

# Haverhill Town Council

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



HAVERHILL  
TOWN COUNCIL

### FULL COUNCIL

Held on Monday 29<sup>th</sup> November 2021 at 7.00pm at Haverhill Arts Centre,  
High Street, Haverhill

**Present:** Mayor Councillor L Smith  
Deputy Mayor Councillor E McManus  
Councillor A Brown                      Councillor A Luccarini  
Councillor J Burns                      Councillor D Roach  
Councillor B Davidson                Councillor D Smith  
Councillor P Firman  
Councillor P Hanlon

**Apologies:** Councillor J Crooks  
Councillor P Fox  
Councillor J Mason  
Councillor M Marks  
Councillor L Miller-Jones  
Councillor A Stinchcombe

**In Attendance:** Colin Poole (Town Clerk)  
Alisha Jenkins (Office Administrator)  
John Mayhew (Director, Heart of Haverhill)  
Daniel Pilley (Director, Heart of Haverhill)  
Julie Clarke (Town Centre Manager)  
Alison Day (The Salvation Army)  
Russell Day (The Salvation Army)  
Debbie Charles (The Salvation Army)

No other members of the public were present. The meeting was livestreamed on YouTube.

### Welcome:

Mayor L Smith welcomed everyone to the meeting.

### MINUTES

**C21**    **Apologies for Absence**  
/160    Noted above.

**C21**    **Declaration of Interests and requests for dispensation**  
/161    None.

**ACTION**

**C21** **The minutes of the Town Council meeting held 26<sup>th</sup> October 2021**

**/162** It was proposed by Councillor P Hanlon, seconded by Councillor E McManus that the minutes of the meeting held 26<sup>th</sup> October 2021 be adopted as a true record.

**RESOLVED**

**C21** **Haverhill BID update**

**/163** Mr John Mayhew and Mr Dan Pilley advised that the Heart of Haverhill is the brand name for the Haverhill BID task group under One Haverhill Partnership. Since the start of their activity there has been a noticeable increase in the business engagement in the town. The group has added capacity and have worked closely with the Town Council, demonstrating the value a BID adds for town centre businesses.

Key achievements of the group:

- Raised just under £50,000 to enable the employment a Town Centre Manager, who's main responsibility is to speak to and for the town centre businesses.
- 24 businesses in Haverhill took part in a 'bike trail' of decorated bikes as part of the promotional activity for the Women's Tour race. £200 was raised for local charities.
- Worked with the Town Council on a grant bid to promote greater footfall in the town centre. This included proposing funding an advertising partnership with Star Radio and the siting of digital message boards at gateways into town. The presence of Star Radio at the Christmas Lights Switch-on in Haverhill helped the event go really well, and the event was prominently promoted on the digital displays. The event was unusually well-attended with over 1,000 people at the event.
- Has over 800 followers on social media
- The Loyal Free app has 87 Haverhill businesses being promoted, with close to 600 people signed up to the app to get the offers.

Mrs Julie Clarke, Town Centre Manager, added that she has been working closely with the Town Council supporting the community and businesses alike.

- Including working with *Get Suffolk Reading* to help arrange a storytelling trail event around the town centre.
- Arranging advertising on Star Radio for the Late-Night Shopping Event and Haverhill Arts Centre's Christmas Panto.
- Programming the variable messaging boards on the main roads entering Haverhill, which have been used to advertise events, markets and things going on in the Centre of Haverhill. (the hire agreement finishes in December)

The Business plan for the Haverhill BID is currently in a draft state, with the final draft expected to be finalised in January 2022. The vote for the Haverhill BID is expected to take place in February/ March 2022.

A Heart of Haverhill Business Improvement District fact sheet was provided and circulated after the meeting. The Mayor thanked the Heart of Haverhill representatives for their report.

**C21** **Salvation Army Community Hub**

**/164**

Alison and Russell Day and Debbie Charles gave a presentation to members which introduced how The Salvation Army started including how the church has developed over the years, expanding services into Haverhill. It was noted that William and Catherine Booth visited Haverhill in 1910 and spoke in this Town Hall (Arts Centre).

Alison and Russell Day have been the minsters at Chantry Road since summer 2020. During this time both have been working to:

- Look at additional ways to help the community
- Signpost people to services

Alison Day and Russell Day have been looking at ways in how to benefit the community with the idea to open a Haverhill Community Hub. They are aware that this resonates with proposals by the District Council. A large chunk of funding has already been secured, but not enough to start up and maintain the project. A Community Hub could be a space shared by multiple voluntary organisations to be in one place, to offer a listening ear, support and be able to signpost to other services available to help.

The Salvation Army do have access to 1-to-1 support for drug and alcohol rehabilitation, which can be accessed by those that are willing to accept the help.

It was suggested that the Salvation Army attend a ONE Haverhill Board meeting to gain further information of all the services and strands that the partnership are working on to see whether there is anything they could do to help support the work being done/ identify possible gaps in services.

The Mayor thanked the Salvation Army representatives for their presentation.

**C21** **To note progress of actions arising from the minutes not covered by this Agenda**

**/165**

**C21/092 Festival of Suffolk 2022:** No further update. Add to the Leisure and Community Working Party Agenda.

**C21/140 Notice Board Display:** The Clerk advised that the Community Warden has been working on creating legs for the final noticeboard. The existing noticeboards have been painted and the boards are being updated regularly.

**C21/150 Consultation responses:** Councillor Burns had requested Members respond direct to the Suffolk Police and Crime Commissioner's survey. The Clerk had not received any submissions.

**C21/151 Civil Event List:** Councillor L Smith circulated a list of forthcoming mayoral events for December, including:

- 1<sup>st</sup> December – Nick Keeble's leaving event
- 3<sup>rd</sup> December – Late Night Shopping Event
- 5<sup>th</sup> December – Toy Service at the Methodist Church at 10:30am
- 8<sup>th</sup> December – Civic Carol Service at 7pm
- 10<sup>th</sup> December – Thetford Civic Carol Service at 7pm
- 13<sup>th</sup> December – HMP Highpoint licensing of new Anglian Chaplain at 2pm
- 17<sup>th</sup> December – Mayor of Felixstowe Civic Carol Service at 6:30pm

- 20<sup>th</sup> December – Freedom of the Town presentation at 7pm

**C21/152 ONE Haverhill Business Plan Survey:** The Clerk has circulated the link for members to submit comments. The Clerk encouraged Councillors to submit comments.

**C21 /166 Reports from District/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM**

- a) Ambulance – see appendix 1
- b) Police – see appendix 2
- c) County Councillors – see appendix 3
- d) District Councillors – see appendix 4
- e) Members of the public – None present.

**C21 /167 Consultations**

- a) Lorry Routes:

The Clerk reported that Haverhill Town council have the opportunity to take part in a community review for the lorry network route map.

Councillors agreed that there is not enough provision of parking in Suffolk for lorry drivers. Whilst important, this is outside the scope of the consultation

It was reported that the roundabout at the bottom of Bumpstead Road is currently part of a lorry route in Haverhill, but the turning is too tight for the lorries to get round. The Clerk will report this.

The Clerk asked members to forward on any other routes that may be an issue in Haverhill.

**C21 /168 Meeting with West Suffolk CCG and GP Federation 9<sup>th</sup> November 2021**

The Clerk advised that the circulated notes of the meeting were draft and awaiting confirmation from WSCCG they accurately reflected what they had said.

It was proposed by Councillor D Roach and seconded by Councillor P Hanlon to write letters to the NHS services in Haverhill to thank them for their hard work throughout the pandemic. The Clerk to circulate the letters to members before being sent out.

**RESOLVED**

Councillor D Smith observed that the meeting provided an overview of what the CCG was doing but wasn't an opportunity to resolve any concerns. Councillor P Hanlon asked for the CCG to be invited to a future Full Council meeting once they have morphed into Integrated Care Services to get a clearer picture of what that means for health matters in Haverhill.

**C21 /169 Layby, Haverhill Bypass**

It was proposed by Councillor A Brown and seconded by Councillor J Burns to write to Suffolk County Council asking for the layby closed during the night for chiller units and for the stolen time plates to be replaced.

**RESOLVED**

The Clerk

The Clerk

**C21 Haverhill Show**

/170

The Meeting received a written report from the Chair of Haverhill Show. It was proposed by Councillor A Brown and seconded by Councillor D Smith for the Town Council to send a thank you letter to the Haverhill Show Committee.

**C21 Mayor's Report:**

/171

Mayor's report – see appendix 5

**C21 ONE Haverhill Partnership**

/172

a) Business planning update:

The Clerk reported that an update will be given at the next Board meeting on the 9<sup>th</sup> of December.

Kate Vaughton will be attending the Board meeting to give a further update on the proposed Health Hub for Haverhill.

b) To appoint a representative to the Heart of Haverhill (Haverhill BID) Working group:

No representative was put forward.

**C21 Adoption of Committee Reports**

/173

a) Energy & Sustainability Working Party:

It was proposed by Councillor A Brown, seconded by Councillor J Burns that the minutes of the meetings held 1<sup>st</sup> November 2021.

**RESOLVED**

b) Planning Working Party:

It was proposed by Councillor P Hanlon, seconded by Councillor D Smith that the minutes of the meetings held 1<sup>st</sup> November 2021.

**RESOLVED**

c) Leisure and Community Working Party:

It was proposed by Councillor J Burns, seconded by Councillor D Smith that the minutes of the meetings held 9<sup>th</sup> November 2021.

**RESOLVED**

i. Grant applications:

It was proposed by Councillor J Burns and seconded by Councillor D Smith to accept the Leisure and Community Working Party responses to the below grant applications.

**RESOLVED**

Family History Group	Contribution towards 2 exhibitions in 2022	£660	£660 Councillor M Marks Councillor L Smith <b>RESOLVED</b>
Haverhill Arts Group	Contribution towards the running costs of 4 art demonstrations	£600	£600 Councillor D Smith Councillor A Luccarini <b>RESOLVED</b>
Haverhill U3A	National U3A Day 2022 40 <sup>th</sup> Anniversary celebration	£300	£300 Councillor A Brown

REACH                      Provide panto              £775  
Haverhill                      tickets to  
   families in need

Councillor L  
Smith  
**RESOLVED**  
£775  
Councillor J  
Burns  
Councillor M  
Marks  
**RESOLVED**

**C21      Financial Matters**

/174      a) Authorisation of payments: It was proposed by Councillor P Hanlon, seconded by Councillor J Burns, that the listed payments totalling £150,410.65 be authorised.  
**RESOLVED**

**C21      Actions taken under delegated powers**

/175      None.

**C21      To receive urgent correspondence**

/176      None.

**C21      Date of next Meeting:**

/177      The meeting noted that the next meeting will be held on 20<sup>th</sup> December 2021 at 7:15pm at Leiston Community Centre, to follow a reception at 6:30pm for presenting the Freedom of the Town to Mrs & Mrs Thompson, and Mrs Maureen Byrne.

**C21      Closure**

/178      The Chairman declared the meeting closed at 8:32pm.

Signed .....

Date.....

**Chairman**

**Appendix 1 – Ambulance**

**Appendix 2 – Police**

**Appendix 3 – County Councillors' reports**

**Appendix 4 – District Councillors' reports**

**Appendix 5 - Mayor's Report**

## **APPENDIX 1 – Ambulance**

The Clerk had contacted James Norman, General Manager Service Delivery South Cambridgeshire, East of England Ambulance Service NHS Trust, for an update on ambulance statistics. These were not yet available, but Mr Norman advised that the Ambulance Trust is currently under a lot of pressure. The existing Haverhill ambulance station site is expected to remain until another suitable site surfaces in the town.

## **APPENDIX 2 – Police**

It was proposed by Councillor T Brown and seconded by Councillor D Roach to provide £1100 funding to the police to be used on tech to tackle the spate of thefts from cars in Haverhill.

### **RESOLVED**

Councillor J Burns expressed support for this action but noted a lot of thefts have been from vans in recent weeks.

## **APPENDIX 3 – County Councillors' reports**

### **Councillor D Roach:**

Is now sitting on the Adoption Panel.

Suffolk COVID Response are disbanding the community testing teams and will no longer hand out lateral flow devices at events and in town centres. They are also ending supervised testing, which means that the eight temporary agency members of the community testing team have been offered alternative work within the NHS vaccination programme.

Suffolk will continue to supply lateral flow kits through Suffolk Libraries, foodbanks and winter night shelters. They will also supply lateral flow kits through our Community Engagement Team. The Government's universal offer of lateral flow devices through pharmacy collection and home delivery remains in place and we will continue to promote and amplify the Government's messages around asymptomatic testing.

## **APPENDIX 4 - District Councillors' reports**

### **Councillor D Roach:**

Work continues on the Local Plan; They are now looking at site selection. Policies are expected to go out for consultation in March 2022.

### **Councillor D Smith:**

Has been approached by residents regarding the lack of services for people living with severe disabilities in Haverhill.

### **Councillor J Mason:**

West Suffolk Overview & Scrutiny: Interesting presentation by Cllr Sara Mildmay-White, the newly appointed cabinet member for Housing & Health. The Haverhill Hub continues to be mentioned and spoken about with commitment to the concept of there being a project - though of course this is not dependant on West Suffolk. Clearly this 'Hub' project is somewhat off and other members might be able to shed more light on this, but I welcome West Suffolk Council

appointing a member to represent our concerns and oversee developments. I look forward to seeing the Health presentation at One Haverhill on the 9th December.

Suffolk County Council Scrutiny Committee - We reviewed the impact of Nationally Strategic Infrastructure Projects (NCIPS) and the impact these have on council resources. Examples include Wind farms, solar farms, Sizewell C etc. Suffolk have 10% of the Nation's NCIPS and as you can imagine this takes up a huge amount of officer time and resources. The meeting was a report from officers on this with a view to the council developing a strategy for ensuring capacity to complete projects isn't compromised.

Some Haverhill Specific - Suffolk County Council News.

- Share your thoughts on prioritising future County Council Services as part of planning the 2022/23 budget
- Planning permission granted for new recycling centre in Haverhill ( I suspect that for many of you this will be old news)

Case Work

Ongoing and numerous resident issues involving both West Suffolk & Suffolk County Council. Ranging from seemingly endless roadworks, Road Safety/Flooding/paths/potholes/grass cutting issues as well as working on funding opportunities for local groups/good causes.

Highways are particularly stretched and are prioritising issues on case by case. This does not put residents' minds at rest. I would encourage all residents and members to continue to report using the portal and to contact myself or Cllr Heike Sowa directly if it is an urgent issue that needs resolving

Initiated some Highways projects depending on Costs related to patching of the road on Downs Crescent and a particularly uneven stretch of path on Howe Road. Also exploring the installation of measure to prevent vehicle mounting the curb and very close to the front doors of some properties on Chapelwent Road. Progress on these dependant on cost, viability and the support of officers.

I have set up a meeting with the Disability Forum and Lizzi Cocker in January to discuss possible locations for dropped curbs to improve access into town e.g.. from the Clements Surgery area. I will be reviewing other areas too. Any suggestions of locations would be welcomed.

I am concerned that Memories are Golden have not yet secured a new home. I have offered my support, such that it is, and I am in discussions with West Suffolk to see what support can be given. It would be a great shame if the services they provide were to stop.

**Councillor J Burns reported:**

**NW Haverhill:** Work continues.

**Great Wilsey Park:** The 3 show homes at Chalkstone Way are progressing with the roof structures now in place. The drainage work connecting from the site to the main sewer system progresses. Work has started on constructing the roundabout at Chalkstone Way as well as linking the other roundabout on the A143. I am investigating the confusion over the temporary 30mph limit on the A143 which should only be in the vicinity of the site but appears to have managed to extend it past Little Wrattling.



**Manor Road School Site:** The £33K s106 monies for the railway walk has now been paid to WSC and we are awaiting news as to what they are planning so we can consider whether it is what we want. I have chased up Barley Homes about a road sign for Signal Way.

**Castle Hill Site:** Work continues apace.

**Chapelwent Road Site:** Awaiting confirmation regarding the s106 funding for the railway walk near to Howe Road.

**Police Matters:** October crime stats were sent out yesterday (28<sup>th</sup> November). There has been no new edition of "Constables County".

Attended the Police Accountability meeting on 19<sup>th</sup> November. I raised problem of a 999 call taking 4 minutes to be answered by the control room and have since had a response from the police explaining how the call had been made at a busy time but was no excuse. From the meeting it appears there is a high turnover of control room staff in what can only be described as a stressful occupation such that there are currently 15 vacancies. Most of those will be filled by next month as a new batch of candidates are currently being trained.

**Covid-19 SCC Highways / High Street Closures:** The WSC survey (<https://www.smartsurvey.co.uk/s/Haverhilltowncentre>) over what people think of the road closures is still now underway (please make sure you complete) and understand there have been around 450 responses to date which not very good considering the HTC and FB similar polls attracted a lot more. We are seeing quite a few "road rage" incidents particularly iwo the Bull PH. SCC Highways have "lost" the road signs I specifically told them to store safely last year so they have had to order new versions. That is why the signs have not been changed in conflict with what the TRO states.

**Parking:** WSC enforcement, to my mind, still ineffective and major problems when the town centre reopens at 4pm with parking on pavements and illegal parking. We are awaiting more detailed analysis of what they have been doing on specific roads.

**Markets:** The West Suffolk review is ongoing with the market surveys now closed. I, with officers, took public soundings across several of the markets but was very disappointing that only a few Haverhill town centre businesses bothered to respond despite over 80 surveys being distributed. We have been analysing the results and due to meet earlier today (29<sup>th</sup>) as a group. There will be several other meetings and analysis over the next few months with an expected report around May 2022.

The market itself have been quite poor over the last 2-3 weeks probably as the weather gets colder and wetter which is a shame as Xmas approaches. Some stall holders are either no longer attending or only on an infrequent basis. This is something already discussed at the market review group meetings.

**Sturmer Arches:** We finally may be getting somewhere on this following a recent briefing from WSC. They are now actively considering the ownership, the maintenance and are setting up a dialogue with Highways England. They hope to update us with further details by year end, but they are conscious of the problems caused by cold weather.

**Strasbourg Square:** Still awaiting plans by WSC over its renovation of the planting areas.

**Market Square:** Still nothing has been done and I was told that they did not plan to fix the major dips across the Square. I said this was not acceptable and awaiting their response.

**Remembrance:** This went ahead as planned and was live broadcast. A good crowd turned out and Covid safety was well respected. It was a long day for the team and me at the cemetery, but we were generally pleased. There were some minor hiccups in timings, and these will be discussed at a post-event review meeting taking place earlier today (29<sup>th</sup>).

**Other work:** Replaced battery on the "On The Spot" van caused by lack of use – the old battery was condemned subsequently after comprehensive testing by a local garage. Helped a little with setup of Xmas light switch-on 18<sup>th</sup> November and will be helping this coming Friday setting up the High Street for

the Family Xmas event. Continue to support Clerk and others working from home and in office with IT and other issues. Usual ton of emails and questions answered as well as many online and occasional physical meetings. Will be facilitating broadcast of TC council meeting tonight (29<sup>th</sup>) as well as next one from the Leiston Centre on 20<sup>th</sup> December. Been working with others on the new Local Plan process.

## **APPENDIX 5 – Mayor’s Report**

Mayor’s Report November 2021

The end of October saw me having a couple of photo opportunities. One was to launch the Poppy Appeal with members of the RBLI, Sue from The Craft Basket and Dave from Ellis Interiors who jointly put together the wonderful display at St Mary’s, facing the High Street. The many crocheted poppies against the Tommy figurine. Such talented people in our community. I then had a photo taken with Debbie from Snobby Eddy’s Craft Centre to celebrate the artwork that children had put together to display on the planters in the High Street and in Jubilee way.

The next event was the launch of the newly-branded Suffolk Building Society, previously the Ipswich Building Society. We collected a few goodies and plenty of cake! The weekend saw the Remembrance Sunday event where the community came together again to honour those who lost their lives in conflict. The readings were moving, as was the last post and 2-minute silence. Many members of the public turned out and I took the salute along with the Rt Hon Matt Hancock MP and Deputy Lord Lieutenant George Vestry. Many councillors were also present, and wreaths were laid on behalf of SCC and WSC by Cllr Mason and Cllr Brown respectively.

A few days later saw the great switch on of the Christmas lights on the 18th. I was pleasantly surprised by the turnout and the children who had prepared their lanterns joined the procession with myself and Haver the Dane. The tree looks wonderful, and I have already received many compliments about it. A wonderful experience to get us in the mood for Christmas.

On Friday last I joined the Police on their ‘street meet’ which ended up as a stall inside Tesco’s as the weather was a bit iffy. There were lots of enquiries and it was just lovely to meet and speak to residents for a couple of hours.

Friday evening saw Dave and myself attend the Haverhill Town Twinning Association Dinner and Dance. Dave was the star feature in the evening’s band, Rinaldi Express. A lovely Christmas dinner was provided; the first one I have had this year.

Yesterday I attended St Mary’s Church for a celebration of Rev Max Drinkwater’s first year as the Vicar which served as a formal welcome to him due to the lack of any celebration previously due to Covid. This was followed by a reverent and peaceful Advent Carol service.

Mayor Liz Smith