

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Monday, 30 January 2023 at 7pm at Haverhill Arts Centre,
High Street, Haverhill



HAVERHILL
TOWN COUNCIL

Present: Mayor Councillor B Davidson
Councillor J Burns
Councillor A Luccarini
Councillor L Smith
Councillor A Brown
Councillor D Roach
Councillor P Hanlon
Councillor J Mason
Councillor A Stinchcombe
Councillor D Smith
Councillor P Firman

Apologies: Councillor M Marks
Councillor L Miller-Jones

In Attendance: Colin Poole, Town Clerk

No members of the public were in attendance.

Welcome:

The Chairman welcomed everyone to the meeting and advised that the meeting was being recorded.

MINUTES

		ACTION
C23 /001	<u>Apologies for Absence</u> The above apologies were noted.	
C23 /002	<u>Declarations of Interest and requests for Dispensation</u> None.	
C23 /003	<u>Minutes of the Meeting of the Town Council held Monday 19th December 2022</u> It was agreed to defer adoption so the Clerk can check the video recording and amend if necessary. DEFERRED	Clerk

<p>C23 /004</p>	<p><u>To note progress of actions arising from the minutes</u></p> <p>a) C22/145 Ambulance Response Times The Clerk confirmed that the face-to-face meeting with EEAST is this Thursday 2nd February. Councillors A Brown, A Stinchcombe and the Clerk will be attending at the Trust headquarters in Melbourn. Matt Hancock (MP) is attending via Teams. Other councillors can attend if they wish, either in person at Melbourn or by Microsoft Teams.</p> <p>b) C22/163 Gritting Issues The Clerk advised he has written to County Councillor Paul West again requesting a detailed list of which grit bins have been deleted from the Highways list of approved bins, but as yet has received no response. Since then, another grit bin has been reported and the response was that this was also no longer on the database. The matter has been put on the SALC Larger Councils Forum agenda for March. The Clerk advised he had tried contacting John the Turf, but had no response, Councillor A Brown advised he will follow up on this. Councillors J Mason and D Roach advised they had yet to raise this at County, but would do so.</p>	<p>Cllr Brown Cllrs Mason & Roach</p>
<p>C23 /005</p>	<p><u>Reports from District/County Councillors and the PUBLIC FORUM</u></p> <p>a) Police Report Councillors J Burns and P Hanlon confirmed that the first liaison meeting was held, and it was useful as a positioning meeting and was good to have that dialogue with the new Inspector. These meetings would be held quarterly going forward.</p> <p>The Community Engagement Officer (CEO) can brief the Council on any items of relevance at full council meetings. Councillor Burns stressed that the new Chief Inspector and PCC are keen for increased visibility and are happy for CEO's to attend Town/Parish Council meetings and to meet the public and talk with people. The Clerk is to invite our CEO to the next Full Council meeting.</p> <p>The increase in the PCC precept was explained by Councillor J Burns, who advised that by March, officer numbers were expected to rise to 1403 (250 more than the last 5-6 years), and in all likelihood could rise to 1428.</p> <p>b) County Councillors Cllr. J Mason: see report attached (<i>Appendix 1</i>) Cllr. D Roach: advised that Highways are inundated with potholes reports, as the recent icy weather has exacerbated this, and the team are dealing with them as quickly as possible, so people are encouraged to still report them.</p> <p>c) District Councillors Cllr. J Mason: see report attached (<i>Appendix 2</i>) Cllr. J. Burns: see report attached (<i>Appendix 3</i>)</p>	<p>Clerk</p>

	<p>Cllr. D Roach: reported that the timetable for the new Local Plan has been revised, with an expected 3–6-month delay, this is mainly due to the Government not yet finalising the new NPPF.</p> <p>Cllr. P Hanlon: reported that he is trying to secure a meeting with Abbeycroft Leisure regarding the lack of activities for Special Needs in the town during half term, when other towns have been provided with plenty of provision. He explained that he had been advised that other towns had contributed financially with donations. Abbeycroft haven't approached the Town Council for funding since 2020.</p> <p>Cllr. D Smith: advised that two weeks ago he attended a meeting of the <i>Muck Off Acorn</i> campaign group regarding the Anaerobic Digester, the group is keen to make sure people are aware but are not sure how many people in Haverhill know about the proposal. Councillor J Burns advised the group have an active social media campaign and leaflets had been distributed, so he was unsure what more they could do; Councillor P Firman confirmed he had personally delivered 5,000 leaflets.</p> <p>Councillor D Roach advised that no formal planning application had been submitted yet at County and until there is, there will be no official opinion from SCC. He did advise that he recently visited a similar site and did agree that it does smell.</p> <p>Councillor J Mason advised that James Cutting, Director of Planning at SCC had advised that a EIA screening opinion was requested in October 2022 and that Acorn had not yet submitted this.</p> <p>d) Public Forum No members of the public were present.</p>	
<p>C23 /006</p>	<p><u>Mayor's Report</u> (See Appendix 4)</p>	
<p>C23 /007</p>	<p><u>ONE Haverhill Partnership</u></p> <p>The Clerk advised that no Board or Ops meetings have been held since the last meeting. The Clerk advised he had applied to the UKSPF and had been awarded £1,000 towards resourcing a new business plan.</p> <p>It was confirmed by members that the Anti-Social Behaviour Task Group meets regularly and they are currently working on a Drug & Alcohol Support project. However, the Health Task Group has not met for a year, and the Education Task Group hasn't met since before the pandemic.</p> <p>The last quarterly meeting of the Board was in late November 2022, and the next one is due in March. The Clerk is to follow up with the Chair of ONE Haverhill. Councillor Burns offered to get the ONE Haverhill Partnership website up to date, and the Clerk is to advise the ONE Haverhill Chair of this offer. The next Ops group meeting is 23rd February.</p>	<p>Clerk</p>

<p>C23 /008</p>	<p><u>Adoption of Committee Reports</u></p> <p>a) Energy & Sustainability Working Party It was proposed by Councillor A Brown, seconded by Councillor A Stinchcombe that the minutes of the Energy & Sustainability Working Party meeting held on 12th December 2022, and the recommendations contained therein, be adopted. RESOLVED</p> <p>b) Planning Working Party It was proposed by Councillor L Smith, seconded by Councillor P Hanlon that the minutes of the Planning Working Party meeting held on 20th December 2022 and 17th January 2023, and the recommendations contained therein, be adopted. RESOLVED</p> <p>c) Leisure & Community Committee It was proposed by Councillor J Burns, seconded by Councillor D Smith that the minutes of the Leisure & Community Committee meeting held on 10th January 2023, and the recommendations contained therein, be adopted. RESOLVED</p>																																					
<p>C23 /009</p>	<p><u>Leiston Community Centre Rename</u> Councillors explored the alternatives and expressed many views on why each option should be considered, including Haverhill Community Centre, Clements Community Centre, Haverhill South Community Centre. It was proposed by Councillor D Smith, seconded by Councillor A Luccarini that the Leiston Community Centre be renamed to the Clements Community Centre. RESOLVED It was discussed that a new sign and lots of social media to promote the renaming be arranged, within the existing marketing budget.</p>	<p>Clerk</p>																																				
<p>C23 /010</p>	<p><u>Financial Matters</u></p> <p>a) To authorise the payment list</p> <table border="1" data-bbox="316 1518 1273 2007"> <thead> <tr> <th>Date</th> <th>Payment</th> <th>Value £</th> </tr> </thead> <tbody> <tr> <td>14.12.22</td> <td>BACS</td> <td>£32,051.81</td> </tr> <tr> <td></td> <td>DD</td> <td>£113.01</td> </tr> <tr> <td>19.12.22</td> <td>BACS</td> <td>£4,100.51</td> </tr> <tr> <td>21.12.22</td> <td>BACS</td> <td>£11,050.00</td> </tr> <tr> <td>04.01.23</td> <td>BACS</td> <td>£6,154.89</td> </tr> <tr> <td></td> <td>DD</td> <td>£3,145.06</td> </tr> <tr> <td>11.01.23</td> <td>BACS</td> <td>££9,823.71</td> </tr> <tr> <td></td> <td>DD</td> <td>£332.16</td> </tr> <tr> <td>17.02.23</td> <td>BACS</td> <td>£40,020.89</td> </tr> <tr> <td></td> <td>DD</td> <td>£192.65</td> </tr> <tr> <td></td> <td></td> <td>£106,984.69</td> </tr> </tbody> </table>	Date	Payment	Value £	14.12.22	BACS	£32,051.81		DD	£113.01	19.12.22	BACS	£4,100.51	21.12.22	BACS	£11,050.00	04.01.23	BACS	£6,154.89		DD	£3,145.06	11.01.23	BACS	££9,823.71		DD	£332.16	17.02.23	BACS	£40,020.89		DD	£192.65			£106,984.69	
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	<p>It was proposed by Councillor D Roach, seconded by Councillor J Burns, that the listed payments totalling £106,984.69 be authorised. RESOLVED</p> <p>b) Repairs to temporary extension at the Arts Centre The Clerk advised that the temporary extension at the rear of the Arts Centre is leaking badly and needs remedial work, or taking down. He presented two quotes, for repairs to the extension to make it weatherproof and create a closed cupboard to allow better storage, the significantly more financially favourable quote was for £8,200. This will allow it to remain being used whilst the proposals for a permanent extension are prepared and submitted to WSDC.</p> <p>The alternative is to take it down, but there would be costs associated with this too. Discussion took place around spending more money on what should be a temporary structure, the fact that architects have drawn up a more permanent extension to replace it, looking at better storage solutions including installing the benches which have been temporarily stored there, purchasing another metal unit at the Zone, making an internal cupboard in the left-hand side space behind the bar.</p> <p>It was proposed by Councillor D Roach, seconded by Councillor A Luccarini, that the item be deferred and the Operations Manager is to provide a plan and cross-section drawing for the new roof angle and an internal cupboard in the existing temporary space. RESOLVED</p>	Clerk								
<p>C23 /011</p>	<p><u>Budget & Precept 2023/24</u></p> <p>a) To approve the 2023/24 Budget The Clerk recapped the process by which the council had formed the budget for 2023/24, across full council and finance meetings since September, and worked to accommodate the cost pressures particularly around energy costs and staff costs. He had made amendments following last week's Finance meeting and presented the resulting budget:</p> <table style="margin-left: 40px;"> <tr> <td>Net Expenditure: £2,062,658</td> <td style="text-align: right;">.</td> </tr> <tr> <td>Net Income: £639,112</td> <td style="text-align: right;">.</td> </tr> <tr> <td>From Reserves: £64,500</td> <td style="text-align: right;">.</td> </tr> <tr> <td>Balance: £1,359,046</td> <td style="text-align: right;">.</td> </tr> </table> <p>It was proposed by Councillor A Luccarini, seconded by Councillor L Smith that the proposed budget for 2023/24, be adopted. RESOLVED</p> <p>b) Approve the Precept for 2023/24 It was proposed by Councillor J Burns, seconded by Councillor P Hanlon that the proposed Precept for 2023/24 of £1,364,232 be adopted. This represents an increase of 18%, or 51p/week on a Band D property,</p>	Net Expenditure: £2,062,658	.	Net Income: £639,112	.	From Reserves: £64,500	.	Balance: £1,359,046	.	
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	<p>meaning Band D would be £175.33 per year. Band B council tax, representing 48.6% of dwellings in Haverhill, would rise to £136.38.</p> <p>RESOLVED</p> <p>c) Authorise the Chairman and Clerk to serve the precept demand upon the District Council</p> <p>It was proposed by Councillor A Luccarini, seconded by Councillor J Burns that it be authorised that the Chairman and Clerk sign and serve the precept demand upon the District Council.</p> <p>RESOLVED</p> <p>Councillor Burns thanked the Clerk for the work he had done on setting a difficult budget.</p>	
C23 /012	<p><u>Policy Review</u></p> <p>a) Recruitment</p> <p>The Clerk advised that a funding application currently being submitted to an external funder required that the recruitment policy, along with the Data Protection Policy be reviewed.</p> <p>It was proposed by Councillor J Burns, seconded by Councillor D Smith that the Recruitment Policy remains satisfactory.</p> <p>RESOLVED</p> <p>b) Data Protection</p> <p>The following changes were agreed; that the Link in Appendix 1 be removed as this is now out of date and the £10 Public Access Request fee be removed, as updated guidance the ICO states there should be no charge. It was proposed by Councillor A Luccarini, seconded by Councillor J Burns that the Data Protection Policy, as amended, be adopted.</p> <p>RESOLVED</p>	
C23 /013	<p><u>To receive urgent correspondence</u></p> <p>None.</p>	
C23 /014	<p><u>Actions taken under delegated powers</u></p> <p>None.</p>	
C23 /015	<p><u>Date of next meeting</u></p> <p>Monday, 20th February 2023</p>	
C23 /016	<p><u>Closure</u></p> <p>The Chairman declared the meeting closed at 8:33pm</p>	

Signed

Chairman

Date

Appendices:

Appendix 1 County Councillor J Mason Report

Appendix 2 District Councillor J Mason Report

Appendix 3 District Councillor J Burns Report

Appendix 4 Mayors' Report

Appendix 1 County Councillor J Mason Report

No further news on the Waste Depot on Homefield Road. I will be seeking more information in the coming weeks from SCC Cllr Richard Smith.

I have been unable to expedite the fixing of potholes. The crews are working flat out. I will be asking for an explanation this week as to why the damage outside Suffolk Building Society has not been fixed. This is beyond the 10 day work order that was made for this job. Dropped curbs will now be installed on Duddery Hill Petrol Station, Orchard Close, Clayhive Drive using my locality funding. Projects that will improve accessibility and road safety for residents with mobility difficulty in the area. Project has cost £17235.63 and with a deadline date of 26th April 2023.

I will again be seeking information from highways regarding the bus stop outside the Clements Surgery. Last update was this was being held up by a legal dispute on the land. The delay to this project is most unsatisfactory as it was first initiated by previous Councillor Paula Fox.

S.E.N. - Nothing further to report this month – still ongoing concerns regarding provision and the challenge County has on meeting its statutory commitments.

Devolution - Cabinet backs consultation on devolution deal worth over half a billion pounds for Suffolk

<https://www.suffolk.gov.uk/council-and-democracy/council-news/cabinet-backs-consultation-on-devolution-deal-worth-over-half-a-billion-pounds-for-suffolk>

Appendix 2 District Councillor J Mason Report

Persimmon – NW Haverhill

It is worth noting the following statement from my last report, which read, “

- I continue to liaise with Persimmon and West Suffolk regarding infrastructure and timescales. It is anticipated that the relief road will be completed in March and I have asked for updates if this timeline starts to slip.

”

I made that statement on good faith with the information presented to me by Persimmon and West Suffolk at the time. I am awaiting an update the Relief Road from Persimmon, but I am most disappointed by the lack of progress made. I have conveyed this to Persimmon and West Suffolk planners. I also emailed West Suffolk Council Chief Executive Ian Gallin to highlight my frustration and to seek whether Persimmon could be in breach of the S106 if they fail to meet the March deadline. Regardless it is paramount that Councillors, the Town Council and residents are given better and more up-to-date information with sufficient notice about any changes to project timescales. The relief road is of high interest and the lack of clarity or certainty is most unhelpful.

- I met with WS planners, SCC and other stakeholders in the new year to further explore funding and delivery of the Community space, I have been lobbying for, as part of the new school that is being planned. There is a strong commitment by all

parties that this should go ahead, but it is unlikely according to SCC that the School will be built before 2026.

- I have again requested a further update on a date for the Public consultation for the Local Centre on the Persimmon site. Currently no date has been arranged. It is essential the Local Centre is a success providing facility not just to the Persimmon site but also the Arrendene and Boyton Hall Estates.

Liaised with Anglian Water on Christmas Eve, regarding the overflowing SUD on Burton End. Significant amounts of litter and detritus was blocking the overflow drainage point. As soon as this SUD starts to fill, this should be reported immediately to Anglian Water as flooding is likely to happen again if waste continues to be deposited here.

Appendix 3 District Councillor J Burns Report

- **NW Haverhill:** Work continues. Occupations are now up to at around 330 properties. News on the Relief Road will be formally announced by the developers soon.
- **Great Wilsey Park:** Work continues on phases 1, 2 and 8 with occupations progressing. Work on s278 side of things (external highways) progresses.
- **Atterton & Ellis site:** Still no further updates.
- **Police Matters:** The crime stats for November 2022 were distributed on the 2nd January – the December data is not yet available. There has been no new edition of 'Constables County'.
 - I attended the Accountability and Performance Panel meeting in Martlesham on 13th January. Very interesting discussions with the new Chief Constable leading the answers from the PCC.
 - As part of the Police & Crime panel I attended a meeting last Friday (27th) where a 2023-24 precept rise of 6% was approved 11 votes to 2 (around £15 per annum for band D properties). This consists of 4% increase just for the police to maintain the status quo on the budget due to pressures from wages and energy bills, and an extra 2% for 2 specialised digital-related projects for better communications with the public and for domestic abuse victims based on successful projects elsewhere. A number of recommendations were made also to ease pressure on the budgets by simple saving of police resources including some I mentioned at the meeting.
 - Attended with others the first of the resumed police liaison meetings where a number of issues were discussed.
- **SCC Highways:** Still no news on restoring the missing signs in the High Street following Covid closure - 15 months and still counting. I have again sent an email to them escalating to even higher bodies in the council.
- **Combined Authority:** No further useful updates.
- **Greater Cambridge Partnership:** Nothing relevant other than the work to extend the Linton Greenway near Hildersham. Why it was not all done at the same time as the lights were installed, I do not know.
- **Parking:** I continue to have email discussions with CPE, Cabinet members and senior officers. There seems to be some sort of progress in that I have finally received some sort of generally positive answer (instead of being protective all the time) but obviously there is a an ignorance of what the TRO's actually state based on what they are working to. The answer from the question posed at WSC full council was incorrect in so many ways I had to request corrected answers to all of theirs. It does not help that CPE

management do not speak to local members to understand the problems. The situation in the High Street and Queen Street post-1600 is worse now than before Covid hit.

Still no answer however from WSC regarding Strasbourg Square parking problems where we now have 2 x large trucks blocking the footpath and being used as a business of storing parcels for delivery companies. A meeting has been arranged to look at the parking problems at New Croft area by the various football activities. This is on a list I am compiling for the WSC CEO to take up because of the lack of response.

- **Environment:** WSC are chasing Havebury and SCC about the outcome of the walkabout on the Chalkstone estate and progress made to date. I understand that this is also the case with the Clements and other locations where there has been some cutting back of vegetation I have seen.
- **Markets:** I have spoken to WSC management about why nothing has been done about any follow up action from the market review recommendations. I will be having a formal meeting to understand what they are doing (or not) and what they are intending to do. But will be added to the WSC CEO response list.
- **Sturmer Arches:** Still no news from WSC. I have asked about this again as it has been 6 months since the last update. It's on my ever-growing WSC CEO list.
- **Vixen PH (Millfields Way):** No further updates. Nobody can seem to get hold of the owner. It is still up for sale but the price has reduced to £950K – the current owner bought it for £330K. There is some doubt the planning permission is still extant though despite the claim by the sales agent.
- **Strasbourg Square:** Still awaiting plans by WSC regarding the planting – now some 18 months since they were agreed. The sad incident earlier this month came as a shock to everybody and my thoughts rest with everybody affected.
- **Market Square:** WSC still not done anything to resolve the dips in the surface despite promises they would sort it out. On the WSC CEO awaiting response list.
- **Other work:**
 - Completed filming the “professional” panto pre-Xmas and the clear out just after the New Year. There are several quite manually intensive operations that could be eased using an investment in slow-speed pulley motors I will be discussing with HTC management.
 - Filmed the Centre Stage panto and helped with the clear out straight after.
 - Continue to facilitate broadcast of TC council meetings at the Arts Centre.
 - Continue to fix the occasional IT problems and supporting staff requests.
 - Continue to regularly approve HTC/HCT invoice payments.
 - Completed series of long WSC Grant Working party meetings (with Cllr Marks and others) allocating £0.5m+ of funds to various bodies. These are currently being announced to those involved with the formal approval via Cabinet and Council next month.
 - Attended a short WSC Local Plan meeting last week over which there will be an announcement on the implementation schedule soon.
 - Spent some time developing application for Duty Manager show report processing and zone/kiosk/coffee bar financial reporting.
 - Attended various HTC meetings including Leisure & Community, Finance, Planning, Civic & Community, etc. both physically and online.

Appendix 4 Mayors Report

	Date	Venue & Event	Attending
1	13/12/22	Monday Morning Coffee Group - Clements	Mayor & Consort
2	13/12/22	St Marys – Experience Christmas – New Cangle Y2	Mayor & Consort
3	13/12/22	St Marys – Carol Service – Unity Partnership	Mayor & Consort
4	14/12/22	HTTA Artifact Cabinet in Library	Mayor & Consort
5	15/12/22	Carol Service – Westfield Y3-6	Mayor & Consort
6	15/12/22	Chalksters Christmas Party	Mayor & Consort
7	16/12/22	Carol Service - Clements	Mayor & Consort
8	17/12/22	Cinderella – Arts Centre	Mayor & Consort
9	17/12/22	Get Suffolk Reading – St Mary's	Mayor & Consort
10	17/12/22	Amber's Cafe	Mayor & Consort
11	17/12/22	St Marys – St Nicholas Hospice – Light up a Life	Mayor & Consort
12	18/12/22	Haverhill Silver Band – Carols for All - OIC	Mayor & Consort
13	20/12/22	Terrific Tuesdays Christmas Party	Mayor & Consort
14	20/01/23	Sleeping Beauty – Arts Centre	Mayor & Consort
15	21/01/23	Peterborough Indian Community 50 th Ugandan Celebrations	Mayor & Consort