

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 26th November 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 J Crooks
Councillor P Fox
Councillor Q Fox
Councillor P Hanlon
Councillor L Smith
Councillor C Turner

Apologies: Councillor M Byrne
Councillor J Mason
Councillor D Roach
Councillor S Roach
Councillor B Robbins
Councillor W Yang

Absent: Councillor A Williams

In Attendance: Colin Poole (Town Clerk)

7 members of the public were present.

Welcome:

Mayor A Brown welcomed everyone to the meeting, in particular Mr Max Eason and Mr Ray Shanks, members of HAVAC Walkers, who gave a short presentation on their group's activities. The group formed in the 1980s, as the HAVerhill Adventure Club. It organises 7 summer, and 7 winter walks. These walks are researched and then set out as route cards, with a choice of distance available on each route. These can be self-directed or led walks. In addition, there is a group walk on each third-Thursday in the month between 5-10km in length, finishing at a hostelry. There are 21 'permanent trails' within 20 miles of Haverhill, routes downloadable from www.havac-walkers.co.uk. This includes walks connected with the history of WW1.

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

MINUTES

- C18** **Apologies for Absence**
/179 The above apologies were noted.
- C18** **Declaration of Interests and requests for dispensation**
/180 No declarations were made or requests for dispensation made.

ACTION

C18 **The minutes of the Full Council meetings held 15th October 2018**
/181 It was proposed by Councillor J Burns, seconded by Councillor P Hanlon that the minutes of the meetings held 15th October 2018 be adopted as a true record.
RESOLVED

C18 **Matters arising not on the agenda**

- /182**
- a) C18/116 – @haverhill-tc.gov.uk email addresses: As the quarterly bill has been paid, it was agreed to defer this matter to the new Council to decide in May 2019.
 - b) C18/116 – Councillors’ personal ICO registrations have been completed.
 - c) C18/167– Ambulance service in Haverhill: Mayor Brown, along with Councillors Byrne and Mason and two residents have met with representatives of EEAST. The representatives agreed to provide answers to the questions set last year but have requested more time. It is hoped that a substantive answer will be provided when the group meets again in January.

CLERK

C18/ **Lease – Chalkstone Playing Field, Millfields Way, Haverhill**

183 The meeting considered the 125-year lease for the Chalkstone Playing Field. It was noted that the term ‘playing field’ included the aspects of a community open space the Council aspired to provide. In respect of the construction of a skate park, it was understood that permission from the Secretary of State would be required once the plans were agreed. Landlord approval would not be unreasonably withheld. Removal of trees would require permission of the landlord, again there is no expectation that permission would be unreasonably withheld, as we intend to work to proposals put forward by the Suffolk Wildlife Trust.

It was proposed by Councillor J Burns, seconded by Councillors P Fox that as Proper Officer of the Council, Colin Poole be authorised to sign and exchange the lease on behalf of the Council.

RESOLVED

CLERK

C18 **Reports from the Police, borough and County Councillors and the**
/184 **PUBLIC FORUM**

- a) Police Report – The Council noted the content of the SNT report circulated by Councillor J Burns. The Clerk will enquire where the topics identified under ‘you said, we did’, originate, given there are no public meetings at which people can raise issues.
- 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 – No members of the public wished to speak.

CLERK

C18 **Mayor’s Report**

/185 See Appendix 2.

C18 **ONE Haverhill Partnership**

- /186**
- a) The Board have not met since the last meeting.
 - b) The Clerk advised that the Ops Group, which oversees the day-to-day activity and ensures task groups work together and are maintaining momentum, has made draft proposals to amend the Constitution following a request by Councillors that a third voting board member

joins the Ops Group. The proposal is that a second Vice-Chair position is created. It was important, given the impassioned request for this, that someone does step forward as a nominee. Councillors agreed that Cllr P Hanlon would co-ordinate communications between Town Councillors who were on the ONE Haverhill Board, to agree a nominee.

Cllr P Hanlon

C18 **Polling Arrangements for Haverhill**

/187 Members considered the proposed arrangements for polling stations in Haverhill. All were deemed satisfactory. For Haverhill North 2, W-HH-N2, it was agreed the Borough considers a location around Chapplewnt Road/Howe Road.

C18 **Adoption of Committee Reports**

/188 **a) Planning Committee**

It was proposed by Councillor P Hanlon, seconded by Councillor J Burns that the minutes of the meetings held 22nd October and 6th November 2018 be adopted.

RESOLVED

b) Finance Committee

It was proposed by Councillor C Turner, seconded by Councillor A Bramwell that the minutes of the meeting held 22nd October 2018 be adopted.

RESOLVED

C18 **Financial Matters**

/189 **a) Authorisation of payments**

It was proposed by Councillor P Fox, seconded by Councillor C Turner, that the listed payments totalling £100,976.41 be authorised.

RESOLVED

b) REACH

it was proposed by Councillor C Turner, seconded by Councillor P Hanlon, that £600 be allocated to subsidise tickets for this year's Christmas Panto, for the use of REACH's client families allocated as they see fit.

RESOLVED

C18 **Standing Orders**

/190 a) It was proposed by Councillor J Burns, seconded by Councillor Q Fox, that SO17d(ii) is amended to refer to section 1 of the Annual Governance and Accountability return, instead of section 2.

RESOLVED

C18 **Internal Audit**

/190 It was proposed by Councillor J Burns, seconded by Councillor L Smith, that the Council accept the report of the internal auditor for the period 1st April-31st October 2018, noting that the Auditor commended the Council on its active leadership in the community. The Auditor advised that the privacy policy on the Council website be linked direct from the home page to make it more visible to users.

CLERK

C18 **Urgent Correspondence**

/191 C18/108 Bus shelter at Eringshausen Way: The Clerk advised that Suffolk County Council had quoted £3,616.51. The Town Council had agreed a budget of £5,000. It was proposed by Councillor P Fox, seconded by Councillor P Hanlon, that the works be approved.

RESOLVED

C18 **Date of Next Meeting**
/192 Monday 10th December 2018.

C18 **Exclusion of press and Public**
/193 It was proposed by Councillor P Hanlon, seconded by Councillor L Smith, 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**
/194 The Clerk advised that the Arts Centre Development Group met with Michael Holden on 22nd November, to discuss his first report and consider next steps. The first report considered the potential audience for the Arts in Haverhill. The group has commissioned a second report to better understand the supply-side of the Arts, in terms of what factors affect the decisions of artistes in choosing venues to perform, in order to attract the potential audiences.

Bevan House: The Council instructed the Clerk to authorise additional drawings to be prepared.

CLERK

C18 **Personnel Matters**
/195 The Clerk advised that the Parish Handyman was moving to a new career at the beginning of December. The meeting discussed how the role has evolved. The Clerk will circulate the proposed revised job description. It was proposed by Councillor A Bramwell, seconded by Mayor A Brown, that a vote of thanks be recorded for Michael Hannon, for his work as our first Parish Handyman.
RESOLVED

C18 **Closure**
/196 The Chairman declared the meeting closed at 20:32pm.

Signed
Chairman

Date.....

Appendix 1

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

C18/184b) County Councillors' reports:

Councillor P Fox & Councillor Q Fox gave the following report:

- SCC are revisiting the question of co-delivery with partners, such as the pilot Highways programme for working with parishes on highways maintenance.
- The performance of the Norfolk and Suffolk Mental Health Trust was discussed at County Council Overview Committee. Councillor P Fox suggested mental health provision may be a suitable topic for the Haverhill Area Forum.

C18/184c) Borough Councillors' reports:

Councillor J Burns gave the following report:

NW Haverhill: Wheel washing processes are now seen on site and a road sweeper does clean the road if any mud is seen however it has to be called in from a local supplying company at 30-45 minutes notice. We have been advised of contact details for the Site Manager so if anyone has any complaints, they should be directed to Vicky Philips who can pass on.

NW Relief Road: I have now had official confirmation that the road will be called Suffolk Regiment Way and Persimmon Homes will install road signs to that effect. SEBC have confirmed that they are not allowed to name what is effectively a bypass, so it is hoped nobody will try to change this. SEBC have also confirmed that the estate is wholly within Haverhill, as I explained to them, and not in Little Wratting Parish; they have amended their records and notified the relevant authorities.

Old Westfield School Site, Manor Road: A planning application has now been lodged by Barley Homes for 37 units. See <https://bit.ly/2DWN7TV>

Atterton & Ellis (Ironworks): Discussions are finally ongoing between SEBC and the owners after the former offered a process whereby development could proceed. However, discussions are still ongoing over the car park access.

Clerkin Site, Hollands Road: This application has been called in and we are awaiting to hear what the officer plans to do.

Old Argos Building, 5 High Street: The application to convert floors 1 & 2 to flats comes before SEBC Development Control on Thursday 6th December with a recommendation for approval. The developers are claiming vacant building credit. Concerns raised by the TC over fire escapes have apparently been resolved to Public Health & Housing satisfaction.

Sturmer Road Coffee Shop: No news from officers. I still have serious concerns over traffic flow and road safety.

Woodlands Hotel: SEBC are progressing talks with prospective buyers and an announcement will be made once commercial considerations have been resolved.

Sainsbury's Access Road: Still no news from planners despite chase up email.

Warding Review: I have requested specific data from the LGBCE over the changes they have made to both District and Parish Council boundaries. I am currently analysing street by street data produced by SEBC and am having some difficulty matching up to figures LGBCE produced in their report.

Police: The November SNT report was distributed to Councillors last week and the crime stats up to September 2018 was sent out on 8th November.

I have received advice from Suffolk Constabulary that they are unable to separate out sexual and violent crime figures as doing so could allow identification of specific crimes in a road with neighbours working out which resident was affected. They have also confirmed that all crime, apart from ASB related, normally have resolution data; which having checked it mainly does. For ASB-related reports they are recorded as "non-crime" and therefore have no specific resolution hence why there is no such data in the police.uk website from which I extract data. This may well be related to Suffolk only as difficult to see what other forces do.

I continue to place the VAS around town and the results are posted on the TC website:

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

<http://haverhill-tc.gov.uk/vas/>. I have had requests from the police and a Councillor to place in specific locations but in all cases there are no suitable upright poles to which I can attach the units.

Vixen Site (Millfields Way): The owners are now in discussion with SEBC, after I put them in touch, to discuss rights of way across the car park as well as the viability of the site. There is no further news on development starting.

SEBC Community Chest: I was one of those who discussed and approved several applications for funding through the SEBC process. Subject to Shadow Cabinet approving (tomorrow), both REACH and Haverhill Community Trust have been allocated funding for specific projects.

Armistice 100: I was extremely pleased to have been able to help out on many of the projects commemorating the centenary of the First World War as well as filming many of the events. I was particularly proud of the "Haverhill Remembers" event at the Old Independent Church on 10th November where we broadcast the event live using three cameras helped greatly by staff from Haverhill Arts Centre as well as Mell & Aaron Luccarini. It was a long day with many of us working more than 14 hours. The Haverhill Family History Group, Haverhill History Group, Royal British Legion and others did us proud over the entire period.

One Haverhill Partnership Apprentice Awards: I was pleased to be able to produce a short film with some interviewees praising the work of Karen Chapple (Youth Skills Manager) over the past 5 years who received a Special Recognition Award. The event was held last Friday and it was gratifying to see so many employers and apprentices (both current and ex) there. I think Karen was somewhat surprised.

Haverhill Arts Centre Website: I was involved in the successful planning and implementation of the new website which is now in full operation. Some minor snagging issues are being resolved but the general feedback from users is it is far superior to the previous version. Analysis of sales and website hits will be made to see how it is in fact performing over the coming months.

Ultrasound Unveiling: I attended and filmed the event at Christmas Maltings. It was good to see Betty & Ivor McLatchy looking well and the event was a credit to the work they undertook in raising the funds to benefit the people of Haverhill.

District/Borough Status: It was decided by the Shadow Council last week to defer any decision about whether the new West Suffolk Council applies for Borough status until after the new Council has been elected in May 2019.

SEBC O&S (Highways): We had a very good meeting with Cllr Mary Evans as SCC Cabinet member for Highways. I subsequently sent her an email with several outstanding items for her to follow up on and I am now awaiting a response.

Appendix 2

C18/185 Mayors report for November 2018.

Main highlights this month were

Attending the Centre Stage production of 'Our House' - This was a tremendous production, the amount of truly talented youngsters that we have here in Haverhill never ceases to amaze me.

I attended the Fire Service open day at the fire station, which was a real eye-opener seeing the new kit that they have. There were many children at the event having lots of fun as well, so it was a good day for all, well done to our local Fire Station for putting it on.

I helped with the bucket collection on the Halloween trail; again everyone seemed to have a very good time.

Attending the Unveiling ceremony of the giant poppy outside St Mary's Church, the British Legion did a terrific job of planning and assembling this. Many residents seemed to very much appreciate seeing it in place. I personally think this was an extremely fitting way to honour the 144 men of Haverhill that died during WW1.

I attended a re-dedication ceremony in Haverhill Cemetery to honour the unveiling of a Commonwealth War Graves Commission headstone for Private Stephen Webb, who had not had a headstone before this. It was down to four years of hard detective work by the Family History Society to get this done. well done to all involved.

I attended an "Energy Clinic event" hosted by the Citizens Advice Bureau at the library. It seemed that many of the residents that came along managed make sizeable savings on their energy bills, including myself, which was a surprise as I thought that I was pretty clued up on energy pricing etc. I would recommend if possible, the Council helps publicise the next one, to help those on a low income to save some money.

I attended the unveiling of Betty McLatchy's ultrasound machine at the Christmas Maltings surgery. It was good to see Betty and Ivor again. She had the biggest smile, at last her machine was in place and up and running, whcih was great to see.

I attended the "Eve of Peace" service hosted by the Lord Lieutenant at Bury Cathedral. The highlight for me came during the 2-minute silence; hundreds of poppies coming down from the high roof. A fantastic sight.

I attended a British Legion event with 8 local schools at the Haverhill cemetery, where the children learned about some of the WW1 casualties in the cemetery. The children seemed to very much enjoy the event, asked many questions and took a real interest.

I attended a remembrance event in the Abbey Gardens, Bury St Edmunds and went to the "Haverhill Remembers" concert at the Old Independent Church, put on by the Haverhill Family History Society with great help from many other organisations, bands and choirs from the town and surrounding area. Councillor Burns organised the filming of this; if you get chance it is well worth watching. Great credit to all those involved.

Remembrance day was a very busy day with three main events during the day in Haverhill. At 11am at the cenotaph in the Cemetery the names of the 144 Haverhill WW1 casualties were read out; there were many people that turned out to see this. In the afternoon we had the main parade and service. I estimate that at least a couple of thousand people attended; I do not think that I had ever seen so many people at a Haverhill parade.

In the evening we held the beacon lighting ceremony as part of the national beacon lighting event (1000 beacons all lit at 7pm across the country). The churchyard was especially lit and there were 144 homemade candle bags around the churchyard, made mainly by children of the town. It looked terrific and all went well, I think that all those many people who attended very much enjoyed the spectacle.

The whole of the Haverhill Armistice 100 events was terrific and it was a great honour for me to be able to attend as the Mayor, thanks again to all those that helped organise things.

Finally, on Friday I attended the One Haverhill Apprenticeship Awards at Sanofi. It was very nice to see our own Karen Chapple receive an award for all her hard work getting 300 youngsters into apprenticeships in Haverhill. It was an extremely positive event with many youngsters, local businesses and organisations attending. I was especially delighted to be able to present a local building company 'Argents' with the employer of the year award. Over the years they have trained over 100 apprentices, many of them have now gone on to start their own businesses.