

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday 22nd July 2019 at 7.00pm at the Haverhill Arts Centre,
Haverhill, CB9 8AR



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

Apologies: Councillor A Brown
Councillor D Roach

Absent: Councillor J Crooks

In Attendance: Colin Poole (Town Clerk)

3 members of the public were present.

Welcome:

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

MINUTES

- | | | |
|---------------------------|--|---------------|
| C19
/109 | <u>Apologies for Absence</u>
The above apologies were noted. | ACTION |
| C19
/110 | <u>Declaration of Interests and requests for dispensation</u>
No declarations or requests for dispensation were made. | |
| C19
/111 | <u>The minutes of the Full Council meeting held 18th June 2019</u>
It was proposed by Councillor B Davidson, seconded by Councillor E McManus that the minutes of the meeting held 18 th June 2019 be adopted as a true record.
RESOLVED | |

Haverhill Town Council adopted the General Power of Competence on May 14th 2019. All decisions are taken using that power unless otherwise stated.

C19 **Progress of actions arising from the minutes**

/112 None

C19 **Reports from the Police, borough and County Councillors and the**
/113 **PUBLIC FORUM**

- a) Ambulance Report – Mr James Norton gave a quarterly update on the response time performance of the Ambulance service. See appendix 1
- b) Police Report – See appendix 1
- c) County Councillors gave their report - see appendix 2
- d) District Councillors gave their report - see appendix 3
- e) Public Forum - see appendix 4

C19 **Mayor's Report**

/114 See Appendix 5.

C19 **ONE Haverhill Partnership**

/115

- a) The Clerk advised that there had been no meeting of the Board since the last Council meeting.
- b) The Masterplan Task Group was holding a Comms Workshop meeting on Monday 29th July to try and make more information public. Disappointment was expressed at the Future High Street Fund shortlist did not include the Haverhill Bid. The Clerk advised that the shortlist was only 50 towns; that was far less than expected and it was no surprise that Haverhill wouldn't feature on a 'worst 50' list of UK High Streets.
- c) The Shopfront Refurbishment project is commencing on 5th August
- d) The Volunteer Centre Task group has asked West Suffolk to agree a comms notice so that the plans around The People Bank can be publicised. Meetings have taken place with the Suffolk Foundation to look at funding opportunities.
- e) In answer to a query from Councillor J Mason, the Clerk advised that ONE Haverhill was not necessarily the mechanism for a Neighbourhood Plan, as that had to be owned by the Parish Council, but that is was usual for such planning to be led by a group formed from the community, not just Councillors. The Clerk could arrange for a briefing to be given to the Planning Committee by a relevant officer from West Suffolk.

CLERK

C19 **Adoption of Committee Reports**

/116

a) Planning Committee

It was proposed by Councillor P Hanlon, seconded by Councillor D Smith that the minutes of the meetings held 20th May and 2nd July 2019 be adopted.

RESOLVED

b) Leisure and Community Committee

It was noted that the creation of a reference group on the Christmas events was missing from the draft minutes. The Clerk thanked members for their eagle-eyes and would amend these ahead of the next leisure and Community Committee meeting and bring these back to the following Full Council.

NOTED

It was proposed by Councillor M Marks, seconded by Councillor L Smith, that a user group be set up to develop a skate park and parkour area.

RESOLVED

c) Finance Committee

It was proposed by Councillor B Davidson, seconded by Councillor E McManus, that the minutes of the meeting held 15th July 2019 be adopted.

RESOLVED

It was proposed by Councillor D Smith, seconded by Councillor L Smith, that Councillor B Davidson and Councillor P Fox be appointed cheque signatories.

CLERK

CLERK

RFO

RESOLVED

d) Committee Membership

It was agreed that The following Councillors be appointed to the Finance Committee:

Councillor L Miller-Jones

Councillor L Smith

And that Councillor B Davidson be appointed to the Planning Committee

And that Councillor M Marks be appointed to the Appeals Committee.

RESOLVED

C19 **Financial Matters**

/117 **a) Authorisation of payments**

It was proposed by Councillor E McManus, seconded by P Hanlon, that the listed payments totalling £113,571.82 be authorised.

RESOLVED

C19 **Urgent Correspondence**

/118 None

C19 **Financial policies**

/119 a) It was proposed by Councillor B Davidson, seconded by Councillor P Hanlon that the Annual investment Strategy be adopted.

RESOLVED

b) It was proposed by Councillor L Smith, seconded by Councillor E McManus, that the revisions to the Reserves Policy be adopted.

RESOLVED

C19 **Date of Next Meeting**

/120 TUESDAY 24th September 2019 at 7:00pm

C19 **Closure**

/121 The Mayor declared the meeting closed at 20:53pm.

Signed

Date.....

Chairman

Appendix 1

Reports from Emergency Services

C19/113a) Ambulance Report:

Mr James Norton gave a presentation on ambulance attendance times. The EEAST estates team have met with the fire service to consider co-location, however, with the additional dual-staffed ambulances the fire station is not suitable. Our crews have agreed new rotas for when the move happens. Haverhill is the first in south Cambs to agree. The rapid response vehicles will not be withdrawn until estate facilities are in place.

Is there a paramedic on every DSA? Not necessarily, as it depends what incidents the ambulance is going to respond to. An emergency medical technician has the majority of the skills of a paramedic and those are the skills needed for heart attacks etc, as opposed to incidents needing drugs to be dispensed. The C1 90%ile for East of England is response times under 15 minutes, whereas for Haverhill the figure is 20 minutes. We want the same response times as the rest of the region. The less urban areas have slower response times because of the geography.

It was clarified that as a deployment point (spoke) as opposed to a hub, Haverhill is where staff sign on and stay in Haverhill until called to an incident.

There are no DSA's being tethered in Haverhill. Vehicles go to the calls wherever they are.

Graphs – Cllr Stinchcombe suggested a trend line was more helpful, as it showed that average performance was improving towards the regional average, but 90%ile is getting worse and worse compared to regional figures. Vehicles are being deployed differently to tackle the issue of slower response times.

Staff rotas are calculated around the peak times of demand, which are based on actual statistics and not public perception of when most calls happen – it is not drunks on a Friday night.

Ambulances are sent to the incident closest to them. Councillor L Miller-Jones highlighted that Haverhill was further away from a hospital than 96% of UK's population. So we already face a longer journey to hospital and also ambulances have further to go to get to us. Does the control centre take into account when prioritising attendances, the time it will take to get a patient to hospital?

James Norton: No, as the service won't know at the point of despatch where the patient will end up, as they go to the hospital best able to treat them, which is not necessarily the closest.

Cllr P Hanlon asked whether RRV should be retained given the distances? No, the DSA system will work better than sending a paramedic in a car that cannot take a patient to hospital. A DSA can treat and transport at the same time.

Response times are timed from the point of the receipt of a call. The service's performance is measured against response time not clinical outcome.

Cllr D Smith: Will there be less DSAs than there are total RRV/DSAs? Not decreasing staff, but the deployment depends on the rota based on demand. So there are more vehicles than currently, at the times they are most needed and less when demand is lowest.

The Mayor thanked Mr Norton for updating the Council on ambulance matters.

C19/113b) Police Report:

The Mayor read out an update report from Sgt Gilbert regarding recent assaults associated with drug dealing and County Lines.

There have been additional officers on patrol.

Cllr P Hanlon expressed concern about these attacks, although they were 'dealer on dealer', if someone intervened it could be very dangerous for them.

Councillors discussed what response the town council should take to the increase in violence around drug dealing. Cllr J Mason raised that in April 2019 the Council resolved to have a town meeting about policing concerns. Give the current situation, is it time for that meeting to be held?

County lines is a catch-all name for various city dealers sending youngsters out selling drugs in the provinces. As at the last briefing there were no fully-fledged gangs in Haverhill but there were groups on the cusp, whilst in Ipswich there are gangs. The county lines dealers use violence to usurp local drug

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dealers. The Clerk suggested that a briefing for Councillors by a specially trained officer could be arranged, so they could decide what steps are appropriate.

Councillors discussed a public briefing being given, along with the distribution of an advisory leaflet to every home on what to look out for, how to report concerns. The aim was to make Haverhill unattractive to dealers. A press release and social media messaging could accompany this. Councillor J Burns agreed to distribute for Councillors use only, a link to the videos he took of the Suffolk Safety Partnership briefing on County Lines that he and the Clerk attended

It was proposed by Councillor J Mason, seconded by Councillor M Marks that the Clerk do a quick feasibility study, checking on costs for print and distribution, obtain Police advice on the proposal and research whether such a leaflet already exists.

RESOLVED.

Appendix 2

County Councillors' reports

C19/113c)

Councillors P & Q Fox:

Broadband: Quillon has been dealing with a local broadband issue that has now had a successful outcome (well it will be when the work is done).

It would seem that an area around Domino's wasn't hooked up to the fibre Broadband when built a few years ago. The residents, and previous councillors, had tried to get the problem corrected. I raised this in a Scrutiny meeting with the Leader of the Council and the deputy Chief Executive. After the meeting we had a chat, and then email conversations, before I was advised this week that Openreach had admitted there was a problem, not just in Haverhill but also across Suffolk, and they would fix it. I have been informed by Better broadband that it should be fixed by the end of the year and will be FFTP which is great news for those residents. (written by Quillon)

High Street: The County have completed a lot of work in the High Street to make the pavements safer for everyone. The majority of people that I have talked to have been pleased with the result of the work. The flower stands complete the streetscene, with many thanks to Haverhill in Bloom they look really good.

There are still requests by disabled residents to sort out proper disabled bays outside WH Smith and Nine Jars with enough space around the car to get a disabled person in and out of the car, especially for those with wheelchairs. This has been a topic for me since becoming a representative of the Town Council on the Haverhill Disability Forum in 2015.

The last couple of weeks I have had a considerable amount of phone calls regarding the High Street and cars. I have also had partially sighted people that have complained not only about the cars but about the fact that they do not like the shared space. It is difficult to tell pavement from road and this is hindered more than ever by the cars parking anywhere they please. There is also an issue around A-boards along the High Street too. I have been informed by the Chair of the Haverhill Disability Forum that this was an issue a few years ago and vendors were written to and things got better. If it gets any worse, then the Forum will do the same again.

Clements: Various complaints, pot holes, pavements, bus stops. The bus stops are an issue to users of the doctor's surgery and those that have to get off the bus in the middle of the road. The matter is with highways. Had a response back regarding one bus stop which I am not entirely happy with, but then there is not a lot I can do about the slow wheel of highways. People have got to know me over the last few years so I am often their first call when a problem arises, which is quite nice.

Sturmer Arches: Highways Records have looked into this for and have assured me that Suffolk County Council are not responsible for the Arches. 'It appears SCC does not maintain it, it's either Highways England or West Suffolk Council responsibility.' (email quote from Highways Records).

Greenfields Way: The doctor's surgery, the bus stop, new pavement, slope to surgery entrance is all being discussed at the moment. I informed the Town Council a couple of years ago that I wanted to see this work carried out, I was hoping before the end of my term. We are now moving another pigeon step forward to getting it seriously looked at. The issue that we have at the moment is ownership of land. The Haverhill Town Council adopted the General Power of Competence on May 14th 2019. All decisions are taken using that power unless otherwise stated.

county owns a small strip at the top but there are enquiries being made as to who owns the slope and who owns the car park, someone has informed us that it is not the surgery that owns the car park. This idea of work came about through lack of disability access, not just for wheelchairs, but scooters and walking frames, I myself have fallen on the slope and I have helped an elderly lady up when she fell on the slope.

Haverhill Dementia Action Alliance (HDAA): We have had various issues in forming the Alliance for one reason or another but we are there now, fully up and running. In September after the school holidays we are intending to take part in various Fairs. I may be approaching various Councillors in the next few months about helping to fund a trip for carers and their loved ones, on a trip to the theatre.

Haverhill Disability Forum: Attended the recent meeting, the High Street and the disabled issues surrounding the High Street were talked about. Signage in and around the High Street/Camps Road/Swan Lane were also talked about as being in the wrong place or too many etc.

The VAS machine was requested for Camps Road – have passed that onto Councillor Burns

Connected Together: A brief description – Free tablet equipment is being made available in the Haverhill area, as part of a trial to improve the lives of over 65s who require care and support and are faced with loneliness.

I have mentioned this scheme because they are actively seeking volunteers (someone signed me up last week, in turn I have signed my daughter up). So, if you know anyone that might be interested or you know of an elderly person that might benefit then please get in touch with Michala Carney from Suffolk County Council on 01284 758262.

Home Education: At the last scrutiny meeting Home Education was talked about, as everyone knows this is something I am passionate about. My views are of a somewhat romantic, perfect family affair, but for many this is not the same. However, it was brought to our attention the happening of off-rolling. Off-rolling, to save time now here is a link <https://www.gov.uk/government/publications/off-rolling-exploring-the-issue>

There is going to be a Task and Finish Group on Elective Home Education to explore the topic in more detail. I was asked to be Chair of the group but I have no desire to be Chair, I can say more being .

Young Carers: Just information collecting really, does anyone know of any Young Carer Groups in Haverhill? We (WS) are looking to identify any local groups.

Realising Ambitions: Do you know any local groups that could benefit from a small grant, or maybe something a bit larger up to £50,000. Realising Ambitions have opened their grant window. Please use the link to find out more information. Just be aware the closing date of the 5th August 2019
<https://www.suffolkcf.org.uk/grants/218239/>

County Council Meeting and Voting Record: As you know to defend myself after the last meeting I put the links to the SCC You tube meeting and a link to the voting record for information.

The last Full Council meeting we had, was last week, 18th July 2019, here are the links

<https://www.youtube.com/watch?v=7nYpXmDhBdw>

<https://www.suffolk.gov.uk/council-and-democracy/the-council-and-its-committees/county-council/record-of-votes-at-meetings-taken-at-suffolk-county-council/record-of-votes-in-2019/>

I will add this to the end of every newsletter for reference, if there has been a meeting.

Appendix 3

District Councillors' reports

C19/113d)

Councillor J Burns gave the following report:

NW Haverhill: No further update

Great Wilsey Park: Planning applications still being discussed. Meeting was had recently with planners about the construction compounds but awaiting news on when these applications will come before committee.

Manor Road School Site: I have been advised that work is due to start in September.

Castle Hill School Site: No further update since planning permission was granted last month.

Chapelwent Road Site: Work is now starting on this site with protection for flora and fauna in place.

Atterton & Ellis (Ironworks): No further news. Work progresses on the adjacent site owned by the same owner.

Sturmer Arches: Still no news on this.

Woodlands Hotel: We believe the site has now been sold but awaiting confirmation from WSC that this is the case. Plans for a hotel/restaurant facility and care home are being discussed by Braintree DC.

Police Matters: The July report has not yet been issued by the force.

I attended the Police & Crime Panel (where we interrogate the Police & Crime Commissioner) in Lowestoft on Friday where we discussed counterterrorism, cybercrime, and particularly response to emergency (999) and non-emergency (101) calls. I gave some examples for Haverhill and have since had conversations with the police about some delayed responses and reason why they did not respond quickly. I also criticised using response time averages for large swathes of the county rather than having more local figures.

The May 2019 crime statistics were recently distributed.

I have also recently written to the Community Speed Watch coordinator about how we go about setting up such a scheme in Haverhill and await a response.

I am awaiting a response for a request to the police's "ShopWatch" coordinator about encouraging other businesses to sign up to deter shoplifting and ASB.

Some recent events have highlighted that we are not immune from knife crime. Residents are strongly encouraged to report any suspicious activities via the appropriate methods; 999, 101, online via police website or CrimeStoppers.

SCC Highways: Work has now completed on the High Street and, until we get CPE (hopefully November), road users will continue to abuse it. They managed to install some new bollards (despite efforts of some to knock them out of their inserts) and Haverhill In Bloom have placed new planters between some of them. I have met with market officers and traders with a view to formally identifying where stalls can go on a Saturday without having to remove too many bollards temporarily whilst at same time moving planters around to maximise the pavement area coverage to stop parking there during rest of the week. Still no physical response from SCC Highways as to when they will reinstate the bus stop markings at High Street end of Duddery Hill and the white linings that they promised in February had "been ordered".

Greater Cambridge Partnership: An event will take place in September (date to be decided) at the Arts Centre as part of the A1307 consultation such as Dean Road Crossroads, Bartlow Crossroads roundabout, etc. I am working with the GCP to facilitate this.

4th Unit at Haverhill Retail Park: An application has gone in for change of use to a 24-hour gym removing the retail only restriction with very limited employment opportunities.

The Zone (Simmo's): I (and with help from Ashley/Dylan of HAC) have been working quite a lot there installing some 400m of new network cabling in preparation for installation of new till systems. Have now re-patched the network systems having identified where each socket is and installed new sockets in reception/café areas. A new broadband and phone system was installed Thursday and linked to the network. New server and till hardware will be ordered shortly. I am currently working on new laptops for the centre which will be linked to the HTC server. I also spent some time programming the till system based around existing menu items in preparation.

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HaveYou? Website: I recently facilitated the migration of the Youth Action Group website proposals to an alternative platform in order that it could be progressed more easily including advising on domain registration etc.

Corn Exchange: I met with the Conservation Officer last week following concerns I have about the effect of vegetation growth on the building. Whilst there we were told that the original planned sale had fallen through and there was now a prospect for the building based around a similar scheme proposed about 10 years ago for restaurant facilities. In meantime some of the growth has started to be removed.

Car Parking Working Party: I have recently been appointed to this by WSC and will attend my first meeting tomorrow (23rd). Needless to say, I will be fighting for the right solution for Haverhill as I did before in 2015. Any thoughts or ideas for this are more than welcome.

PimJam Music Event: I will be officially opening this charity event in aid of SARS on Friday 26th at 7pm which also goes onto the next day starting at noon. Please consider supporting this event put on by local musicians and talented technical people including some from HAC.

Councillor M Marks

Councillor Marks now sits on the Health Scrutiny Suffolk meeting. Big changes in how Homecare is going to be delivered. There will be a 6-week reablement programme to try and ensure patients are as well as possible before discharge.

Councillor P Hanlon

Since being elected onto the new We out what Committees and substitutes we would like to be on, I chose Licensing and Regulatory Committee with being a sub on the performance and Audit Scrutiny Committee.

9th May I attended Welcome to our District Office in Bury (the reason I put Bury is because we attend the Mildenhall Office for meetings as well), one of the Officers took us around the lovely open plan office and showed our committee rooms and the main council chamber.

16th May I attended ICT Induction, to learn how to get through the minefield of the Council intranet.

22nd May I attended my first Full Council AGM and chose John Griffiths as the leader of the Council, Brian Harvey as Chair and Margaret Marks as his deputy.

10th June I attended licensing training and Licensing Masterclass, The Licensing and Regulatory Committee comprises of up to 15 Members and is politically balanced in so far as is reasonably practicable. The area of responsibility for this Committee includes all other matters of a regulatory nature, other than those covered by the Development Control Committee or which are required by statute to be licensed. It is also responsible for hearing certain appeals.

12th June I attended a meeting with a West Suffolk Planning Officer about the Great Wilsey North West Haverhill Development at the Arts Centre.

17th June I attended training about GDPR (Data Protection) and Information Governance at Bury and how officers can help us.

26th June I attended a Local Government Finance Conference in Bury, Told us all about the finance of West Suffolk Council and how hard it is getting to make ends meet with the government restraints.

1st July I attended my first Licensing and Regulatory Committee in Mildenhall, we chose a Chair and Vice-Chair.

8th July I attended a briefing about the new Western Way Development in Bury.

10th July I attended Planning Training in Mildenhall, about enforcement and all things to do with Planning.

17th July I attended training on Safeguarding and Equality and Diversity. Really good information on how we should treat others no matter what or who they are.

**Appendix 4
Public Forum**

C19/113e)

A resident commented in regard to the discussion on County Lines that he is a governor of a local school and had a briefing on County Lines in September 2018, but is unaware of anything being given out to the public. He agreed that some information needed to be put out for the public.

**Appendix 5
C19/114 Mayors Report**

Date	Event	Location	Comments
22 nd June 2019	Opening of clock tower to public.	St. Mary's Church, Haverhill	Great day with lots of people climbing the tower via the newly installed rope guide. Followed by a circle of people around the church.
24 th June 2019	Raising of Armed Forces Flag	Market Square, Haverhill	With Cllrs Brown and Luccarini.
29 th June 2019	Armed Forces Day	Market Square, Haverhill	New route for the parade from Arts Centre along High Street/Queen Street/Pightle made for a great crowd response. Followed by flag raising by D-Day veterans & others. Great to chat to the veterans and tour the many stalls & military vehicles. A very hot day but well attended.
7 th July 2019	Haverhill Show	Recreation Ground, Haverhill	Toured the show and later on presented raffle prizes.
13 th July 2019	Haverhill Singers Summertime Concert	Haverhill Arts Centre	An interesting hour of varied music from a talented number of local people. Well worthwhile going to their next event in December.
14 th July 2019	Historic Vehicle Rally	Town Hall Car Parks, Haverhill	Spent all day volunteering as steward before being invited for open top bus tour around Haverhill and then presented all the prizes to worthy winners.
15 th July 2019	Graduation Ceremony	Stepping Stones Pre-School, Haverhill	16 young people in their gowns and mortar boards received leaving certificates prior to going onwards and upwards to their next school.
21 st July 2019	Mayor of Stowmarket Civic Service	Salvation Army Hall, Stowmarket	