

Haverhill Town Council



HAVERHILL
TOWN COUNCIL

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 25th September 2017 at 7.05pm at the Haverhill Arts Centre, Haverhill, CB9 8AR

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

Apologies: Councillor J Crooks
Councillor C Turner
Councillor W Yang

Absent: None

In Attendance: Colin Poole (Town Clerk)

6 members of the public were present.

Welcome:

Mayor D Roach welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded.

MINUTES

C17 **Apologies for Absence**
/107 The above apologies were noted. Rev Ian Finn also sent his apologies

C17 **Declaration of Interests and requests for dispensation**
/108 None.

C17 **Admittance to the Freedom of the Town of Haverhill**
/109 The Council considered the service of H. Martin Neuhof, retired Chairman of the Eringshausen Town Twinning Association for over 30 years.

- a) In recognising that he had provided eminent service to this town for all that time, contributing to the fostering and maintaining of the friendship between Haverhill and Eringshausen, it was proposed by Councillor B McLatchy, seconded by Councillor A Brown, that under section 249(5) of the Local Government Act 1972, Martin Neuhof be admitted as an

ACTION

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

Honorary Freeman of the Town of Haverhill.

RESOLVED Unanimously

- b) It was proposed by Councillor B McLatchy, seconded by Councillor J Burns that a budget of £750 be approved, to cover the cost of the Mayor and the Chairman of the Haverhill Town Twinning Association attending an event in Eringshausen and presenting the Freedom scroll
RESOLVED

C17
/110

Closure

The Chairman declared the meeting closed at 19:14pm.

Signed
Chairman

Date.....

Haverhill Town Council



HAVERHILL
TOWN COUNCIL

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 25th September 2017 at 7.15pm at the Haverhill Arts Centre, Haverhill, CB9 8AR

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

Apologies: Councillor J Crooks
Councillor C Turner
Councillor W Yang

Absent: None

In Attendance: Colin Poole (Town Clerk)

1 member of the public was present.

Welcome:

Mayor D Roach welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded.

MINUTES

C17 **Apologies for Absence**
/111 The above apologies were noted. Rev Ian Finn also sent his apologies

C17 **Declaration of Interests and requests for dispensation**
/112 None.

C17 **The minutes of the Full Council meeting held 24th July 2017**
/113 It was proposed by Councillor J Burns, seconded by Councillor B McLatchy that the minutes of the meeting held 24th July 2017 be adopted as a true record.

RESOLVED

ACTION

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

- C17**
/114 **Matters arising not on the agenda**
a) C17/101 Household Waste Recycling Centre: The Clerk advised that a meeting had been arranged for 9th October to initiate discussions on an improved provision for the town.

C17
/115 **Reports from the Police, borough and County Councillors and the PUBLIC FORUM**

- a) Councillors expressed disappointment at the content of the revised SNT newsletter format. Cllr J Burns presented additional data that he had represented from the Police UK website statistics for Haverhill. Councillors asked that more regular police patrols were undertaken.
- 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.

C17
/116 **Mayor's Report**
See Appendix 2.

C17
/117 **ONE Haverhill Partnership**

1 – Board meeting took place on 20/09. JM and HW were re-elected as Chair and Vice Chair. It was agreed to recommend amendments to the Terms of Reference to partners. These include the meetings being held in public move from being for a trial period to a permanent feature and the ToR being renamed “constitution” as this will resolve a niggle for some funding opportunities.

2 – ONE Haverhill Partnership's Haverhill LifeLink social prescribing service to help reduce the demand on local GPs by diverting suitable patients to social opportunities instead is up and running and taking referrals.

3 – The Masterplan Task Group has set up a series of Project Teams to lead on various work strands. The Town Clerk is leading on three strands; How the Masterplan is publicised in town; Refurbishment of the public realm with Councillor J Burns; and a small project examining how some of the derelict land around the town centre can be brought back into productive use. The Clerk is also involved in the ‘wayfinding’ strand which will identify the signage required around town (which itself will build on the work of the Health & Wellbeing Task Group on developing healthy walking routes. Finally, The Town Council are involved with a Chamber of Commerce led project exploring the appetite for a Haverhill BID, to empower local businesses to take a broader say in how Haverhill can grow as a market town. Such a project has to be grassroots and led by business, as they control both how the money is spent and how much is levied.

3 – The Clerk has attended a series of meetings with senior management of educational institutions and Councils to explore how we can build a case for enhanced post-16, adult and vocational education being delivered in the town. The Town Council has been invited to submit proposals to SCC to build on Karen's work in getting long-term unemployed people back into work, for a one-year funded pilot project.

C17
/118 **Adoption of Committee Reports**

a) Appeals Committee

The Appeals Committee had not met since the last meeting of Full Council.

b) Finance Committee

The Finance Committee had not met since the last meeting of Full Council.

c) Leisure and Community Committee

The adoption of the minutes of the meeting held 12th September was deferred, as these had not been circulated.

d) Personnel Committee

The Personnel Committee had not met since the last meeting of Full Council.

e) Planning Committee

The adoption of the minutes of the meetings held 8th, 29th August and 12th September was deferred, as these had not been circulated.

C17 **Authorisation of payments**

/119 It was proposed by Councillor J Burns, seconded by Councillor Q Fox, that the listed payments totalling £142,703.21 be authorised.

RESOLVED

C17 **External Auditors Report**

/120 a) It was proposed by Councillor M Byrne, seconded by Councillor A Brown that the Council approve and accept the Annual Return with the External Auditor's Certificate.

RESOLVED

- b) It was noted that no issues were raised.
- c) It was noted that the annual return, certificate and notice of conclusion of audit were published on the Council website on 23rd August 2017.
- d) It was noted that the Notice of conclusion of audit has been displayed on the notice board at Jubilee Walk from 23rd August 2017.
- e) The External Auditor for 2017/18 will be PKF Littlejohn, which has won the contract for Town and parish Councils across 39 Counties.

C17 **Budget for Arts Centre Website**

/121 Following a recommendation from the Arts & Leisure Review TAFF to approve a budget for the creation of a new e-commerce website for the Arts Centre, it was proposed by Councillor J Burns, seconded by Maureen Byrne, that a budget of £20,000 be set aside for the purpose.

RESOLVED

C17 **Social Media Policy**

/122 The Meeting considered the draft policy on social media. It was agreed to add a section providing internal guidance as to who will administer, moderate and respond to posts on behalf of the Town Council. This was therefore deferred to the October meeting for reconsideration.

C17 **Urgent Correspondence**

/123 None.

C17 **Date of Next Meeting**

/124 Monday 16th October 2017.

C17 **Exclusion of press and Public**

/125 It was proposed by Councillor J Burns, seconded by Councillor Q Fox, 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**

/126

The Clerk reported on feedback from our surveyor, in respect of the ongoing delay in the matter. Councillors expressed deep regret that the vendor had failed to respond to our recent communications made in an attempt to get some movement in this matter, which has been stalled for nearly a year. In the meantime the building had been allowed to degenerate whilst the costs of refurbishment have gone up. Councillors noted that there were other projects within the power of the Town Council to bring forward for the benefit of the people of Haverhill, all stalled whilst the funds were earmarked to the Corn Exchange. Councillors concluded that even if the alleged banking impasse preventing the vendor from accepting our offer was genuine, the behaviour of the vendor did not give any cause for comfort that any eventual acceptance of our offer would lead to the successful conclusion of a purchase.

It was proposed by Councillor M Byrne, seconded by Councillor P Hanlon, that If the Town Council hears nothing positive from the vendor(s) by 30th September 2017 then the Town Council formally withdraws their offer to purchase the Corn Exchange and will instead look to invest funds in other projects

RESOLVED

Councillors noted that they could take comfort in that they had tried their best to achieve what could have been a great asset for Haverhill and in doing so they had followed due diligence and minimised the financial risks to public funds. The building remained listed and the vendor remained liable for its upkeep. Renewed effort to push the Borough to new enforcement action to preserve the building would be made.

The Clerk would advise the Council on 2nd October of any last-minute response but in the anticipated absence of this will alert the Borough to this decision and prepare a statement for the press.

C17 **Staffing Matters**

/127

No matters were raised.

C17 **Closure**

/128

The Chairman declared the meeting closed at 20:53pm.

Signed
Chairman

Date.....

Appendix 1

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

C17/115b) County Councillors' reports:

- a) Councillor P Fox highlighted the lack of pavement on the Greenfield Way adjacent to the Clements Surgery and no steps down to the car park. The Clerk advised that there was a pedestrian route via the crossing adjacent to the school and the footpath to Norton Road. Councillors noted this route was longer and was not signposted.
- b) The surface of the pavement at Greenfields Way just before the junction with Duddery Hill was in very poor condition.
- c) Councillor P Hanlon had reported uneven paving outside Costa Coffee in the High Street.

C17/115c) Borough Councillors' reports:

Councillor A Brown gave the following report:

- a) He had reported the amount of weeds growing around the Chalkstone Estate pavements and also the weeds on the roundabout at Culina. Whilst this was in Essex, there was supposed to be a reciprocal agreement between counties to maintain bridges between them. He expressed concern that the ability to control weeds would be more difficult in the future with the incoming moratorium on use of Glyphosate in the public realm.
- b) He had highlighted to the Conservation Officer that weeds have regrown in the masonry of the Corn Exchange and the gutters appeared to be failing again.

Councillor J Burns gave the following report:

- a) Merger of St Edmundsbury Borough and Forest Heath District Councils. This is being discussed and voted on by the Borough Councillors at 26th full council meeting. The Town Council submission appears in the papers without reactive comment. Residents and other online comments also noted and commented on but correspondents not sent individual reply. [Note since voted through 29-7].
- b) Local Liaison Forum. Colin Poole has attended last meeting in absence of Cllr. Burns and will be attending final meeting on 26th as Cllr Burns at Borough Council meeting. [Colin – not sure if you want to add WoW here?].
- c) Sturmer Arches. The Borough Council lawyers still cannot decide who owns the structure and are now starting conversations with Highways England. This does not resolve the removal of the graffiti.
- d) Barley Homes proposal for Town Hall Car Park. They will be attending the next planning meeting on 3rd October and holding a public consultation at the Arts Centre on 5th October between 3pm and 7pm. No Haverhill Borough Councillor has been told previously about the consultation nor seen any definitive plans for the site. The interaction between it and the Town Centre Masterplan has yet to be seen.
- e) KFC Car Park. In view of comments made on social media, I have asked the Borough Council (as landlords) to investigate whether they have any control over the charging and fining scheme in place where it appears customers are forced to order, be served, and eat a meal all within 45 minutes without being fined £100 for overstay in the adjacent car park.
- f) The Vixen PH renovation (Strasbourg Square) has now been approved for 18 flats and 2 shops. The adjacent car park area will be doubled in available spaces, relined and lighting installed. A welcome change to a location sadly ignored by the authorities.
- g) The SCC Highways Dept. has now moved from West Suffolk House to portacabins located at their Rougham Depot where they now sit alongside their Keir colleagues. All of the staff that previously dealt with Haverhill have either moved elsewhere or left the organisation.

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- h) The planning appeals on the 2 x Camps Road development proposals take place in Clare on morning of 3rd October. A number of Councillors have expressed a desire to attend.
- i) A new application for an alcohol license has been submitted for PRL Express opposite the Arts Centre. The authorities are taking a particular interest due to previous problems at these premises.
- j) The Borough Council Community Chest application process closes on Friday 29th September. Organisations are encouraged to submit their applications now.
- k) SCC Leader Colin Noble will be attending Haverhill as part of their "We Are Listening" event. Note: This has now been deferred to Friday 24th November from 11am to 1pm instead of this Friday.
- l) A plea was made to the 3 x County Councillors to put pressure in SCC Highways to ensure road signs, particularly directional and safety, have vegetation cut back. They failed to do anything over winter 2016 and many signs are now completely covered. It is not safe for the Town Handyman to clean up many of these.

C17/115d) Public Forum:

A member of the public reported that

- a) Synergy Café: This moves to the Arts Centre from the beginning of October.
- b) Suffolk Family Carers: It was understood that they were having to draw back from providing support for local groups.

Appendix 2

C17/116 Mayors report for August and September 2017.

August is a relatively quiet time in the mayoral calendar as most councils tend to have a very sparse program, as it is prime holiday season.

So in reverse order some of the events I have attended:

Yesterday I attended the Mid Suffolk civic service in Thurston and then Haverhill Silver Band's concert here at the Arts Centre.

On Sunday 17th it was the Battle of Britain commemoration in Bury St Edmunds. There was a parade on Angel Hill with a march past followed by a service in St Mary's church. I should have visited France with Haverhill Town Twinning Association but was unable to go due to family illness. I know they had a good time and have continued to build on the friendship between us and Pont Saint Esprit

I had great pleasure in giving out the library's reading awards on Sunday 10th Sept. A huge success with over 500 children starting the challenge and over 300 completing it. Each chose the books that they wanted to read and this resulted in around 2000 books being read (no e-readers in sight!) I also gave out the awards in Kedington Library earlier that week.

I attended the Stowmarket civic service

Haverhill in Bloom's fun day saw me in the stocks and had wet sponges thrown at me.

I opened the new Pets At Home store on our new retail park and had a tour round all of the facilities on site, which include a vets and grooming parlour.