

HAVERHILL TOWN COUNCIL

TOWN COUNCIL



Dear Councillor,

Under regulation 6 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, you are hereby summoned to attend the meeting of Haverhill Town Council to be held by videoconference, on **TUESDAY 26th May 2020** commencing at 7.00pm for the purpose of transacting the following business:

CONSTITUTION: Town Mayor: Cllr. J Burns
Town Councillors: A Brown, J Crooks, B Davidson,
P Firman, P Fox, P Hanlon, A Luccarini,
E McManus, M Marks, J Mason, L Miller-Jones, D
Roach, D Smith, L Smith, A Stinchcombe

THIS VIDEO-CONFERENCE MEETING IS OPEN TO THE PRESS AND PUBLIC
YOUTUBE: <https://youtu.be/GaNZeAzZfTk>

COUNCILLORS AND PARTICIPANTS:

Join this meeting (ideally 3 mins beforehand) by **past**ing the following link into your browser:

<https://us02web.zoom.us/j/3290712858?pwd=QXFkdyL25ROFY3a3RzMzNqejRrUT09>

or by phone on 0208 080 6591/6592
Enter the Meeting ID: 329 071 2858
and enter the Passcode: 329

AGENDA

1. **Apologies for absence**
Please give any apologies by email or telephone 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 Meeting of the Town Council held 27th April 2020**
To confirm the minutes of the council meeting held 27th April 2020, as correct records.
4. **To note progress of actions arising from the minutes not covered by this Agenda**
None

HAVERHILL ARTS CENTRE, HIGH STREET, HAVERHILL, CB9 8AR
Tel: 01440 712858 Fax: 01440 718931

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

5. **Reports from District/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM**
 - a) Police (to note the earlier confidential briefing)
 - b) County Councillors
 - c) District Councillors
 - d) Members of the public are welcome to make statements or put questions at this time.

6. **Covid-19 Coronavirus**

To receive attached report

 - a) Clerk's Report
 - b) Art & Leisure Manager's Report
 - c) Youth Skills Manager's Report
 - d) Zone Manager's Report
 - e) Customer Experience & Marketing Manager
 - f) Operations Manager

7. **Mayor's Report**
 - a) To receive a report from the Mayor

8. **Haverhill Town Council Website**

To consider the draft new website, feedback comments and agree next steps

9. **Community engagement during lockdown**

To consider proposals from the Arts & Leisure Manager for community engagement projects whilst social distancing requirements remain in place. (personal paper attached)

10. **Tendering Working Party**

To consider establishing a small working party of suitably experienced Councillors to provide oversight for contract tendering.

11. **Review of Standing Orders and Financial Regulations**

To note that Standing Orders and Financial Regulations remain up to date following their review and adoption in April and March 2018 respectively.

12. **To confirm the appointment of an Independent Internal Auditor for 2020/21**

To confirm a one-year extension of the five-year contract with Heelis and Lodge, which started October 2015 and otherwise expires May 2020.

13. **To note the Town Clerk is appointed Responsible Financial Officer for the Council**

To note that the Town Clerk was appointed 3rd June 2014 as Responsible Financial Officer for the Council as part of his contract of employment.

14. **ONE Haverhill Partnership**
 - a) To receive a verbal report from Members and Clerk
 - b) Haverhill Volunteer Centre

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15. **Financial Matters**

a) To authorise the following payment list: -

Date	BACS Cheque Numbers	Value £
05.05.20	BACS	14165.53
	DD	794.72
12.05.20	BACS	978.90
	DD	679.96
13.05.20	BACS	4052.14
	TOTAL	20671.25

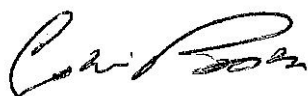
16. **To receive urgent correspondence**

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

17. **Dates of Next Meeting**

Monday 22nd June 2020 online, unless otherwise advised.

18. **Closure**



Colin Poole
Haverhill Town Clerk

Date: 19th May 2020

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