

# HAVERHILL TOWN COUNCIL

## TOWN COUNCIL

Dear Councillor,



You are hereby summoned to attend the meeting of Haverhill Town Council to be held in The Haverhill Arts Centre, High Street, Haverhill, on **TUESDAY 28<sup>th</sup> March 2017** commencing at 7.00pm for the purpose of transacting the following business:

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

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

### **PRAYERS** – Rev Canon Graham Owen, Mayor’s Chaplain

*Councillors and members of the public not wishing to take part may remain in the lobby area and will be invited in at the end of prayers.*

### **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.    **Minutes of the Full Council meeting held 20<sup>th</sup> February 2017**  
To confirm the minutes of the Full Council meeting held 20<sup>th</sup> February 2017 as a correct record.
  
4.    **To deal with any urgent matters arising from the minutes not covered by this Agenda**
  - a) C17/021 – Casual Vacancy. To note that a valid election petition has been received by the Returning Officer. Nominations for candidates open 24<sup>th</sup> March. Any contested election will be held on 4<sup>th</sup> May. The Purdah (enhanced sensitivity) period starts 23<sup>rd</sup> March.
  
5.    **Reports from the Police and Borough/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM**
  - a) Police Report – circulated ahead of the meeting, if available
  - b) County Councillors
  - c) Borough Councillors
  - d) Members of the public are welcome to make statements or put questions at this time.

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>

**6. Mayor's Report**

a) To receive a report from the Mayor on his engagements in February and March.

**7. Market stall for events**

To approve the purchase of a new liveried 3x4.5m gazebo stall at a price of £1,100, which will, amongst other uses, allow for Councillors to be represented at community events held in town.

**8. ONE Haverhill Partnership**

a) To receive a verbal report from Members and Clerk.

**8. Adoption of Committee Reports**

a) Appeals Committee: To note that the Appeals Committee has not met since the last meeting of the Full Council.

b) Finance Committee: To note that the Finance Committee has not met since the last meeting of the Full Council.

c) Leisure and Community Committee: To move the adoption of the minutes of the Leisure and Community Committee held on 7<sup>th</sup> March 2017.

d) Personnel Committee: To note that the Personnel Committee has not met since the last meeting of the Full Council.

e) Planning Committee: To move the adoption of the minutes of the Planning Committee meetings held on 20<sup>th</sup> February and 14<sup>th</sup> March 2017.

**9. To authorise payments**

To authorise the following cheque lists:-

<b>Date</b>	<b>Cheque Numbers</b>	<b>Value</b>
14.02.17	011854-011855	£222.00
22.02.17	BACS	£7,917.61
22.02.17	011856-011859	£175.45
23.02.17	011860-011864	£14,100.00
28.02.17	BACS	£3,730.85
28.02.17	011865-011867	£2,552.17
07.03.17	BACS	£11,305.23
07.03.17	011868-011877	£57,988.55
14.03.17	BACS	£8,817.31
14.03.17	BACS	£1,059.00
14.03.17	011878-011881	£5,654.84
	<b>Total</b>	<b>£113,523.01</b>

**10. Attendance of Clerk at Borough Portfolio Holder meetings**

a) To consider whether the Clerk should attend the Portfolio-Holder meetings with Borough Councillors for Haverhill, if invited to do so.

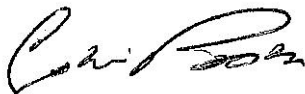
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11. **To receive urgent correspondence**  
To consider any urgent correspondence received after the agenda was published.
12. **Date of Next Meetings**  
To consider the revised dates for meetings until May 2018. In particular, to note that the proposal is to move Full Council meetings to MONDAYS, in order to avoid clashes with St Edmundsbury Full Council meetings. (attached)
13. **Staffing Matters part A**  
a) To consider allocating £1750 from the 2016/17 environment budget to cover the costs associated with environmental improvements at the Leiston shops.  
b) To approve pay uplift from April 1<sup>st</sup> in accordance with government announcements regarding the National Minimum Wage.
14. **To Exclude the Press and Public (if required)**  
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 – Commercial & HR matters.
15. **Report from Corn Exchange Working Party**  
a) To receive a report, consider approval of actions taken.  
b) Authorise continuation of activity.
16. **Staffing Matters part B**  
**To consider any aspects of item 13 that are confidential**  
a) To consider additional hours required for the Parish Handyman to undertake Leiston shops work in a concerted way (included in budget for 13a).  
b) To approve pay uplift from April 1<sup>st</sup> in accordance with individual contractual agreements.
17. **Closure**

*Afterwards there will be a closed-meeting for a second informal discussion by Councillors regarding choosing Mayoral candidates for 2017/18.*



**Colin Poole**  
Haverhill Town Clerk

Date: 21<sup>st</sup> March 2017

*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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