 and T3 on plan) and Lime (T4 on plan) Reduce overhanging branches by 2 metres D Gurteens & Sons	Chauntry Mill, High Street	SUPPORT
14.05.15 Expires 04.06.15	2 DC/15/0951/HH	Retention of conservatory to rear Mr Matthew Cooper	19 Bumpstead Road	SUPPORT
20.05.15 Expires 10.06.15	3 DC/15/0937/HH	Single storey side extension Mrs K Cabral	28 Poplar Close	OBJECT – Request that Highways comment on the adequacy of the parking arrangements – is the parking area too short, leaving vehicles protruding out onto the narrow roadway; and the realignment of the fence – is the land in the ownership of the applicant and would the vision play for vehicles exiting this part of Poplar Close onto the main road be compromised? The Council's objection would be withdrawn if Highways assess these points and find the proposals acceptable.

List C – Received after production of the Agenda
No applications were determined.