

# Haverhill Town Council



HAVERHILL  
TOWN COUNCIL

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

### FULL COUNCIL

Held on Monday 24<sup>th</sup> April 2017 at 7.30pm at the Haverhill Arts Centre,  
Haverhill, CB9 8AR

**Present:** Mayor Councillor D Roach  
Deputy Mayor Councillor P Fox  
Councillor A Bramwell  
Councillor A Brown  
Councillor J Burns  
Councillor M Byrne  
Councillor Q Fox  
Councillor P Hanlon  
Councillor B McLatchy  
Councillor I McLatchy  
Councillor B Robbins  
Councillor L Smith  
Councillor C Turner  
Councillor W Yang

**Apologies:** Councillor J Crooks  
Councillor A Williams

**Absent:** None

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

Five members of the public were present.

### Welcome:

Mayor D Roach welcomed everyone to the meeting, especially Councillor Liz Smith, who is the newly elected representative for North Ward, and advised members of the public attending that the meeting was being recorded. Rev Canon Graham Owen led prayers.

### MINUTES

- |                           |                                                                                                                                                                                                                                                                |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>C17</b><br><b>/052</b> | <b><u>Apologies for Absence</u></b><br>The above apologies were noted.                                                                                                                                                                                         |
| <b>C17</b><br><b>/053</b> | <b><u>Declaration of Interests and requests for dispensation</u></b><br>None.                                                                                                                                                                                  |
| <b>C17</b><br><b>/054</b> | <b><u>The minutes of the Full Council meeting held 28<sup>th</sup> March 2017</u></b><br>It was proposed by Councillor C Turner, seconded by Councillor P Hanlon that the minutes of the meeting held 28 <sup>th</sup> March 2017 be adopted as a true record. |
- RESOLVED**

### ACTION

Haverhill Town Council adopted the General Power of Competence on May 18<sup>th</sup> 2015. All decisions are taken using that power unless otherwise stated.

- C17 /055**      **Matters arising not on the agenda**
- a) C17/021 Election Costs: The Clerk advised that as Councillor Smith was elected unopposed, the electoral costs to Haverhill should now be significantly less than £2k. The Mayor reminded Councillors that the next meeting would include a review committee membership and Councillor Smith would need to be accommodated. If any Councillors wished to change or come off a committee, they should advise the Clerk well ahead of the meeting.
- b) The meeting noted that the Period of Enhanced Sensitivity (Purdah) which began on 23<sup>rd</sup> March will now run right through until the 9<sup>th</sup> June, following the announcement of a General Election.
- c) C17/038a Domestic Violence Suite: The Clerk has written to the PCC, who asked the local police to respond. Inspector Cooper has subsequently confirmed that the suite is still at the police station. Councillor M Byrne expressed concern that the suite might not be accessible to counsellors to use to support victims locally, now the police station is closed.
- d) C17/038c Borough Councillor Report by Councillor J Burns: The meeting noted with disappointment Councillor Burns' report that the Borough Chief Executive had not responded to his queries in regard to funding and construction of the NW Relief Road. The Clerk was asked to write to the Chief Executive supporting the need for a response.

**ALL  
Councillors**

**CLERK**

**C17 /056**      **Reports from the Police, borough and County Councillors and the PUBLIC FORUM**

- a) The Police SNT report for April had been circulated by the Clerk ahead of the meeting. Councillors expressed serious concern over the quality and quantity of information the SNT report contained. It raised more questions than answers. The clerk advised that more detailed data could be obtained from [www.police.uk/suffolk/H32/](http://www.police.uk/suffolk/H32/). The Clerk was asked to arrange for that information to be screen-shot and circulated.
- b) The meeting received reports from County Councillors on issues pertinent to Haverhill. See Appendix 1 for details.
- c) The meeting received reports from Borough Councillors on issues pertinent to Haverhill. See Appendix 1 for details.
- d) Public Forum – See Appendix 1 for details.

**CLERK**

**C17 /057**      **Mayor's Report**

- a) Mayor Roach read his report to the Council, on his work as Mayor during the last month. (see appendix 2)

**C17 /058**      **Mayor of Haverhill's Civic Service**

The meeting noted that the Civic Service would be held on 30<sup>th</sup> April 2017. The Assistant Town Clerk had compiled the order of service with the Rev Canon Graham Owen with hymns chosen by the Mayor. Members were asked to please attend in support of the Council at this event as we have a number of dignitaries from other parts of Suffolk attending, so need to have a good turnout ourselves. The service starts at 3pm at St Mary's Church.

**C17 /059**      **Timetable for the Annual Audit**

The meeting noted the following timetable for concluding the Annual Audit:

- a) Production of year-end accounts – this was completed on 21st April
- b) Completion of Annual Return – 16th May
- c) Visit by Internal Auditor – 23rd May
- d) Electors' Inspection of Accounts 5th June - 14th July
- e) Submission Date for External Audit: 12th June

**C17**  
**/060**      **ONE Haverhill Partnership**  
The Borough Council has put in work on the business plan to include more data and make it look more attractive to the public, ahead of the consultation period which was planned to take place in May. However, the announcement of the general election has meant the consultation cannot take place until after June 8<sup>th</sup>. The Board meeting also scheduled for that day is cancelled and a new date in July will be set up.

Task Groups have been meeting to progress their strands of the work. In particular, the Borough was successful in securing £64k funding from the DCLG, match-funded by £69k from SCC, for the creation of a Social Prescribing project (Haverhill LifeLink) in Haverhill. The Clerk is involved in the recruitment of the project workers.

**C17**  
**/061**      **Adoption of Committee Reports**

**a) Appeals Committee**

The Appeals Committee had not met since the last meeting.

**b) Finance Committee**

Subject to minor amendments, it was proposed by Councillor J Burns, seconded by Councillor I McLatchy, that the minutes of the meeting 4<sup>th</sup> April 2017 be adopted.

**RESOLVED**

**c) Leisure and Community Committee**

It was proposed by Councillor B McLatchy, seconded by Councillor P Hanlon, that the minutes of the meeting held 7<sup>th</sup> March 2017 be adopted.

**RESOLVED**

**d) Personnel Committee**

The Personnel Committee had not met since the last meeting.

**e) Planning Committee**

It was proposed by Councillor B McLatchy, seconded by Councillor P Hanlon, that the minutes of the meeting held 14<sup>th</sup> March and 4<sup>th</sup> April 2017 be adopted.

**RESOLVED**

**C17**  
**/062**      **Authorisation of payments**

It was proposed by Councillor B McLatchy, seconded by Councillor M Byrne, that the listed payments totalling £68,995.45 be authorised.

**RESOLVED**

**C17**  
**/063**      **Annual Town Meeting**

The Clerk advised that the Annual Town Meeting will take place on Tuesday 16<sup>th</sup> May 2017, in the auditorium. The Samuel Ward Academy Choir will be singing. Councillor J Burns advised he would be filming the event.

**C17**  
**/064**      **Urgent Correspondence**

None.

**C17**      **Date of Next Meeting**  
**/065**      16<sup>th</sup> May 2017, immediately following the Annual Town Meeting which commences at 7pm.

**C17**      **Exclusion of press and Public**  
**/066**      It was proposed by Councillor Q Fox, seconded by Councillor C Turner, 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 Matters.  
**RESOLVED**

**C17**      **Report from Corn Exchange Working Party**  
**/067**      a) The Borough Council is taking steps with a view to making the building secure and weather-tight. The electric cables have been safety-shrouded.  
b) The Clerk had sent a draft press release to the Borough for them to add their own comment on the matter. He had heard from their press officer that he had “not forgotten” this work.  
c) It was proposed by Councillor A Brown, seconded by Councillor B McLatchy that the council continue to progress this matter

**C17**      **Staffing Matters**  
**/068**      No matters were raised.

**C17**      **Closure**  
**/069**      The Chairman declared the meeting closed at 20.44pm.

Signed .....  
**Chairman**

Date.....

## Appendix 1

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

**C17/056a) Police Report** – The SNT Newsletter had been circulated.

### **C17/056b) County Councillors reports:**

Councillor J Burns gave the following report:

- a) Work continues around assessing traffic volumes around Haverhill. Been provided today with comprehensive figures by Highways which needs some detailed analysis.
- b) Traffic Order on Queens Street is being emphasised to local shopkeepers who seem to think it is their personal parking area when gates closed.
- c) As is known part of the High Street was resurfaced. Comments re yellow line width made but due to being in conservation area. Taxi rank near church awaiting repainting.
- d) Various potholes and resurfacing done since last report but much still remains.
- e) Work investigation still ongoing on Withersfield Road lights. Looks like will require road closure for up to 6 times as trenches dug across but also to minimise traffic disruption duration for each will be kept to a minimum.
- f) Bumpstead Road will be resurfaced at some time but Highways have applied to central government for funding grant as understand cost in excess of £120K.
- g) Had meeting with Highways last week to discuss Councillor access to the internal reporting tools run by them and a separate system that the main contractors use. If successful will give more information as to specific repair status of a reported problem. It has been suggested that this could be extended to wider public as is apparently done in other counties.
- h) Will be off to Police Accountability & Performance Panel in Martlesham this Friday where it is hoped some news of the review of the crime plan will be revealed such as PCSO working hours.
- i) Last report as I now stand down from SCC.

Councillor A Brown gave the following report:

- a) He had visited the Haverhill ATC to see what had been done with the Locality Funding he had given, accompanied by Councillor B Robbins and the Town Clerk. He had been very impressed with the new flight simulator and the enthusiasm of the young people there.

### **C17/056c) Borough Councillors reports:**

Councillor J Burns gave the following report:

- a) The Great Wilsey outline application for 2500 houses was approved at the beginning of Reminded Barclays Bank of their duty of care over their building in the High Street. Have received email response that awaiting the bank's approval to carry out repair work.
- b) Awaiting news when the 2 x new electric charging points will be made operational in Ehringshausen Way car park.
- c) Have been promised by agent for Home Bargains they will let me know when advertising of jobs will start which they expect very soon. Pets At Home now advertising for their jobs which expected to open mid-July. Lidl have started groundwork but have yet to receive an opening date.
- d) Have received latest air quality data for Withersfield Road for 2016. This indicates a slight reduction over 2015 which most likely down to weather conditions. Jan 2017 showed a marked spike across the entire Borough due to the cold high pressure weather we had but then relaxed back to 2016 readings for Feb & March.

- e) I reported to the owner of the Silk Mill about potential trespass during the Easter holidays. I have yet to receive a response but Conservation are well aware of the concerns. News about the entire site is also awaited.
- f) Emails were sent to the CEO regarding the NW Relief Road. A meeting has been held between officers and Persimmon homes but I have not been made aware of the result to date.
- g) Continue to receive complaints about tenants of a house in Ickleton Place. Env. Health are well aware and working with landlords to try to resolve.
- h) Numerous emails and calls from residents which either dealt with and/or passed onto officers for resolution.

**C17/056d) Public Forum:**

Mr Wendell reported that

- a) Men's Group: This had its first 'independent' meeting at the Arts Centre – thanks for support from the Town Council and Arts Centre staff.
- b) Alzheimer Social Group – the two meetings at St Nicholas Hospice went fine.
- c) Sue Ryder Synergy Café meets on Wednesdays. He feels the Haverhill café will be on its own from October.

**Appendix 2**

**C17/057 Mayors report for April 2017.**

As the Mayor had been out of the country for much of the period under review, he had attended one event, the Scout & Guide's district St George's Day Parade at Long Melford, where the 2<sup>nd</sup> Haverhill Scout group was presented with new colours. It was an excellent event and good to see so many young people turning out for the event.