

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Tuesday 18th June 2019 at 7.10pm at the Haverhill Arts Centre,
Haverhill, CB9 8AR



HAVERHILL
TOWN COUNCIL

Present: Mayor Councillor J Burns
Deputy Mayor Councillor L Smith
Councillor A Brown
Councillor B Davidson
Councillor P Fox
Councillor P Hanlon
Councillor A Luccarini
Councillor E McManus
Councillor M Marks
Councillor J Mason
Councillor D Roach
Councillor D Smith
Councillor A Stinchcombe

Apologies: Councillor J Crooks
Councillor P Firman
Councillor L Miller-Jones

Absent: None

In Attendance: Colin Poole (Town Clerk)
Wil Tel District Commander-West

4 members of the public were present.

Welcome:

Mayor J Burns welcomed everyone to the meeting, in particular Mr Ian Levett who gave a report on the work of the Haverhill Town Pastors.

Pastors are all volunteers from churches in Haverhill who carry out this role as Christians, working in mixed pairs. They patrol the town centre on Friday nights from 10am to 3pm, remaining within the range of CCTV at all times, and connected by the Townlink radio system to the Police. Volunteers are fully trained in first aid, alcohol awareness and conflict management, plus they are all vetted.

The pastors started 8 years ago when Haverhill was significantly rowdier on Fridays and Saturdays, but nowadays it is very quiet comparatively. Mr Levett described some incidents that illustrated the nature of their work. They are looking out for vulnerable people – on their own and worse for wear for alcohol, and will stay with them until help arrives – whether that is reliable friends or police/ambulance. Statistical reports are submitted to the Police.

It costs £4k a year to keep the project going, including the cost of a co-ordinator and the quantity of “Freddo” bars and bottled water they hand out to give sustenance to those that

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need it. They are well respected on the street by the vast majority of those out and about. The charity is unregistered and relies on donations. They are seeking more female volunteers to work both on the street and as 'prayer partners' who support them over the radio.

The Mayor thanked Mr Levett on behalf of the Council for his interesting report and asked that our thanks be passed on to the team.. The Mayor called the meeting to order and advised members of the public attending that the meeting was being recorded.

MINUTES

ACTION

C19 Apologies for Absence

/091 The above apologies were noted.

C19 Declaration of Interests and requests for dispensation

/092 No declarations or requests for dispensation were made.

C19 Emergency Services Focus

/093 The Mayor welcomed Wil Tel, District Commander-West and Area Commander Ian Bowell, from Suffolk Fire & Rescue Service, to report to the Council on current arrangements for fire service cover in Haverhill.

Response standards – there are currently no national standards, but the Integrated Risk Management Planning process has gone out to consultation regarding retaining response standards. Currently the locally agreed standard that the first fire engine to arrive at 80% of call-outs to property fires should do so in 11 minutes, is not met – actual average 68%.

Fire alarms – 45% of all incidents in Suffolk are false alarms,

The west district attended 41% of the total number of incidents within Suffolk during 2018.

The full establishment of on-call fire personnel at Haverhill is 21, but current establishment is at 15 due to a number of recent leavers. 2 new recruits are booked onto the September course and further local recruitment in progress to bring establishment back up to 21. Focus on skills sets and benchmarks to maximise availability.

The best use of resources is subject to a continuous cycle of improvement, including looking at whether the shift patterns for staff match the incident profile of Haverhill.

Getting new on-call staff in post is increasingly difficult as issues such as the number of jobs within the town centre reducing and the cost of housing for key public service personnel – there is no affordable housing provided for key staff. Councillors thanked Mr Tel and Mr Bowell for their report.

Questions:

Does the vacancy rate mean that appliances are called in from outside Haverhill? Yes, but there is a constant strategic repositioning of assets. If Haverhill is called out, other appliances are repositioned to cover.

What are the peak hours for incidents? 17:00-18:30, so shift patterns ensuring more staff are on duty at this time makes the best use of resources.

Does IFF (a COMAH site) allow people to become firefighters? Yes, very much.

Is Highpoint an issue? The service is regularly called out to incidents, but the staff there are well trained and have often dealt with incidents themselves.

What concerns are there on the horizon? The next UK Government spending review and the impact on the fire service.

The Mayor thanked the fire officers very much for their presentation and for giving a better insight into issues facing the fire service.

- C19 /094** **The minutes of the Full Council meeting held 14th May 2019**
 Subject to a minor amendment to C19/077, It was proposed by Councillor A Brown, seconded by Councillor A Stinchcombe that the minutes of the meeting held 14th May 2019 be adopted as a true record.
RESOLVED
- C19 /095** **Progress of actions arising from the minutes**
 None
- C19 /096** **Reports from the Police, borough and County Councillors and the PUBLIC FORUM**
 a) Police Report – See appendix 1
 b) County Councillors gave their report - see appendix 1
 c) District Councillors gave their report - see appendix 1
 d) Public Forum - see appendix 1
- C19 /097** **Mayor's Report**
 See Appendix 2.
- C19 /098** **ONE Haverhill Partnership**
 a) The Board met on 13th June. Councillor M Marks commented on the presentation from the CCG on the pilot for health. The description given to the Board was only the audit to establish need. A plan now needs to be formulated for the pilot, which will include a worker at each surgery. They are also awaiting the 101(2) service to have the necessary staff resources. There is a significant gap between the aspirations of the plan and the resources to deliver it. Training has been delivered in assisting primary care staff in recognising mental health problems being presented.
 b) Current position of GP staff at Christmas Maltings and Clements is 6 permanent GPs, (FTE=4), 6 locums. At any given day there are 4/5 doctors plus other medical practitioners. Each doctor covers 64 appointments a day.
 c) It was proposed by Councillor J Mason, seconded by Councillor A Brown, that the following Councillors be appointed as representatives of the Town Council on the ONE Haverhill Partnership Board:
 Mayor J Burns
 Councillor A Brown
 Councillor P Hanlon
 Councillor D Smith
RESOLVED
 d) It was proposed by Councillor J Mason, seconded by Councillor A Brown to nominate the following Town Councillors to OHP Task Groups:
 Crime and ASB: *J Burns*
 Education Training and Employment: *L Smith, L Miller-Jones, P Hanlon*
 Health: *M Marks, A Stinchcombe*
 Masterplan: *P Fox, A Brown, D Roach*
 Volunteering: *P Fox, P Hanlon*
RESOLVED
 It was noted that *Town Councillors who were Board members* were also appointed by the Board to sit on these task groups.
- C19 /099** **Suspension of Standing Order 3w**
 It was proposed by Councillor D Roach, seconded by Councillor D Smith, that SO3w be suspended, to allow the meeting to conclude the business to hand.
RESOLVED

- C19**
/100 **Review of Internal Controls**
- a) The Clerk referred members to the Internal Auditors report previously circulated. It was noted that the only requirement was for the Reserves Policy to be reviewed, to remove out of date figures. The Clerk will present an amended policy to the Council in due course. It was proposed by Councillor E McManus, seconded by Councillor P Hanlon, that the Internal Auditor's report for the year ending March 31st 2019 be accepted.
RESOLVED
- b) The Clerk referred members to the Review of Internal Controls previously circulated. One amendment was made to an incorrect date. Subject to that amendment, it was proposed by Councillor M Marks, seconded by Councillor L Smith that the Review of Internal Controls was satisfactory.
RESOLVED
- c) The Clerk referred members to the Review of the Internal Audit previously circulated. It was proposed by Councillor D Roach, seconded by Councillor E McManus, that the Internal Audit had been carried out in accordance with the specification.
RESOLVED
- d) It was proposed by Councillor M Marks, seconded by Councillor L Smith, that the terms of reference, specification and effectiveness of the internal audit are all satisfactory.
RESOLVED
- C19**
/101 **Adoption of Committee Reports**
- a) **Planning Committee**
It was proposed by Councillor D Smith, seconded by Councillor P Hanlon that the minutes of the meetings held 21st May and 11th June 2019 be adopted.
RESOLVED
- b) **Leisure and Community Committee**
It was proposed by Councillor L Smith, seconded by Councillor J Mason, that the minutes of the meeting held 21st May 2019 be adopted.
RESOLVED
- C19**
/102 **Financial Matters**
- a) **Authorisation of payments**
It was proposed by Councillor D Roach, seconded by P Fox, that the listed payments totalling £151,467.69 be authorised.
RESOLVED
- C19**
/103 **Registration of Councillors with the Information Commissioners Office**
The Clerk advised that he had discussed registration with the Monitoring Officer and SALC. A recent change in the rules meant that Councillors who do no more than ordinary case work on behalf of residents do not need to be registered with the ICO. Councillors who act as election agents do need to register, but as this is a political activity, the Council cannot assist in the process.
NOTED
- C19**
/104 **Urgent Correspondence**
None
- C19**
/105 **Date of Next Meeting**
MONDAY 22nd July 2019 at 7:00pm

C19 **Exclusion of press and Public**

/106 It was proposed by Councillor P Fox, seconded by Councillor A Brown, 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 and commercial property matters.

RESOLVED

C19 **Property Matters**

/107 a) The Clerk reported that he had received two enquiries to purchase the building, coincidentally for the same community purpose. The application for outline planning permission for development of the site was in the consultation stage. Councillors agreed that no decisions would be made as to the future of the site and no offers would be accepted until the outcome of the planning application was known.

AGREED

C19 **Closure**

/108 The Mayor declared the meeting closed at 22:13pm.

Signed

Chairman

Date.....

Appendix 1

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

C19/096a) Police Report:

A new style report has been produced, which looks better than the old SNT report but contains little local information. The Chief Constable and Police Commissioner will be visiting the town on 31st July to be available to the public. Councillor J Burns has distributed the crime stats he has compiled from nationally held police data. The level of unsolved crime is concerning.

C19/096b) County Councillors' reports:

Councillors P & Q Fox:

Councillor P Fox advised that the document she had circulated was in fact her county council political group newsletter. Fellow Councillors requested that political reports are not circulated at Town Council. Councillor P Hanlon asked regarding the improvement in OFSTED inspection for Children's Services and expressed a hope that the SEND services will be given the support to improve those.

Councillor D Roach:

Councillor Roach circulated a survey regarding potential solutions to Mount Road being used as a race track. Highways have come up with proposals such as speed bumps. The possibility of reversing the one-way flow of traffic is another potential solution. There are drawbacks as well as advantages in any solution. Councillor Roach has offered to use some of his Highways budget to fund any solution.

C19/056c) District Councillors' reports:

Councillor J Burns gave the following report:

NW Haverhill: A report was given by Persimmon Homes to the HTC planning committee recently. Work continues on the new roundabout which is not now scheduled to open until early 2020 due to extensive work needed by Openreach to move communication cables. The Relief Road has been confirmed will be built in one phase and hoped to start later in the Autumn. Persimmon are in discussions about reducing the number of 3/4 bed properties to 2/3 due to latter not selling. They are also discussing Phase 2 which will include some open space projects.

Great Wilsey Park: There are several planning applications for the site but none yet for house layout or design. I and others recently met with the planning officer to understand what is happening but other than the applications there is nothing further of substance to report. Concerns have been raised over the construction compounds and access, plus lack of cycle paths particularly leading to the school sites on Chalkstone Way. It is not thought that any application will come before committee until at least August.

Boyton Meadows (Ann Suckling Road): Planning permission was recently granted for 38 housing units on the Maidment Estate next to the NW Haverhill development.

Castle Hill School Site: Planning permission was recently granted for 26 housing units on the old school playing field area of this site for Barley Homes; 100% owned by West Suffolk Council (WSC). Concerns were raised about what will happen to the old school site itself and we heard a commitment to clear the ground safely (probably ground contamination due to the fire) and return it to public open space including possibility of extending the Rugby Club pitches into it.

Atterton & Ellis (Ironworks): No further news.

Sturmer Arches: Still no news on this.

Woodlands Hotel: I have kept up the pressure on WSC over this as appears still not sold and must be costing a fortune in security.

SCC Highways: Work progresses on the High Street and the latest update I have (last week) is they are on schedule to complete around 7th July but increasingly frustrated by the total lack of respect by road users, particularly Blue Badge holders, where they (and I) have come close to being injured in last week or so. It was suggested to Highways to put cones out all along the street and/or increase the number of workers to finish the job earlier, but both were responded to with a negative. New plastic removable bollards have been installed but vehicles are still managing to drive between them and then along the pavement inside the bollards. Once work is complete, Haverhill In Bloom plan to put heavy planters between them but will need to work out the effect on Saturday market traders.

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Internal advertising Arts Centre: I have been working with Technical and came up with a new cheap solution to allow promotion of events on the TV screen(s) and cinema screen. This is much more robust than the old version which relied on a web browser and very dated software. It is hoped these in turn will result in increased ticket sales.

Greater Cambridge Partnership: I attended an update meeting on 4th June at Homerton College Cambridge regarding a new park & ride at Trumpington plus progress report on the 17 changes being planned for the A1307. The first one completed was the software update to the lights at Linton Village College which have resulted in no more than a 5% benefit considered underwhelming based on what we were told during the consultation phase. Lengthy discussion was held over a planned park & ride near Fourwentways (linked by a Metro – basically a 3-car bus on tyres – to Babraham and Addenbrookes) plus a revelation that a new Innovation Centre is being planned for the old Comfort Café site and environs. How that will affect the Haverhill version I do not know. A new consultation is just about to start over changes to the junction of the A1307 and Babraham High Street including reducing the speed limit to 50mph. It has also been proposed to put average speed cameras all along the road from the Suffolk border to the A11. The proposed right hand turn ban from Linton High Street to the A1307 has been dropped.

Duddery Hill near High Street: I have reported to SCC Highways that their yellow lining in preparation for CPE has wiped out the bus stop next to the Arts Centre car park going east. They stated did not realise there is one because the white lining has still not been done despite numerous times being told will be done in the past 3.5 years (plus fact sign is missing). That includes a commitment in February this year that the work had “been ordered”.

HTC Email: Following a successful migration to Microsoft Office 365 all Town Councillors now have their own HTC email addresses and must use them for all HTC business. This effort has halved the annual cost of providing the service and allowed an update to Office products on computers in the Arts Centre via an internally managed system. We continue to investigate other cost saving measures without losing any efficiencies.

One Haverhill website: I am working with Dave Gooderham to migrate the existing site to a WordPress based system which will reduce the costs substantially and allow for easier updates than the current system. I spent several hours duplicating the existing site and Dave is now updating. We hope to bring into production in next month or so.

Highways: Statutory road signs (30mph etc) are not being kept clean nor vegetation removed from obstructing them. Based on recent travels this is not unique to Suffolk and both Essex & Cambridgeshire are just as bad. The Councils have a legal duty to keep these clear and pressure must be exerted on them all to do their job. They cannot leave this sort of thing to Parish/Town councils nor be allowed to forget what they are paid to do. The bypass particularly is looking like Sleeping Beauty’s forest and one day no signs will be visible.

District Councillor A Brown

He has raised concerns regarding the white lining on pedestrian crossings such as on Chalkstone Way and mini roundabouts. County Councillor Roach advised he had been promised this work would be done within the next three months. He intends holding their feet to the coals on the matter. Councillor Brown highlighted a list of outstanding works highways have promised but not delivered.

He attended Overview and Scrutiny Committee at District Council and during a discussion on the Suffolk Community Safety Partnership. He raised police engagement issues with Joanna Spicer. The high quality engagement has all been lost through cuts.

Councillor Brown highlighted that the Civic Awards previously given by the Borough were a good way of recognising people who had done good work in the area and had asked it be reinstated.

Councillor M Marks

The presentation given by Joanna Spicer raised the question of why there is lack of resources for Haverhill given county lines is recognised as a real problem. Her recent experience of reporting evidence of a crime resulted in an unsatisfactory response. It was noted that people are encouraged to report matters online. The Mayor recommended online as preferable for those who are able to use that method.

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Councillor P Hanlon

Being back on the District Council after a break, he commended the staff at the council for the support he has been given through the training for new Councillors.

Councillor D Roach

Observed that there were more rural Members on the District planning delegation panel so that representatives from urban areas should make representations to ensure that their concerns are fully understood.

C19/096d) Public Form:

There was no member of the public to speak.

Appendix 2**C19/097 Mayors Report**

Date	Event	Location	Comments
17th May 2019	Presentation by Sanofi of grant to One Haverhill	Sanofi Haverhill	With Henry Wilson and local MD of Sanofi.
25th May 2019	Centre Stage production of "History Boys"	Arts Centre Haverhill	A show that I knew nothing about beforehand but certainly do now. As usual, Centre Stage gave a brilliant performance on what was very lengthy dialogue scenes. Just a shame there were not more backsides on seats.
30th May 2019	Haverhill & District Town Twinning Association –	Arts Centre Haverhill	Arrival of German friends from Ehringshausen. Welcomed and gave a short speech (mostly in English) which appeared to go down well.
1st June 2019	Annual Mayor Making & Civic Service for Mayor of Saffron Walden	Saffron Walden Town Hall and Parish Church.	Saffron Walden have their annual meeting a few days before the formal Mayormaking so they have already done the voting etc.
10th June 2019	West Suffolk College Celebration of Achievement 2019	Theatre Royal Bury St Edmunds	Interesting evening with many young (and not so young) being presented with prizes for their achievements during the year. The college choir sounded brilliant. Never been to the theatre before and was surprised at how small it is.
15th June 2019	Kedington Meadowlark – Walking Pageant judging	Kedington Great Meadow	Spent couple of hours here and (with others) judged the groups, ranging from young to old, and found very difficult to separate them. A well-attended event despite

In addition, Deputy Mayor Liz Smith and consort kindly attended the Mayor of Southwold Civic Service on 25th May, and the Mayor of Felixstowe Civic Service on 16th June, as I was unavailable.