

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 15th October 2018 at 7.00pm at the Haverhill Arts Centre,
Haverhill, CB9 8AR



HAVERHILL
TOWN COUNCIL

Present: Mayor Councillor A Brown
Deputy Mayor Councillor J Burns
Councillor A Bramwell
Councillor M Byrne
Councillor P Fox
Councillor Q Fox
Councillor P Hanlon
Councillor J Mason
Councillor D Roach
Councillor S Roach
Councillor B Robbins
Councillor L Smith
Councillor C Turner

Apologies: Councillor W Yang

Absent: Councillor A Williams
Councillor J Crooks

In Attendance: Colin Poole (Town Clerk)

11 members of the public were present.

Welcome:

Mayor A Brown welcomed everyone to the meeting, in particular members of the Haverhill Local History Group to whom he presented a St Edmundsbury Community Service Award. The Mayor then invited Mr Dennis Wendell to step forward and be presented with a similar scroll by the Deputy Mayor, Councillor J Burns, in respect of his work supporting a self-help dementia carers group in Haverhill. All present congratulated the recipients.

The Mayor called the meeting to order and advised members of the public attending that the meeting was being recorded.

MINUTES

- | | |
|---------------------------|--|
| C18
/162 | <u>Apologies for Absence</u>
The above apologies were noted. |
| C18
/163 | <u>Declaration of Interests and requests for dispensation</u>
Councillor D Roach and Councillor S Roach declared a non-pecuniary interest in item C18/171b Haverhill in Bloom, as they are on the committee. |
| C18
/164 | <u>The minutes of the Full Council meetings held 24th September 2018</u>
Subject to amendment of C18/155 to show that Councillor Q Fox seconded the resolution, it was proposed by Councillor P Hanlon, seconded by |

ACTION

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

Councillor D Roach that the minutes of the meetings held 24th September 2018 be adopted as a true record.

RESOLVED

C18 **Matters arising not on the agenda**

/165

- a) C18/116 – @haverhill-tc.gov.uk email addresses: Councillor JBurns and the Clerk will consider this matter further.
- b) C18/116 – Councillors' personal ICO registrations have been completed.
- c) C18/156– Suffolk Punch – The application for listing as a community asset has been made.

**CLLR
BURNS/
CLERK**

C18/ **Ambulance Cover in Haverhill**

166

This matter was taken under the public forum to enable participation. Councillor M Byrne set out the concerns she and Councillor A Brown had in respect of ambulance cover for Haverhill, specifically that the changer of business model to a hub-and spoke system and the removal of tethering emergency vehicles to local stations meant that ambulances would quickly gravitate each day to Cambridge and Bury St Edmunds and that there was no mechanism in place to backfill the resulting West Suffolk gap around Haverhill, Newmarket and Mildenhall. The concern was that in practice no ambulances would be positioned close enough to enable an ambulance to ever reach a casualty here within the target time. This would be masked in official figures by the concentration of vehicles in Cambridge/Bury being able to get to all casualties in those locations within target times.

This was completely unacceptable. The East of England Ambulance Service Trust had been asked to attend a meeting to answer these questions and had only answered three out of thirteen questions, never fulfilling their promise to address the remainder. Subsequent invitations to attend a council meeting have receive no response at all. Press enquiries have also been ignored. This refusal does nothing to lessen concerns that the allegations are accurate.

Members of the public expressed concern at an apparent 2-tier system dependent of postcodes. A resident stated that whilst 90% of the population of UK live within 16 miles of a hospital, Haverhill is 18 miles away.

Members expressed concern that the publicly-funded ambulance service was relying on local volunteers to cover the inadequacies of ambulance cover. We were lucky in our twon to have great volunteers doing a fantastic job, but they were volunteers and should not be put-upon in such a way – the ambulance should still arrive within the target times required.

Councillor J Mason read a letter from a local resident voicing appreciation for the work of the ambulance service and concern that he would not have survived his situation had the ambulance been late in arriving. Councillor Mason described this as just one voice of many who owe their life to good ambulance cover.

Councillor P Fox advised that via the West Suffolk CCG she had been told there were no plans to close the Haverhill ambulance station. This was noted, but other Councillors commented that co-location of blue-light services was entirely acceptable, It was what mechanism ensured there were ambulances within an acceptable range of town that we needed reassurances upon.

It was proposed by Councillor M Byrne, seconded by Councillor B Robbins that a working party be set up to co-ordinate action in obtaining answers from EEAST and if necessary, a campaign to ensure good ambulance cover for Haverhill.

RESOLVED

Membership to comprise of Councillors Byrne, Brown, Mason and Robbins plus members of the public who expressed an interest.

**C18
/167**

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

a) Police Report – PC Jon Gerrish advised the Clerk of the following matters to report: an issue in respect of Motorbike ASB has recently been addressed; 2 males were recently arrested in respect of drug dealing; Operation Galileo is being implemented, tackling rural crime such as hare-coursing and associated criminality. Halloween messages are being distributed via social media to discourage social media.

b) The meeting received reports from County Councillors on issues pertinent to Haverhill. See Appendix 1 for details.

It was proposed by Councillor P Fox, seconded by Councillor L Smith, that a letter is sent to the Chancellor of the Exchequer asking for VAT to be lowered on sanitary products.

RESOLVED

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

**C18
/168**

Mayor's Report

See Appendix 2.

**C18
/169**

ONE Haverhill Partnership

a) The Board have not met since the last meeting, nor the Ops Group.

b) The Volunteer Centre Task Group has met for the first time. The priority is finding a venue as this will determine a major element of cost. John Mayhew, OHP Chair, has brokered a meeting with Barclays to explore the possibility of a 'pop-up' volunteer centre provision in-branch.

**C18
/170**

Adoption of Committee Reports

a) Planning Committee

It was proposed by Councillor P Hanlon, seconded by Councillor M Byrne that the minutes of the meeting held 2nd October 2018 be adopted.

RESOLVED

b) Leisure and Community Committee

It was proposed by Councillor J Burns, seconded by Councillor J Mason that the minutes of the meeting held 18th September 2018 be adopted.

RESOLVED

c) Personnel Committee

It was proposed by Councillor A Bramwell, seconded by Councillor C Turner that the minutes of the meeting held 2nd October 2018 be adopted.

RESOLVED

**C18
/171**

Projects Update

The meeting noted the content of the Clerk's Projects Update Report. In addition the following matters for consideration within the report were discussed:

a) Arts Centre Frontage – it was proposed by Councillor J Burns, seconded

by Councillor D Roach, that an additional sum of £2,000 be allocated from general reserves to allow completion of this project.

RESOLVED

- b) Haverhill In Bloom – it was agreed that the Town Council would pass over decision-making in respect of provision of floral displays in the town to the HiB committee, which was now a sub-committee of the Haverhill Community Trust. This would allow for better co-ordination of sponsorship. The Council have no objection in principle to buying new planters rather than renting. HiB will bring forward a costed proposal in due course.

NOTED

- c) Haverhill Area Forum – The meeting agreed that the next topic should be primary health provision and ambulance cover and asked that the Clerk invite Matt Hancock, which may mean changing the day of the meeting.
- d) The Council also noted its thanks to the staff who have been working on the Community Kitchen project.

**C18
/172**

Financial Matters

a) Authorisation of payments

It was proposed by Councillor D Roach, seconded by Councillor C Turner, that the listed payments totalling £21,433.44 be authorised.

RESOLVED

b) Insurances

The meeting noted that the Clerk had met with WPS insurance and reviewed the insurance cover for the Council and Community Trust to ensure it was up to date and adequate cover.

c) Budget 2019/20

The meeting considered aspirations for council projects to work on during 2019/20. It was proposed by Councillor D Roach, seconded by Councillor C Turner, that the following projects should be allowed for within the first draft budget:

- i. Chalkstone Community Open Space – match funding to leverage external funds
- ii. Leiston Centre – Further improvements structurally and for cookery courses
- iii. Haverhill Volunteer Centre – match funding to leverage external funds
- iv. Haverhill In Bloom – Change contracting strategy from holistic rental of plants and planter to HiB/Borough model, which would require capital spend in Y1.
- v. Additional capacity for the Parish Handyman service
- vi. Open dialogue with the Borough in respect of management of the market square and market.

RESOLVED

**C18
/173**

Report of the External Auditor

a) It was proposed by Councillor D Roach, seconded by Councillor J Burns, that the Council approve and accept the External Audit Report and Certificate.

RESOLVED

- b) It was noted that no issues were raised.
- c) It was noted that the External Audit Report, certificate and notice of conclusion of audit were published on the Council website on 11th October 2018.
- d) It was noted that the Notice of conclusion of audit has been displayed on the notice board at Jubilee Walk from 11th October 2018.
- e) It was further noted that the External Auditor only issued the concluded audit report on 11th October 2018, 10 days after the legal deadline for doing

so. The Town Council was not responsible for this delay.

NOTED

C18 **Urgent Correspondence**

/174 None.

C18 **Date of Next Meeting**

/175 Monday 26th November 2018.

C18 **Exclusion of press and Public**

/176 It was proposed by Councillor D Roach, seconded by Councillor J Burns, 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 – Third party confidential information, commercial property and personnel matters.

RESOLVED

C18 **Arts Centre Development Group**

/177 The Clerk advised that the initial feasibility report from Michael Holden had been received. It was proposed by Councillor M Byrne, seconded by Councillor C Turner, that the group meet with Mr Holden and be given delegated responsibility for commissioning the follow-up report.

RESOLVED

C18 **Closure**

/178 The Chairman declared the meeting closed at 21:20pm.

Signed

Chairman

Date.....

Appendix 1

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

C18/167b) County Councillors' reports:

The Mayor thanked Councillors P&Q Fox for their informative newsletter.

Life has been busy, especially with residents getting in touch with housing concerns and parking issues. This I struggle with because residents think I have more power than I do. I have had appointments with residents in my home and I have attended appointments with people needing help. The more I get involved the more I discover that I can do very little to help people apart from champion their cause and signposting them in the right direction.

Meeting with Leaders

By the time of the Town Council meeting Haverhill Borough Councillors will have had a meeting with St Ed's Chief Executive Ian Gallin, Leader John Griffiths and Deputy Leader Sara Mildmay-White, Portfolio Holder for Housing.

I am going to ask that we have temporary homeless accommodation in Haverhill. Housing is a real issue here in Haverhill and on the increase yet if a person presents as homeless they are sent to Brandon or Bury and I have spoken to one person who got sent to Felixstowe. Lovely place but when you are from Haverhill it is a very long way, a way. I would like accommodation available here. We are the fourth largest town in Suffolk, growing rapidly and we need services here.

High Street

I have been looking into the Business Improvement District (BID) that a handful of businesses locally want, I am of the opinion that our staff at Haverhill Town Council do a great job in organising and putting on events and I would like to see it continue that way.

Another initiative which the Government is starting to talk about is Community Improvement Districts (CID). This involves everyone rather than just businesses, after all if you do not include the community in our High Street the businesses will not get the footfall.

Parking

I feel we should really push to get something done about it. Not only is it ruining our Town Centre it is ruining areas around town and in some cases stopping people parking on their drive because of inconsiderate parking.

The Guide Dog Association highlighted that many towns have the same problem as ours and it can be extremely difficult for people with guide dogs to navigate their way around cars that are parked on the pavement. As a result of the huge rise in pavement parking, Guide Dogs have asked that councils and councillors write letters to the Transport Secretary for new council powers on pavement parking.

We Are Listening Event

Councillor Roach and I attended this event with Matthew Hicks, Leader of Suffolk County Council and talked with local people about their concerns. This included GP surgeries but the majority of concerns were about illegal parking on the High Street, driving up the High Street during the hours of 10-4 and the state of the High Street. Many people seemed to favour bringing back to our High Street proper pavements with kerbs.

On a positive note, someone was very complimentary about the cheery look of our High Street due to the hanging baskets and flower containers.

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Our own listening event

I think we should have our own We Are Listening event as it is a good opportunity to meet with residents and listen to their concerns. At the beginning of summer Councillor John Burns did send out an email about people's availability with poor response, but I think that perhaps we should try again.

Political and religious bodies are no longer allowed to have a stall on the market, which may possibly mean no Town council stall. For more information on this Councillor John Burns, as the market liaison person can tell us more.

Period Poverty

I am fully supportive of a motion being proposed at Suffolk County Council with regards to ending 'period poverty'. I ask the Town Council if the Mayor and the Town Clerk could write a similar letter to the Chancellor of the Exchequer asking that he make all sanitary products VAT free. If enough people in authority write it might just happen.

Have your say on a bright future for local design

Inspired by award-winning designer Wayne Hemingway, a ground-breaking "Design Guide" for building and development in Suffolk is being created by the county's local authorities.

Critical to its success will be local input and, with this in mind, a survey was launched on 17 September to ensure that the views of Suffolk people play a key role in future decisions. The **survey** asks people to say what they do and don't like about the way Suffolk is currently built, from its public buildings to street lighting. The survey closes on Wednesday 31 October 2018.

The councils will work with other public bodies, land owners, developers, parish councils, architects, engineers, artists and amenity groups to finalise the finished guide. A wide range of events will also take place including conferences, study tours, community events, developer meetings and interactive exercises.

The Suffolk Design Guide will provide ground rules for planning applications for future Suffolk projects.

Window now open to apply for primary and secondary school places

Parents and carers can now apply for primary and secondary school places for September 2019.

The deadline for applications to secure a place at a Suffolk secondary school is Wednesday 31 October 2018. For a primary school it is Wednesday 15 January 2019.

New support for those bereaved by suicide

On 10 September 2018, Suffolk's suicide prevention steering group announced it will be launching a new service to support individuals, families and others bereaved by suicide.

The 12-month pilot service will be jointly funded by Suffolk County Council (SCC) Public Health and Ipswich & East Suffolk and West Suffolk Clinical Commissioning Groups (CCGs). The total funding for the service is £30,000, with Suffolk County Council providing £22,000 and CCGs funding £8,000.

The service will be operated by Listening Ear. They will work in close partnership with the police, coroner service and other partners to offer support following notification of a suspected suicide, including one-to-one individual support, practical help and signposting to local services that can help.

When the new service launches, it will be widely advertised in Suffolk with options for self-referral and referral by professionals.

Suffolk's suicide prevention strategy was launched in October 2016 with the aim of reducing the number of suicides in Suffolk by 10% by 2021 which, in Suffolk, would equate to six deaths a year. Since then, more than 400 people in Suffolk have been trained to prevent suicide and 150 have become "Suffolk Life Savers" as part of a far-reaching campaign to reduce the number of people in the county who take their own lives.

The suicide prevention partnership comprises health and wellbeing partners including Suffolk County Council Public Health, police, coroner, Clinical Commissioning Groups, Samaritans, Suffolk Mind, Healthwatch Suffolk and others.

Councillor D Roach gave the following report:

1. Councillor Roach endorsed Councillor P&Q Fox's newsletter.
2. He has raised 'yet again' the problems of Duddery Hill. He has been told that the works are in a forward plan but it could be next year before any work takes place.

C18/167c) Borough Councillors' reports:

Councillor J Burns gave the following report:

- Atterton & Ellis (Ironworks): Still no contact from owner. A new planning application has been submitted for the adjacent Manor House (owned by same person) to convert to 4 flats and build 5 new units to the rear. This is substantially similar to previous, now no longer extant, applications for the site.
- Woodlands Hotel site: Currently no further news other than of the prospective bidders it would seem that only one may be willing to retain the building.
- Police. The August crime stats summary data was distributed to Councillors recently. I understand decisions about specific personnel changes to the policing model will be advised to those affected later this coming week.
- Vixen Site (Millfields Way): Some concern has been expressed that this project may not now happen, and efforts are being taken to find out what the latest is from the owners.
- The Garden Waste working party, of which I was part, has now completed its review and a report is being written for consideration by the Overview & Scrutiny Committee in November. Some changes are being proposed which we hope will help residents who move into the council area whilst at same time making sure it is self-supporting.
- I recently compiled data from a recent market traders' survey. We are awaiting a market liaison committee meeting to discuss the results before publishing results.
- I have been continuing to disagree with a decision made by someone at the Borough to ban stalls for political parties, outside the Purdah periods, from all markets despite no discussion by Councillors. The current state is that we have gone back to the previous position of allowing the Market Officers to decide who can and cannot be on the market until sensible discussions have taken place.
- The left over bore hole in the Arts Centre Car park has still not been properly repaired and I have again notified the car parks Manager.
- The comments received for the recent warding review are now available on the LGBCE website. The recommendation to go to Parliament is due on 23rd October.
- We have recently received mapped proposals for the replacement Traffic Regulation Orders for the town. They need to be carefully checked and changes notified otherwise we could end up losing areas that are currently covered by regulations (e.g. Queen Street) post-CPE.
- The Royal British Legion have announced that a memorial stone for Pte Stephen Webb was recently put into position over his grave in the cemetery by the Commonwealth War Grave Commission.
- The Borough Community Chest application process has now closed. I have received the applications for consideration at the next Grant Working Party meeting in November. I expressed concern that press coverage suggested there was more money available for the Borough than there really is although the low figure suggested has now been increased somewhat by utilising monies leftover from previous years that remain unspent.
- I am investigating several reported incidents of ARP sending out new business rate and council tax demands every month with different figures confusing the recipients whilst at same time failing to take funds from their accounts via direct debit resulting in an ever-increasing debt to the council.
- From 1st October, all HMOs which are occupied by 5 or more persons will not need a new HMO license, making the process stricter for the landlords. Tenants may not be aware if the landlord does not tell them.
- The Armistice 100 events leaflet is now available in the Arts Centre and on the TC website plus posted on social media. You are encouraged to attend as many events as possible. A giant poppy will be unveiled at front of St Mary's Church on Sat 27th October at 11am.

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- We recently had 2 x showings of the film “Journey’s End” at the Arts Centre for about 350 Samuel Ward Year 9 and above students. I had made an introductory film with the military advisor of the film whilst giving a short briefing myself. The school reported it had created a lot of debate and was very well received by the students including comments I overheard as they left the Arts Centre.
- A licensing application has been made to convert 22 Queen Street Haverhill into a bar with both on and off-site sales of alcohol. The consultation closes on 17th October for any comments.
- There is a One Life Suffolk Half Term event for families and young people at Burton End Primary Academy from 22nd-24th October from 9am to 3pm.

C18/167d The Public

Resident: Did the Council have any information on the recent fire at the Atterton and Ellis site in Hamlet Road? The Mayor advised that 2 youths were arrested. The Borough has been asked for enforcement on this derelict site and to encourage action on the proposed development.

Resident: Has there been any interest in the Haverhill Research park since planning conditions were relaxed on the site. The Mayor advised that this matter was commercially sensitive so no announcements were possible at this time.

Resident: Is there any update on the ancient hedgerow damaged by contractors working for Persimmon Homes? The Deputy Mayor advised that it was understood legal action was ongoing.

Appendix 2

C18/168 Mayors report for September/October 2018.

I attended the U3A enrolment event at the Arts centre. I was surprised by the tremendous number of diverse subjects that were on offer and by the large amount of enthusiastic people taking part. I also attended the Mayor of Sudbury and the Mayor of Needham Market’s Civic services, a meeting of the Joshua Tarrant Trust to discuss future charity events and a talk by the Kedington Air Memorial Trust.

I attended the opening by Rt Hon Matt Hancock MP of the West Suffolk College’s Learning Centre in Haverhill at the old Parkway school site. This is a great thing to have in town and hopefully something that can be built on and expanded over time. I also opened a new family-run computer shop in Queens Street (Nicom’s) and a new state-of-the-art fitness room at Real Bodies Gym, Hollands Road.

Councillor J Burns and the Assistant Town Clerk attended the funeral of Brian Thomas ‘The Haverhill Poppy Man’ on my behalf as I was away.