

# Haverhill Town Council

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

### FULL COUNCIL

Held on Monday 28<sup>th</sup> March 2022 at 7.00pm at Haverhill Arts Centre, High Street, Haverhill



**HAVERHILL**  
TOWN COUNCIL

**Present:** Deputy Mayor Councillor E McManus  
Councillor J Burns Councillor J Mason  
Councillor B Davidson Councillor M Marks  
Councillor P Firman Councillor D Roach  
Councillor P Hanlon Councillor D Smith  
Councillor A Stinchcombe

**Apologies:** Mayor Councillor L Smith  
Councillor A Brown  
Councillor P Fox  
Councillor A Luccarini  
Councillor L Miller-Jones

**In Attendance:** Colin Poole (Town Clerk)  
Alisha Jenkins (Office Administrator)  
Dylan Mills (Tech Manager)

2 members of the public were present. The meeting was livestreamed on YouTube.

### Welcome:

Deputy Mayor E McManus welcomed everyone to the meeting.

### MINUTES

**C22 /016** Apologies for Absence  
The above apologies were noted.

**C22 /017** Declaration of Interests and requests for dispensation  
None.

**C22 /018** Grant Application  
Mr Jim Morgan attended the meeting on behalf of the Haverhill & District Operatic Society (Centre Stage is the performing name within the Arts Centre) to answer questions in respect of their grant application to support their move to new accommodation. He provided the background to how HADOS started and its relationship with the Arts Centre. The pandemic had a serious financial impact on their finances, with two years' of income lost, whilst outgoings such as rental and insurance have continued to be incurred. They have been given notice to move from their current accommodation. Mr

### ACTION

Morgan advised the meeting that they had also found moths in their costume stock, which could result in the writing off of their costume stock. In answer to a question, Mr Morgan advised HADOS has 10,000 costumes, so dry cleaning or fumigation could cost £100,000+. Councillor Hanlon reminded Mr Morgan that district councillors have locality budgets and Councillor Mason suggested Mr Morgan seek a meeting with the West Suffolk Locality Officer to explore external funding opportunities.

HADOS have found alternative accommodation but there is a cost involved in moving.

Mr Morgan thanked Councillor Burns for the support he gives in giving space to Centre Stage. He expressed a need for more space for rehearsals for Centre Stage and the Haverhill Silver Band.

Councillors expressed their support for HADOS and thanked Mr Morgan for the work he had done for Haverhill.

It was proposed by Councillor M Marks and seconded by Councillor D Smith to approve £3,100 grant to the Haverhill & District Operatic Society.

**RESOLVED**

**C22 /019 The minutes of the Town Council meetings 25<sup>th</sup> January 2022**

Councillor Mason highlighted that the previous minutes do not reflect his request that minutes of the ONE Haverhill Board be distributed to Councillors. A. Jenkins to amend the previous minutes to include that the ONE Haverhill meeting minutes are to be included in the papers circulated for the Full Council meeting.

It was proposed by Councillor P Hanlon, seconded by Councillor J Burns that the minutes of the meeting held 25<sup>th</sup> January 2022 be adopted as a true record once the amendment has been made.

**RESOLVED**

**C22 /020 To note progress of actions arising from the minutes not covered by this Agenda**

C22/006: Community Governance Review – Councillor Burns confirmed he had passed on his concerns raised on page 225.

**C22 /021 Reports from District/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM**

- a) Police – see appendix 1
- c) County Councillors – see appendix 2
- d) District Councillors – see appendix 3
- e) Members of the public – see appendix 4

**C22 /022 Consultation on the West Suffolk Taxi Policy:**

Following a discussion and series of votes, the outcome was that the council responds as follows:

AJ

CLERK

- a) Haverhill Town Council has no objection to the removal of requirements that all newly registered and replacement HCVs should be WAVs.
- b) Haverhill Town Council supports the merger of the two zones into a single zone and a 15-year age limit for vehicles.
- c) Haverhill Town Council is concerned that HCV charges have not been allowed to rise to reflect the additional fuel costs at this time, resulting in a reported significant drop in the availability of taxis. This policy may have a disproportionate impact on disabled people, particularly those relying on WAVs as they tend to be heavier and less fuel-efficient vehicles anyway.
- d) Councillors voted to formally express concern that the local taxi drivers had not been sufficiently engaged in the consultation process.
- e) Haverhill Town Council disagrees with the proposal to remove HCV licence plate transfer rights.

**RESOLVED**

**C22** Mayor's Report:

**/023**

- a) Mayor's report – see appendix 5

- b) Nominations for the Suffolk Torch Relay:

It was proposed by Councillor J Burns and seconded by Councillor B Davidson to nominate Joan Key for the Suffolk Torch relay. She has been a stalwart for the town in the work she has done over many years.

**RESOLVED**

It was proposed by Councillor M Marks and seconded by Councillor J Burns to nominate Eileen Towns for the Suffolk Torch relay. She was born in the same month as the Queen and was nominated by her great-great-granddaughter.

**RESOLVED**

**C22** ONE Haverhill Partnership

**/024**

- a) The Clerk reported that the last ONE Haverhill Board meeting was mostly an individual update rather than task group update except for the Crime and ASB Task Group. It was expected that once the Business Plan was launched it would give the task groups stands on which to continue working together.

A face-to-face Future Systems workshop that will be held at Unity Schools Partnership on Thursday the 7<sup>th</sup> of April at 9am – 12pm, several councillors have been selected to attend on behalf of the council, public and ONE Haverhill.

A marketing project is being launched by Sam Ward Academy called 'What I like most about Haverhill' which hopes to engage with the public to help collate some positive branding for the town, the Clerk does have some flyers for members to help distribute.

- b) The Clerk advised that since businesses in the town centre voted not to have a Business Improvement District in Haverhill, the Town Centre

Manager has now stepped down and the Heart of Haverhill Task Group will be wound up. Any funds that may potentially be left over from the Heart of Haverhill Task Group will be reallocated to the ONE Haverhill general funds and potentially earmarked for the development of the Business Plan. The LoyalFree app contract is due to end at the end of April as there is nobody to maintain that.

Councillor J Mason asked what scope there was for the Town Council to do any of this work in the future, once the council is up to full strength. The Clerk advised that what the council was doing in the High Street before the BID was mooted will continue, but the potential £200,000 benefit that the BID would have brought is not something we can replicate and of course businesses voted against having it. This means any jointly-planned events will not be able to go ahead.

## **C22 Adoption of Committee Reports**

**/025**

### **a) Planning Working Party:**

It was proposed by Councillor P Hanlon, seconded by Councillor D Smith that the minutes of the meetings held 24<sup>th</sup> January, 15<sup>th</sup> February, 1<sup>st</sup> and 21<sup>st</sup> March 2022 be adopted.

#### **RESOLVED**

- i. It was proposed by Councillor M Marks and seconded by Councillor J Mason that Councillor E McManus fill the vacancy on the Planning Working Party.

#### **RESOLVED**

### **b) Energy and Sustainability Working Party:**

Councillor J Mason expressed concern at the expenditure for a baseline survey of the carbon footprint of the town of Haverhill. Councillor J Burns advised that this was in fact a decision of the Full Council, not the Working Party. The Clerk advised the meeting that Standing Orders do not permit a council to reverse a decision within 6 months of it being made, and in any case the contract has been awarded in line with the instruction of the Council.

It was proposed by Councillor J Burns, seconded by Councillor A Stinchcombe that the minutes of the meeting held 8<sup>th</sup> February 2022 be adopted.

#### **RESOLVED – 3 abstained**

In answer to a question, the Clerk advised that Terms of Reference for all committees were reviewed at the Annual Meeting of the Council each May. The Clerk further advised that the Full Council adopted a sustainability policy on supporting the town towards becoming carbon-neutral.

### **c) Leisure and Community Working Party:**

It was proposed by Councillor J Burns, seconded by Councillor D Smith that the minutes of the meeting held 8<sup>th</sup> March 2022 be adopted.

#### **RESOLVED**

- i. Grant to Haverhill & District Local History Group £1,533.20

ii. Grant to Haverhill Silver Band £200

iii. Match funding HaveYou? £1,650

It was proposed by Councillor M Marks and seconded by Councillor J Burns to approve the above grants.

**RESOLVED**

d) Personnel Working Party:

The minutes of the meeting held 22<sup>nd</sup> March 2022 will be deferred to the next meeting.

**RESOLVED**

i. It was proposed by Councillor J Burns and seconded by Councillor A Stinchcombe to adopt the home working Policy.

**RESOLVED**

**C22** **Financial Matters**

**/026**

a) Authorisation of payments: It was proposed by Councillor D Roach, seconded by Councillor J Burns, that the listed payments totalling £141,955.12 be authorised.

**RESOLVED**

**C22** **Room and hall hire charges 2022/23**

**/027**

The Clerk advised private hire would be category 2. Groups were expected to pay for the entirety of the period of time they need the space for the period from when they arrive to when they leave, but some changeover time would always be built in. If community groups find the published prices too expensive, they can apply for a grant or a reduction in the charging through the Leisure and Community Working Party.

It was proposed by Councillor J Burns and seconded by Councillor M Marks to adopt the Room and Hall Hire Charges for 2022/23.

**RESOLVED**

The Clerk advised that the process of reassessing long-term rent was in hand.

**C22** **Actions taken under delegated powers**

**/028**

None.

**C22** **To receive urgent correspondence**

**/029**

None.

**C22** **Dates of next Meeting:**

**/030**

The meeting noted that the next meeting will be held on 25<sup>th</sup> April 2022 at 7:00pm – Haverhill Arts Centre.

**C22** **Closure**

**/031**

The Chairman declared the meeting closed at 20:38pm.

Signed .....

**Chairman**

Date.....

- Appendix 1 – Police**
- Appendix 2 – County Councillors’ reports**
- Appendix 3 – District Councillors’ reports**
- Appendix 4 – Public Speaking**
- Appendix 5 – Mayor’s Report**

## **APPENDIX 1 – Police**

Councillor J Burns had circulated what information he had.

## **APPENDIX 2 – County Councillors’ reports**

### **Councillor J Mason written report circulated prior to the meeting:**

Due to COVID did not attend Scrutiny or West Suffolk Council. Full SCC this month mostly focussed on the preparations for receiving refugees and a single motion Condemning the War in Ukraine.

Further SCC info available relating to:

### **Afghan & Ukrainian Refugees**

Suffolk Public Sector Leaders have pledged their commitment to support Afghan Refugees as part of the Afghan relocations and assistance policy (ARAP) for families who supported and worked with the British Military and for the Afghan Citizen Resettlement Scheme (for those being evacuated).

Suffolk has already accommodated 4 households under the ARAP scheme (existing interpreter scheme) and has pledged to increase this offer. A meeting is being held on Tuesday 31st August to enable District and Borough Councils to collectively discuss the increased offer of accommodation for both the ARAP scheme and the Afghan Citizen Resettlement Scheme. Following this conversation, statutory partners will collectively have a better understanding of the emerging picture regarding the number of properties likely to be available; conversations with support agencies and other partners will then take place.

Full information about the Afghan Citizen Resettlement Scheme is not yet available, however SCC are working closely with the East of England Strategic Migration Partnership to ensure SCC receive information as soon as it becomes available.

It is not yet clear how many families will be accommodated in Suffolk. Information about the needs of those families (e.g. education, health, disability, cultural requirements etc.) will help determine whether the properties available and their location will meet those needs.

Suffolk County Council commissions Suffolk Refugee Support to deliver support services to refugees and works closely with other voluntary and community sector organisations who provide housing support to refugees in our county. SCC are in discussions with Suffolk Refugee Support to expand their offer to support additional families arriving in Suffolk. They are ready and able to up-scale when the need arises.

Any unaccompanied asylum seeker children that arrive in Suffolk will automatically fall under the care of the Looked After Children’s team in the County Council’s Children and Young People services. They are fully aware of the possible increased need. In instances where families include school-age children, our education team is ready to find appropriate school places.

You may have been contacted by members of the public who are keen to offer donations to Afghan households. Because the numbers of people coming to Suffolk is very small at the moment, SCC officers have advised that there is no requirement for items to be donated at this stage. However, SCC is aware that this situation might change. Therefore, SCC have created a specific webpage on the SCC website which will allow us to communicate this message and direct people who wish to donate. Please direct any of your residents to this page in the first instance: <https://www.suffolk.gov.uk/howyoucanhelp>

### **Energy/Cost of Living Crisis**

Warm Homes Suffolk is a joint project involving all councils across Suffolk, which offers funding and free advice to those who may be struggling to heat their homes, or are worried about doing so.

SCC would very much welcome your support in helping to share news of this project.

1. <https://www.suffolk.gov.uk/community-and-safety/communities/healthier/warm-homes-healthy-people/>
2. <https://www.suffolk.gov.uk/coronavirus-covid-19/suffolk-advice-and-support-service/>

The lead for the project is Matthew Ling, Environment Strategy Manager at Suffolk County Council.

### **Libraries**

County Council's current contract with Suffolk Libraries is due to end in July 2024 with a new contract set to come into effect from August 2024. The council is looking to gather a wide range of views from its diverse set of stakeholders to inform and shape the library offer of the future ahead of a formal consultation later this year. Engagement with Suffolk Libraries staff begins this week and will run through to July this year. Public engagement will then follow, giving people the opportunity to have their say via a range of methods including face to face, online, telephone, social media and email.

For other SCC updates /queries please do email me and I will get back to you

Particular Ongoing Casework in particular relating to Highways.

Dovehouse Road LED lighting not yet changed will be updated as and when the equipment for the narrow paths is in the area. Will continue to monitor.

- Residents on the Clement's estate have voiced concerns regarding LED lighting not casting onto stairwells making it dangerous to navigate steps at night.
- Bus Stop on Greenfields Way is still progress and is planned to go ahead. I have still not received a start date for this.
- Howe Road 25m resurfacing of path necessary – Waiting on costs for this, before actioning
- Downs Crescent Patching repairs requested. – Waiting on costs for this, before actioning
- Awaiting Accessibility Audit to determine priority areas for dropped curbs.

Councillor P Hanlon advised he had responded to Councillor Mason's report.

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

### **Councillor J Burns reported:**

**NW Haverhill:** Work continues. Condition discharge requests have been submitted which members recommended to read as officers normally approve these without recourse to members.

**Great Wilsey Park:** Work starts on completing the Chalkstone Way roundabout/new footpath today and scheduled to run until early July. The A143 roundabout was fully opened last Friday however further work is scheduled over next few weeks which may involve traffic lights coming back for a short period. The 1<sup>st</sup> occupations of the Parklands (A143) end have started and many of the WW2 casualty names have been used for the road names.

The plans for the new lights at the end of Chalkstone Way are now back with the developers following a request from SCC to make the exit from Chalkstone Way 2-lane.

**Manor Road ex-School Site (Westmill Place):** WSC have received costings for the railway walk upgrade, and because of the amount, are having to formally tender. The good news is that it looks like the entire section from Manor Road to the Leisure Centre will be resurfaced.

**Castle Hill Site:** Work continues apace with sales ongoing.

**Chapelwint Road Site:** Like the Manor Road site, I have been advised that the monies from the developer have been paid across to WSC and they now have a costing to resurface the railway walk from Howe Road eastwards to near the railway bridge where the existing solid surface exists.

**Police Matters:** January crime stats were distributed on 21<sup>st</sup> March. The next edition of "Constables County" is not due out until the end of this month.

I attended (virtually) the Police Accountability Panel on 18<sup>th</sup> March. Not much to report from there other than what was in the agenda papers.

I also attended (in Ipswich) last Friday the Police & Crime Panel where we had a good Q&A session with the PCC over Roads Safety and Public Perception with a number of action points agreed.

**SCC Highways / High Street Closures:** SCC are supposed to have replaced the signs that were removed and lost at start of the Covid-19 closures but all they have managed to do is remove a few labels. The signs showing right of way at the Bull PH have still not been replaced. Once again, I have advised them of this. Beggars belief how long this is taking – if they had allowed us to retain the signs they would have been put back up on day one of the reopening.

**Greater Cambridge Partnership:** No further news other than the work they are doing at Hildersham Crossroads to create a crossing point and a permanent 40mph zone.

**Parking:** Once again WSC enforcement still poor with our streets receiving about 50% less hour's attendance than Newmarket. We are asking for more detailed data. Seems there are disputes between WSC and SCC as to what can be enforced or not.

**Markets:** The West Suffolk review is still ongoing, and we are about to come up with recommendations for presentation to the O&S committee in May 2022. The monthly WSC Makers Markets return this coming weekend with the plan they occupy spaces between existing stall holders in the High Street overspilling onto the Market Square as needed.

**Sturmer Arches:** WSC tell me they are in discussions with Highways England but no actual news.

**Vixen PH (Millfields Way):** No further updates other than WSC property cannot seem to understand what the planning approval means as regards right of way and work needed to the car park. I had to explain the legal needs of SCC and others.

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



**Market Square:** Still nothing has been done about the large dips in the paved area and the resulting large deep puddles when it rains. The area where the Xmas tree was has never been cleaned and I have asked WSC to do that themselves.

**Queen's Jubilee/AFD & Remembrance 2022:** Plans for the Jubilee celebrations are well underway as is the Armed Forces Day convoy in June. Remembrance will be similar to last year.

**Czech Airmen commemoration:** This was a very poignant event superbly organised by Charmian and Brian Thompson with a little help from others. The Slovak Deputy Ambassador made a moving speech obviously affected by the events in Ukraine next to their country and was very interesting to talk to at the reception afterwards. The video we made, with full subtitles, is available for viewing at <https://youtu.be/3r-9LX-XRhk>

**Other work:** Attended the Community Governance Review (CGR) group to understand what plans there are for Haverhill. Somewhat disappointed that an easy way out is being proposed taking no account of the actual growth of the town with several new housing occupations having been missed from the proposals and still a disparate number of electorate per Councillor. A public consultation exercise is due to start soon.

Continue to support Clerk and others working from home/office with IT and other issues including making sure all office systems are backed up daily plus PCI compliance for the credit card systems. Working on preparing Kiosk system for till system with menus/products etc as well as installing broadband hardware.

Usual ton of emails and questions answered as well as many online and occasional physical meetings. Facilitating broadcast of TC council meeting (tonight) at the Arts Centre. WSC Local Plan meetings continue.

Due to film the Easter panto for the production company and have recently filmed another recent show at the HAC for the performers.

#### **APPENDIX 4 – Public Speaking**

Mr Dennis Wendell – “Terrific Tuesdays” Dementia Support Group, Haverhill Men's Club:

Mr Wendell informed Members that take up of membership after covid has been slow for the community groups he organises as people are more cautious after covid. He advised that from Friday the Alzheimer Society will be providing provision for Suffolk instead of Sue Ryder.

Mr Wendell will be attempting to contact the Society.

The meetings at the Burton Centre could see an influx but these prospective members cannot use the stairs. The stair lift is working but there is nobody to operate it. He hopes the library lift will be repaired so that can be used.

#### **APPENDIX 5 – Mayor's Report**

Mayor's Report March 2022

It has been a quiet couple of months although on February 14th I attended a nice meal at a Turkish Restaurant in Sudbury for the Mayor's Charity Fundraiser dinner. A great evening was had by all, and I won a raffle prize. My next engagement wasn't until the 10th of March when I

had 2 events in the one day. In the morning I attended the memorial gathering for the Czech airmen who lost their lives in an accident in 1942 and are buried in Haverhill Cemetery. This was a very moving service attended by many Councillors, representatives from the Slovak embassy, the RAF, CWGC, Rev Max Drinkwater and Fr John Warrington and organized by the Family history group. It was an honour to speak a few words and lay a floral tribute on one of the graves. Others did the same for each of the airmen.

That same day I also attended the planting of a Platinum Jubilee tree at the Churchill Retirement homes in Camps Road. I met many of the residents and had a look around the show home. Many of the residents are from Haverhill previously, only a few had moved into their home from outside of the town. All seemed very happy to have the independence these flats afford them but with the security of knowing there is help at the push of a button and the luxury of community areas where organized activities take place. It was a shame I was not free to attend the vigil for Ukraine but am grateful to those that organized this for the community.

I have a few events coming up in the next month and hope to announce a Charity Dinner soon and get invites out to my Thanksgiving Service at St Felix on the 8<sup>th</sup> of May.

Mayor Liz Smith