

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 27th October 2017 at 7.55pm 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 Hanlon
Councillor I McLatchy
Councillor B McLatchy
Councillor B Robbins
Councillor L Smith
Councillor C Turner
Councillor A Williams

Apologies: Councillor J Crooks
Councillor P Fox
Councillor Q Fox
Councillor W Yang

Absent: None

In Attendance: Colin Poole (Town Clerk)
Alisha Jenkins (Office Administrator)

3 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. Rev Canon Ian Finn led prayers. The Mayor paid tribute to Ex-Councillor Mary O'Neill, who had passed away earlier that day, in Ireland, following a short illness. Councillor M Byrne also paid tribute to Mary O'Neill for her achievements as Mayor of Haverhill 1990-1991 and as a Borough Councillor.

MINUTES

		ACTION
C17	<u>Apologies for Absence</u>	
/147	The above apologies were noted.	
C17	<u>Declaration of Interests and requests for dispensation</u>	
/148	None.	
C17	<u>The minutes of the Full Council meetings held 16th October 2017</u>	
/149	It was proposed by Councillor P Hanlon, seconded by Councillor A Bramwell that the minutes of the meetings held 16 th December 2017 be adopted as a true record. RESOLVED	

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

C17 **Matters arising not on the agenda**
/150 There were no matters arising.

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

- a) The Council considered the latest SNT Report and Councillor Burns demonstrated a new application he had prepared which uses data from the Police UK Website to more accurately show trends in reported crime.
- 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 **Mayor's Report**
/152 See Appendix 2.

C17 **ONE Haverhill Partnership**
/153

- a) Moving into Work – this is a DWP/SCC-funded programme being delivered as part of the OHP Education, Training and Employment Strand. Councillor A Bramwell asked for flyers for the programme.
- b) Public Realm – The Town Council is leading this strand for the Masterplan Task Group. Councillor Burns is mapping signage and bollards, with a project assisted by the Local History Group identifying the location of missing bollards, which would help control parking. The Clerk re-iterated that the people who park their cars, vans and lorries on the High Street pavement, in flagrant breach of traffic regulations, then complain about the state of the pavement. The state of the pavement will not be resolved through the repair system, it will need a strategic response by SCC Highways that it makes more sense to carry out widespread reinstatement rather than piecemeal repair. Decisions over pedestrianisation have been made in the Masterplan, but traffic management is needed too.
- c) The Business Angels strand of work has generated some good quality offers from local businesses, to get involved in the work of the partnership.

CLERK

C17 **Adoption of Committee Reports**
/154

a) Appeals Committee

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

b) Finance Committee

It was proposed by Councillor P Hanlon, seconded by Councillor C Turner, that the minutes of the meeting held 24th October be adopted.

RESOLVED

c) Leisure and Community Committee

Adoption of the minutes of the meeting held 7th November was deferred as the minutes were not available to the meeting.

CLERK

d) Personnel Committee

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

e) Planning Committee

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It was proposed by Councillor P Hanlon, seconded by Councillor I McLatchy, that the minutes of the meetings held 24th October and 7th November be adopted.

RESOLVED

C17 Authorisation of payments

/155 It was proposed by Councillor A Williams, seconded by Councillor J Burns, that the listed payments totalling £156,900.44 be authorised.

RESOLVED

C17 Delegated authority for expenditure

/156 It was proposed by Councillor B McLatchy, seconded by Councillor L Smith, that the following delegated annual power of expenditure be granted:

Operations Manager: £500

Tech Manager: £500

RESOLVED

The Clerk was asked to investigate the provision of purchase cards, for discussion at a future Finance Meeting.

CLERK

C17 Appointment of Cheque signatory

/157 It was proposed by Councillor L Smith, seconded by Councillor A Williams, that Councillor J Burns be appointed as a cheque signatory.

RESOLVED

C17 Grant Approval - Reach

/158 It was proposed by Councillor P Hanlon, seconded by Councillor B McLatchy, that a sum of £600 be set aside to provide complimentary tickets to families unable to afford the cost of going to panto, nominated by REACH.

RESOLVED

C17 Approval of Insurances for 2017/18

/159 It was proposed by Councillor B McLatchy, seconded by Councillor C Turner, to approve the insurances for the Town Council and, as Trustee, for the Community Trust for the year ahead:

a) Community Trust - Trustee Insurances £4,882.56

b) Arts Centre – Excess Layer insurance £1,135.00

c) Commercial Combined Insurances £7,205.48

RESOLVED

d) It was proposed by Councillor L Smith, seconded by Councillor I McLatchy, that two VAS devices be added to the asset and insurance registers of the Council at a value of £1 each and insured for £2,500 each.

RESOLVED

CLERK

C17 Internal Auditor's report

/160 The Clerk referred Councillors to the Internal Auditors report, circulated with the agenda. There were no issues of concern reported. It was proposed by Councillor J Burns, seconded by Councillor B McLatchy, that the report be accepted

RESOLVED

Councillors noted it was a good report and recorded a vote of thanks to the staff involved.

C17 Projects Update Report

/161 The Clerk referred the meeting to his report updating the Council on progress on projects, previously circulated. In particular

- a) Pump Track is still in abeyance awaiting approval by the funder to appoint a contractor

- b) Flag pole sign – Councillor A Brown commended the issuing of social media messages highlighting what flag is flying.
- c) Local List – The Local History Group have expressed interest and requested more information to understand the scope of the work.
- d) Youth Strategy – We are exploring the possibility of the Town Council acquiring the Chalkstone Middle School playing field adjacent to Tesco and Strasbourg Square for community recreational use. This may be able to include the Skate Park proposal.
- e) Arts Centre extension – The recent Borough Councillor liaison meeting with Councillor A Pugh, portfolio holder for growth at the Borough, was very positive about the potential for providing additional space for the Arts Centre extension, although there was a lot of issues to resolve in achieving that.
- f) Bevan House – Merryfields is providing a report on the most economically advantageous disposal of the building, which will come back to Full Council in due course.
- g) Leiston Road shopping Area Improvements – The Borough have removed the flower tubs we were going to replant.
- h) Haverhill Area Forum – The Clerk asked the Council to consider whether, given the poor attendance at the last two meetings despite us inviting speakers, this was still a realistic proposal. Councillors expressed disappointment at the poor turnout as they valued the forum. Members asked whether the Forum should be annual or other Councils be asked to share hosting of the Forum, so it moves around the area. It was agreed to make this an agenda item.
- i) Website – The Council noted with pleasure that our new website was runner up ‘Website of the year’ at the recent SALC AGM.
- j) The Clerk advised that the Council had a large number of projects underway and needed to be mindful of the capacity necessary to take on more activity.

C17 **Urgent Correspondence**
/162 None.

C17 **Date of Next Meeting**
/163 Monday 11th December 2017.

C17 **Closure**
/164 The Chairman declared the meeting closed at 21:15pm.

Signed
Chairman

Date.....

Appendix 1

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

C17/151b) County Councillors' reports:

- a) Councillor D Roach met with Highways and toured the town looking at issues. Leader of the Council, Councillor C Noble, visited the town and was appalled at the disregard for parking regulations by drivers in the High Street. This directly impacts the integrity of the pavement surface. Councillor M Byrne Asked when action to pedestrianise the High Street will be taken. This is in the Masterplan.
- b) Councillor D Roach will provide a copy of the matrix for approving pothole repair.

C17/151c) Borough Councillors' reports:

Councillor B Robbins gave the following report:

- a) He has reported potholes which have been repaired, but he expressed concern that adjacent potholes were left unfixed. The Clerk advised that the system that allocated jobs split urgent and non-urgent categories of work, which meant the workmen sent to do a job would not know of other reported potholes and not be provided with the materials or time to attend to them. This was something SCC Highways was looking to resolve.

Councillor A Brown gave the following report:

- a) He attended the listening event involving Councillor C Noble and raised concerns regarding the bus service to Bury St Edmunds and questioned why the pedestrian crossing outside the new Lidl store had not been installed, given SCC has been fully funded to do this work.

Councillor J Burns gave the following report:

- a) Great Wilsey. Development Control at beginning of December will consider the new roundabout proposed for Chalkstone Way and removal of proposed junction opposite Gannet Close. A welcome change which was campaigned hard for and made a condition of the approval given previously. Plan is to build first 850 units with full infrastructure conditioned by a S106 agreement but with a lower affordable housing element to compensate of about 23%. The remaining properties would then be built out with around 34% affordable element to make the 30% overall.
- b) NW Haverhill. It is planned to build phase "1a" before next March consisting of a 5m footpath. This ensure the planning approval given previously will not become extant and will also trigger the clock on the building of the NW Relief Road. It is understood that Persimmon Homes have bought the entire development now and it is hoped this will also benefit the town by providing some sort of leverage to having the road built much earlier than envisaged.
- c) Still no news from the Borough Council as to who they consider owns this structure. Their legal department has again been prompted for an answer.
- d) Westfield Academy and the HCSA have apparently had a disagreement over the use of the latter's car park and the HCSA have now stopped cars onto their land at school in/out time. I have asked all of the schools along Chalkstone Way for their latest transport plans and are still awaiting despite reminders. If they fail to provide I will ask SCC for their copy.
- e) The 2 x VAS are now back in action following repairs carried out FOC by an acquaintance.
- f) I am currently collating S106 data provided by the Borough Monitoring Officer for Haverhill and to ascertain how much monies are currently in the kitty.
- g) I, along with Quillon Fox, attended the Suffolk & Essex Rail Conference in Ipswich on 10th November. Although very much east Suffolk/Essex related, Haverhill was mentioned four times Haverhill Town Council adopted the General Power of Competence on May 18th 2015. All decisions are taken using that power unless otherwise stated.

including by SCC Cllr Graham Newman so we are getting there. If anyone wants the presentation slides, then please let me know.

- h) I reviewed the car park at the new Haverhill Retail Park. There are some fundamental differences between the approved drawings and what has been laid out. I will be discussing this with the Borough planning officers.
- i) Work is starting on repairs to Barclays Bank entrance columns as well as cosmetic repairs to fabric of the building.
- j) I have once again raised with Borough finance and housing officers, problems being encountered by tenants of a landlord who manages many properties in the town. We are currently trying to ascertain the legal aspects of what is being done.
- k) Iron Works site (ex Atterton & Ellis). I have had discussions with land owner and Borough Council. There are current negotiations ongoing with a prospective developer and the Borough about the land the Borough owns which fronts the land onto Hamlet Road and which is used (illegally) by residents as a car park. It is hoped that a satisfactory financial conclusion can be reached to allow development of the site into badly needed housing.
- l) Following my intervention, the steps up to the Railway Walk from back of the play park were quickly repaired by the Borough Council.
- m) We are looking to installing a cPAD device in both East Town Park and Strasbourg Square.

C17/151d) Public Forum:

A member of the public asked if anything is being done about loose paving stones on the High Street. It was confirmed these were being reported.

Another member of the public reported

- a) Suffolk Family Carers: Their support for the Carers group at the Burton Centre has ended, so the group is now independent, but will remain meeting at the Burton Centre.
- b) Dementia Group: New members have joined. They have been approached by a local care home offering joint working.

Appendix 2

C17/152 Mayors report for November 2017.

Mayor Roach advised he had been very busy with the many civic events around remembrance and Christmas at this time of year.