

# Haverhill Town Council

## Minutes of a Meeting of Haverhill Town Council's

### FULL COUNCIL

Held on Tuesday 16<sup>th</sup> December at 7.31pm at Haverhill Arts Centre, High Street, Haverhill



**HAVERHILL**  
TOWN COUNCIL

**Present:** Mayor Councillor R André  
Councillor E Goody  
Councillor P Hanlon  
Councillor B McLatchy  
Councillor M Martin  
Councillor D Roach  
Councillor B Robbins  
Councillor C Turner

**Apologies:** Deputy Mayor Councillor M Byrne  
Councillor P Firman  
Councillor G Stroud  
Councillor J Stroud

**Absent:** Councillor L Carr  
Councillor P French  
Councillor D Russo  
Councillor A Samuels

**In Attendance:** Colin Poole (Town Clerk)

7 members of the public were present.

### Welcome:

Mayor R André welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded and filmed.

### MINUTES

- C14**     **Apologies for Absence**  
/110     The above apologies were noted. Councillor Brown and Inspector Ferrie had also sent their apologies.
- C14**     **Declaration of Interests and requests for dispensation**  
/111     None.
- C14**     **The minutes of the Full Council meeting held 25<sup>th</sup> November 2014**  
/112     The meeting agreed these were a true record.

### ACTION

**C14** **Matters arising not on the agenda**

**/113** **a) C14/030a Listing assets of community value**

The Clerk was still awaiting a response from St Edmundsbury to the question of whether they would list a right of way as a community asset. However, following a recent meeting with the developers for NW Haverhill, the country park proposal which the listing was intended to help secure is now part of the main plans.

**b) C14/030b Haverhill Clock**

The clock Angels have been completed and the clock faces are being designed. The Clerk will arrange for the Mayor to see the work completed so far.

**d) C14/049 Town Twinning Signs**

The Clerk advised that the Haverhill Area Working Party have been told these should be in place very shortly.

**e) C14/063 Parish Boundary**

The draft minutes of the SEBC Democratic Renewal Working Party meeting are not yet on the West Suffolk website.

CLERK

**C14** **Adjournment**

**/114** The meeting was adjourned for reports from the Police, District/County Councillors on issues pertinent to Haverhill and the Public Forum. See Appendix 1 for Details.  
The meeting was reconvened

**C14** **West Suffolk Shop Front Design Guide**

**/115** The Council considered the draft guide which was out for consultation, closing date 9th January. The purpose of the design guide is to provide guidance to improve the general standard of shop-front design and advertisements throughout West Suffolk and an understanding of the design of shop fronts and advertisements that the local planning authorities in West Suffolk will support when reaching a decision on any planning application or application for advertisement consent.

Whilst the Council was against regulations which stifled the vitality of Haverhill High Street, which is already vary varied, it was agreed that the principles of the document were worthy of support.

The Clerk was asked to draw up a draft response for consideration at the Planning Committee on 6<sup>th</sup> January 2015.

CLERK

**C14** **2015/16 Annual Budget**

**/116** The Clerk presented the details of the 2015/16 draft budget, which had been before the Finance Committee and Personnel Committee. It was noted that the Council Tax Base had been amended by SEBC directly before the meeting, too late for the additional revenue to be taken into account.

Subject to the above amendment, it was further noted that the 3-year budget prediction identified that whilst it was looking possible to keep the band D rate of £111.75 frozen for 2015/16, the prediction was that a significant increase (4.8%) would be needed in 2016/17 to cover the removal of the Council Tax Support Grant. In 2017/18 a 2% uplift would be required. However, the Clerk advised caution about putting too much

store in those predictions, given the changes in tax base that could occur as Haverhill expands.

The Budget was noted. The Council will make the final decision on the budget and precept at the next meeting.

**C14** **Policy Update**

**/117** a) Health and Safety Policy – Subject to minor amendments to sections 2.7 and 2.13, it was proposed by Councillor M Martin, seconded by Councillor P Hanlon that the policy be adopted.

**RESOLVED**

b) Equality and Diversity Policy – It was proposed by Councillor E Goody, seconded by Councillor D Roach that the policy be adopted.

**RESOLVED**

**C14** **One Haverhill**

**/018** a) The Mayor reported that the Town Centre Masterplan tenders have been received and a provider selected, subject to the normal post-selection procedures. All the tenderers were subject to pre-qualification assessment so all are very capable of delivering what is a complex and extensive piece of work. The cost is £60k, of which the Town Council is asked to contribute £20k. Other parties, including both principal councils, are also contributing.

b) The Clerk reported that a meeting with Suffolk County Council had been arranged for early January regarding the Old Magistrates Court. Securing their co-operation on the Town Council's acquisition of the building on terms that keep the project viable is key.

It was agreed that this matter will be an agenda item for the January meeting

**C14** **Adoption of Committee Reports**

**/119**

**a) Appeals Committee**

The meeting noted that the Appeals Committee had met directly before this Full Council meeting but due to absences was again inquorate.

**b) Finance Committee**

It was noted that the next Finance Committee is to be held 13<sup>th</sup> January 2015.

**c) Leisure and Community Committee**

It was noted that the next Leisure and Community Committee is to be held 20<sup>th</sup> January 2015.

**d) Personnel Committee**

it was proposed by Councillor C Turner, seconded by Councillor E Goody that the minutes of the meeting held on 9<sup>th</sup> December be adopted.

**AGREED**

**e) Planning Committee**

It was proposed by Councillor D Roach, seconded by Councillor P Hanlon that the minutes of the meeting held on 2<sup>nd</sup> December be adopted.

**AGREED**

It was noted there were no matters to consider arising from the meeting

held 16<sup>th</sup> December.

**C14** Dates for 2015/16

**/120** It was proposed by Councillor E Goody, seconded by Councillor M Martin, that the proposed dates for meetings in 205/16 be agreed  
**RESOLVED**

**C14** Authorisation of payments

**/121** It was proposed by Councillor E Goody, seconded by Councillor D Roach, that payments for cheques 10161 - 10217 totalling £98,235.61 be authorised.  
**RESOLVED**

**Councillor C Turner left the meeting at this point**

**C14** Urgent Correspondence

**/122** None.

**C14** To Exclude the Press and Public

**/123** It was resolved under the Public Bodies (admission to meetings) Act 1960 that the press and public be excluded from the meeting for the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of business to be transacted, namely staffing issues.  
Proposed Councillor M Martin, seconded by Councillor D Roach.  
**RESOLVED**

**C14** Staffing Matters

**/124** The Council considered what might be an appropriate show of appreciation to staff at Christmas time. Because the Council operates a public venue, it is difficult to find a time when all staff can come together for traditional activities such as a Christmas meal, particularly as Christmas is so busy with the panto.

Councillors echoed the need to show appreciation in a tangible way and asked the Clerk to gather ideas from the staff themselves.

**CLERK**

**C14** Date of next Meeting:

**/125** 27<sup>th</sup> January 2015.

**C14** Closure

**/126** The Chairman declared the meeting closed at 8:38pm.

Signed .....

**Chairman**

Date.....

## **Appendix 1**

Reports from the Police, District/County Councillors on issues pertinent to Haverhill and the Public Forum.

### **County Councillor Tony Brown:**

1 – The damaged railings outside Aldi have been replaced.

2 – Councillor Brown can provide from his Highways budget a Vehicle Activated Sign system for Haverhill Police SNT to use at various speeding hotspots around the town. Two PCSOs have offered to do the training associated to operate it.

5 – Councillor Brown has been chasing for the date of the installation of the new signage for the High Street, having originally been told 8 weeks from when the survey was carried out, which was about 8 weeks ago. Since then he has been asking for a firm date which has not been forthcoming. He has tabled the question to be asked at the SCC full Council on Thursday. He hopes to have an answer then.

Cllr Robbins advised the meeting that the new signs were being erected today.

### **County Councillor Julian Flood:**

1 – Cllr Flood met with the CEO of the County Council in an attempt to persuade her that SCC should invest in social housing.

2 – He has put a question to Councillor Newman regarding why School Lane is not yet resurfaced.

### **PCSO Sophie Mitchell:**

Firstly apologies for the absence of Inspector Ferrie, he has asked myself and my colleague Mark Isaac to attend this evening to provide a short Police report to the Town Council. Unfortunately we do not have the comparative year on year percentages however we have a list of crime figures for the Town since the last meeting.

Since the last Police Report provided to the Town Council on Tuesday 25th November, there has been 86 crimes of note in the Town, broken down these were:

- 19 Incidents of Criminal Damage
- 3 Arsons which are part of a series of 5 we have seen across the town, which are currently being investigated and we are working closely with the Fire service to tackle these incidents.
- 16 Burglary other buildings – There was an overnight series of shed breaks which occurred on one single road in Haverhill and make up the majority of these offences.
- 8 Burglary Dwellings
- 13 Theft from shops – a large number of these were committed by the same offender who has since been arrested and dealt with.
- 6 Theft from motor vehicles
- 5 Theft of pedal cycles – This is a current trending spate in which case all cycles were left insecure in front gardens to properties, we would like to stress the importance of leaving pedal cycles locked and secure at all times when unattended.

- 14 incidents of Assault
- 2 Drug Offences

You can keep up to date with the latest goings on from the Haverhill Police Team by following us on Twitter @PoliceHaverhill and by also following the weekly video news updates on the YouTube channel.

**Mr John Burns:**

Mr John Burns drew the meeting's attention to the work of PCSO Kayla Packman, who has worked hard to prevent the thoughtless and inconsiderate parking in the High Street. She has issued 500+ tickets since she started, but has been subjected to abuse and physical violence.

The Council voiced their support for the work she did.

**Mr Gordon Savory:**

Asked that the Council make a stand that the High Street is a restricted area and to stop traffic entering it, as is achieved in Queen Street.

**The Mayor** responded that the matter of pedestrianisation was part of the masterplan consultation. Some businesses object to the idea of pedestrianizing the high Street so the Town Council will press for a sensible solution.