

# Haverhill Town Council

## Minutes of a Meeting of Haverhill Town Council's

### FULL COUNCIL

Held on Monday 27<sup>th</sup> January 2020 at 7.00pm 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 Firman  
Councillor A Luccarini (from C20/012)  
Councillor E McManus  
Councillor M Marks (from C20/012)  
Councillor J Mason  
Councillor L Miller-Jones  
Councillor D Roach  
Councillor D Smith  
Councillor A Stinchcombe

**Apologies:** Councillor J Crooks  
Councillor P Fox  
Councillor P Hanlon

**Absent:** None

**In Attendance:** Colin Poole (Town Clerk)

8 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. Before the meeting commenced, the mayor led the Council in a moment of quiet reflection to mark the 75<sup>th</sup> anniversary of the liberation of Auschwitz and the discovery of the horrors that had been perpetrated within.

### MINUTES

**C20  
/007**

#### **Apologies for Absence**

The above apologies were noted.

**C20  
/008**

#### **Declaration of Interests and requests for dispensation**

Councillor J Mason declared a non-pecuniary interest in items C20/018b as Chair of the Haverhill Show and C20/019 as the leader of the Haverhill Tidy Group. He is an employee of the Samuel Ward Academy.  
Councillor D Smith declared a non-pecuniary interest in item C20/016b as he is a member of the union campaigning against franchising of Crown Post Offices.

**C20  
/009**

#### **The minutes of the Full Council meeting held 16<sup>th</sup> December 2019 and 7<sup>th</sup> January 2020**

**ACTION**

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

It was proposed by Councillor D Roach, seconded by Councillor L Miller-Jones that the minutes of the meeting held 16<sup>th</sup> December 2019 and 7<sup>th</sup> January 2020 be adopted as true records.

**RESOLVED**

**C20** **Progress of actions arising from the minutes**

**/010**

C19/143 Haverhill Area Forum – The Mayor reminded Councillors to please attend this Forum meeting to discuss aspirations for a health hub in Haverhill. 5<sup>th</sup> February at Castle Manor School.

C19/156b Road Markings – Councillor D Roach advised that there had been a recent upturn in activity following him accompanying a senior Highways Officer around town, but there remains some work outstanding.

**C20** **ONE Haverhill Partnership**

**/011**

a) The Clerk advised that the Masterplan Task Group discussed the impact of CPE and the need for physical changes to the public realm to prevent illegal parking. The removal of the brick pavers and reinstatement of the highway with kerbs would be hugely expensive. If CPE and the associated enforcement personnel failed to overcome the determination of drivers to park on the pavement, then additional bollards, flower planters and other street furniture may be necessary. However, a cluttered environment caused its own problems.

b) Suzanne Stevenson and Jo Burnett from West Suffolk LifeLink answered questions on the growth of this service, which was a ONE-Haverhill project but now covers all of West Suffolk.

*Councillors A Luccarini and M Marks arrived 19:32*

**C20** **Reports from the Police, borough and County Councillors and the PUBLIC FORUM**

**/012**

- a) Police Report – See appendix 1
- b) County Councillors gave their report - see appendix 2
- c) District Councillors gave their report - see appendix 3
- d) Public Forum - see appendix 4

**C20** **Mayor's Report**

**/013**

- a) The Mayor gave a report on his engagements in December and January. See Appendix 5.
- b) It was proposed by Councillor D Roach, seconded by Councillor B Davidson that £2,500 be vired from 102 4300 Mayoral Allowance to 103 1777 Mayor's Charity, as the Mayor wished to donate rather than claim his allowance.

**RESOLVED**

**C20** **Adoption of Committee Reports**

**/014**

a) **Planning Committee**

It was proposed by Councillor D Smith, seconded by Councillor D Roach that the minutes of the meeting held 7<sup>th</sup> January 2020 adopted.

**RESOLVED**

b) **Leisure and Community Committee**

It was proposed by Councillor M Marks, seconded by Councillor L Smith, that the minutes of the meeting held 14<sup>th</sup> January 2020 be adopted.

**RESOLVED**

c) **Finance Committee**

As the minutes of the meeting held 21<sup>st</sup> January 2020 had not been circulated, the approval was deferred to the next meeting.

**C20  
/015**

**Establishment of a Standing Committee on Carbon Reduction**

The Clerk advised that the importance and scope of the work of reducing the carbon footprint of the Council would be best served with a dedicated committee able to give time to proper oversight of the changes necessary. In his opinion simply adding the occasional item to individual committees or the Full Council agenda would not be realistic. The Council considered the draft Terms of Reference for a committee to lead on reducing the carbon footprint of the Council and improving sustainability. It agreed that the committee itself should recommend a name by which it is known, but that a working title of Energy and Sustainability Committee would be used in the meantime. It was proposed by Councillor A Brown, seconded by Councillor A Luccarini that the Terms of Reference, as amended, be adopted.

**RESOLVED**

The amended Terms of Reference are appended to the minutes.

The following Councillors were appointed to the committee:

Councillor A Luccarini

Councillor L Miller-Jones

Councillor L Smith

Councillor A Stinchcombe

The Mayor will be an ex-officio member

*Post-meeting note: Councillor A Brown agreed to join the committee*

**C20  
/016**

**Consultation responses**

a) Access to Polling Stations: It was proposed by Councillor D Roach, seconded by Councillor L Smith, that the following recommendations be made to the Elections Manager at West Suffolk District Council:

- i. W-HH-E2 New Croft: Signposting needs to be improved
- ii. W-HH-E1 Chalkstone Community Centre: The allocation of voters to this polling station needs to be reviewed as residents neighbouring this polling station are sent to another.
- iii. W-HH-N2 Haverhill Skate Park Portacabin: The location is useful, but suggest that the New Cangle School would be equally appropriate for W-HH-N2 as well as the existing use for W-HH-N1.
- iv. W-HH-W2 Parkway: Access to the front of the building (Unity Trust), not the college theatre as too dark.
- v. W-HH-W1 Sainsburys: Possibly some residents could be assigned to W-HH-W2 as not too far for them to travel, but the meeting noted that unlike the Sainsbury's car park, the B&Q car park is owned by Cambridge County Council and therefore siting a suitably ramped portacabin there may be less challenging.

**RESOLVED**

b) Crown Post Office: Councillor D Smith advised that Post office Counters Ltd was wholly owned by the UK government. It was proposed by Councillor A Brown, seconded by Councillor A Luccarini that the Council should support no change as the post office is a lifeline to people whose banks have closed in town.

**RESOLVED**

It was further noted that the response to the consultation on access should ask for hidden disabilities to be taken into account and ensure good signage and staff training.

It was further agreed that a letter should be sent to Rt Hon Matt Hancock MP, highlighting our concerns.

c) Police and Crime Commissioner Precept: The meeting expressed concern that the Suffolk allocation from the much-vaunted additional police officers announced by the Prime Minister is well below the 'fair share' Suffolk should get

**CLERK**

based on population, and that Suffolk is significantly under-funded compared to Norfolk, for example. In addition, it was noted there was no plan for more visible policing and community engagement.

**C20** **Suspension of Standing Order 3x**

**/017** It was proposed by Councillor D Roach, seconded by Councillor L Smith, that Standing Order 3x be suspended, to allow the meeting to continue beyond 2 hours duration.

**RESOLVED**

**C20** **Financial Matters**

**/018** **a) Authorisation of payments**

It was proposed by Councillor D Roach, seconded by Councillor J Mason, that the listed payments totalling £119,530.79 be authorised.

**RESOLVED**

**b) Haverhill Show Grant Application**

It was proposed by Councillor A Brown, seconded by Councillor D Roach that the Council grant £2000 towards the running costs of the Haverhill Show.

**RESOLVED**

**C20** **Haverhill Spring Clean**

**/019** It was proposed by Councillor J Mason, seconded by Councillor L Miller-Jones that Haverhill Town Council supports a community spring-clean on March 20<sup>th</sup>, with an event at 16:30pm to promote environmental action and civic pride.

**RESOLVED**

The clerk will arrange for banner signage to be available.

**CLERK**

**C20** **Budget 2020/21**

**/020** The Responsible Financial Officer provided a budget briefing based on the report considered by the finance committee on 21<sup>st</sup> January 2020, setting out budget proposals for the 2020/21 financial year:

**Budget figures 2020/21**

Expenditure	£1,419,937
Net Income	£ 347,144
From Reserves	<u>£ 48,600</u>
Balance	£1,024,193
<b>Precept</b>	<b>£1,023,550</b>
Band D	£135.91
Increase	5%
General Reserves	£249,000

a) It was proposed by Councillor L Smith, seconded by Councillor M Marks, that the 2020/21 budget be approved.

**RESOLVED**

b) It was proposed by Councillor B Davidson, seconded by Councillor M Marks that the precept be set at £1,023,550 representing a 5% increase on 2019/20, making Band D council tax £135.91.

**RESOLVED**

c) It was proposed by Councillor D Roach, seconded by Councillor A Stinchcombe that the Chairman and Clerk be authorised to serve the precept demand upon the District Council

**RESOLVED**

**C20**      **Date of Next Meeting**

**/021**      It was proposed by Councillor B Davidson, seconded by Councillor E McManus, that the meeting be moved to MONDAY 24<sup>th</sup> February 2020 at 7:00pm, the original dater of 25<sup>th</sup> February now being a District Council meeting.

**C20**      **Closure**

**/022**      The Mayor declared the meeting closed at 21:42pm.



Signed .....  
**Chairman**

Date.....