



HAVERHILL TOWN COUNCIL MEETING

Tuesday 29th September 2009 at 7.00 pm

In The Studio, Haverhill Arts Centre, High Street, Haverhill

Present: **Chair: Town Councillor:** **E McManus**
 Town Councillors: **L Ager, S Bowes,**
 L Burgess, P French,
 A Gower, P Hanlon,
 P McManus, M Marks,
 G Price, K Richardson,
 A Samuels and
 T Woodward

Also present: Seven members of the public

MINUTES

1. **Apologies for Absence**
 Apologies for absence had been received from Cllrs Byrne, Carr and Mrs Mary Martin.

2. **Declaration of Interests**
 Cllr Marks declared an interest in item 13 as her husband was a Trustee of the Citizens Advice Bureau. Cllr Gower declared an interest in item 10 as a Trustee of the Haverhill Volunteer Centre. Cllr French declared an interest in item 10 as a member of the Salvation Army who dealt with persons in hardship.

3. **To confirm Minutes of Meeting held 28th July 2009**
 The minutes of the meeting held 28th July 2009 were agreed as a true record.

4. **To deal with any urgent matters arising from the Minutes not covered by this agenda**
 Cllr Hanlon asked if the Town Centre Manager was responsible for reporting the litter on the steps from Tesco's car park to the Railway Walk. Cllr Gower reported that the Store Manager should be made aware of it and Cllr Richardson advised that she had observed Tesco staff patrolling the car park for litter.

5. **Inspector Andrew Mason, Suffolk Police**
 The Town Clerk reported that Inspector Mason had been detained on an operation, and asked if Members had specific questions to raise with the

Action
The Town Clerk was asked to contact the Store Manager and bring the matter to his attention.

Inspector. No Members had any questions to be put to the Inspector.

The meeting was adjourned for the Public Forum

A member of the public spoke in support of the petition submitted to the Council for a new bus shelter to be provided in Shetland Road. Cllr Richardson advised that she had received objections, both to the site of the proposed shelter, and to the use of Shetland Road by the buses.

The meeting was reconvened

With the approval of the Council the Chair stated that item 14(b) would be considered next.

14. Correspondence

- a) Residents of Shetland Road
Cllr Gower supported Cllr Richardson's comments raised during the public forum in respect of opposition to the proposed shelter. The Council considered the request for a bus shelter and agreed in principle to providing a site at that location. The Clerk was asked to include the cost of a bus shelter in the draft budget for 2010/11.

Town Clerk
to include
financial
provision for
bus shelter
in draft
2010/11
budget. LG
(Misc
Provisions)
Act 1953 s4

6. Adoption of Committee Reports

Planning Committee

The Council agreed the adoption of the minutes of the Planning Committee meetings held 4th August and 1st September 2009.

Arts & Leisure Committee

The Council agreed the adoption of the minutes of the Arts & Leisure Committee meeting held 8th September 2009.

Finance Committee

The Council agreed the adoption of the minutes of the Finance Committee meeting held 15th September 2009.

7. Report from the Town Council Representative on the Standards Committee

Cllr Marks gave a report on the recent work of the Standards Committee. There had been three cases to consider, two of which had been referred for further investigation.

8. Report from the Town Council Representative on the Haverhill Area Working Party

The Chair circulated a written update on the most recent Working Party meeting. It was reported that the principle objector to the move of the Friday Market to the High Street was the group representing the Blue Badge holders, and that the move had been deferred pending further discussion with that organisation.

9. Report from the Town Council Representative on the Haverhill Partnership Executive

Cllr P McManus reported on the most recent Haverhill Partnership Forum meeting.

10. To Consider Possible Grants to Agencies Dealing with Those in Hardship

The Council received an update from the Town Clerk on discussions that were ongoing with Menta, Havebury Housing Association and St Edmundsbury Borough Council regarding proactive ways to provide support to those entering debt, perhaps for the first time.

The Town Council agreed to provide additional funding to Christians Against Poverty specifically to support their on-going counselling work with the 140 client families, and to provide leisure opportunities for the family as a whole, and specifically for any children of the family. The Town Council agreed the sum of £4,000 to be set aside to cover the costs of supplying tickets for events at the Arts Centre to the families concerned, and a further sum of £6,000 to enable Christians Against Poverty to fund the weekly subscriptions, together with any kit or equipment needed, to enable the children of the family to participate in any sporting, uniformed, artistic or group leisure activity. In making this decision the Town Council took into account their ability to fund such activities under the Local Government Act 1972 s137.

11. Update on the Project to Provide a Changing Place Facility near the Library

The Town Clerk gave an update on the project and reported that a revised specification is being drawn up.

12. To Agree the Dates and Formats for 2010 Open-Air Meetings

The Council agreed the dates and locations of these meetings for 2010 as two weeks (commencing 5th and 19th July 2010) and the following locations:-

Chalkstone Way (between the Shetland Road entrances)

Recreation Road

Junction of Chivers Road/Bergamot Road

Ann Suckling Road

Burton Close (on green fronting Burton End)

Between Thurlow Place and Girton Road

Howe Road (near Tractor Park)

Elmhurst Close

Millfields Way (near Kestrel Road)

Chalkstone Way (opposite Samuel Ward School entrance)

The Town Council also agreed the sum of £750 to pay for van hire, banners and some leafleting of the areas.

13. To Note The Completion of the 2008/2009 External Audit and Matters Raised and to Confirm Action to Address Those Matters

The Council noted the completion of the 2008/2009 External Audit and matters raised and to confirmed the following action to address those matters:-

- a) Section 1 not adding up by £1

The figures entered on the form derive from the Accounting Package, which rounds entries to the nearest £1. In doing so the total can be £1 out (plus or minus). For 2010 onwards the total will not be taken from the Accounting Package, but will be

The Town Clerk to liaise with Christians Against Poverty and establish a mechanism for booking tickets and reporting on how the other fund is used. LGA 1972 s137

- manually totalled.
- b) **Fidelity Insurance**
 The cover for the year under audit (2008/9) was sufficient (i.e. the Insured Value of the Council's monetary assets always exceeded the total sums held). The Auditors have identified that during 2009/10 this situation would not remain valid, and indeed the Insured Value had already been increased (by 20%) by the time of the Audit.

14. Correspondence

- a) **St Edmundsbury Borough Council – Statement of Licensing Principles – Gambling Act 2005**
 The Town Council had no comments to make to the consultation.

15. To authorise payments.

The Council authorised the following cheque lists:-

Date	Cheque No.s	Value
16.07.09	005011	£190.00
21.07.09	005012 – 005031	£34,589.52
28.07.09	005032 – 005060	£15,258.11
04.08.09	005061 – 005079	£12,176.07
11.08.09	005080	£35,363.14
18.08.09	005081 – 005108	£14,646.25
25.08.09	005109 – 005130	£12,074.54
28.08.09	005131 – 005139	£23,594.65
08.09.09	005140 – 005161	£52,011.81
15.09.09	005162 – 005188	£12,620.25

16. To receive urgent correspondence

There were no urgent items of correspondence to consider.

Cllr Hanlon proposed and Cllr Woodward seconded, all being in favour, that, in accord with the Provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the remainder of the meeting because of the confidential nature of the business to be transacted

17. Bevan House

The Town Clerk reported on recent interest shown in the Bevan House site.

18. To Confirm the Grading of Town Clerk

The Council agreed to confirm and implement the SALC advice, with an initial appointment on SCP56 with an annual review, backdated to 1st September 2009. Cllr Gower asked that her objection be minuted.

19. Closure

The meeting was closed at 9.05 p.m.