

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

FULL COUNCIL

Held on Tuesday 28th March 2023 at 7.00pm at Haverhill Arts Centre,
High Street, Haverhill



HAVERHILL
TOWN COUNCIL

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

Apologies: Councillor P Firman
Councillor A Luccarini
Councillor L Miller-Jones
Vicky Phillips, Deputy Clerk

In Attendance: Colin Poole, Town Clerk
Jane Lomas, Council Administrator

0 members of the public were present.

Welcome:

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

MINUTES

C23 **Apologies for Absence**
/031 The above apologies were noted.

C23 **Declaration of Interests and requests for dispensation**
/032 None.

C23 **Minutes of the Meeting of the Town Council held Monday 20th February**
/033 **2023**

It was proposed by Councillor D Roach, seconded by Councillor L Smith that the minutes of the meeting held 20th February 2023 be agreed as a true record.

RESOLVED

ACTION

C23 /034 To note progress of actions arising from the minutes not covered by this Agenda

a) **C23/10b Repair to the rear extension and provision of storage.**

This was discussed in private at the end of the meeting.

C23 /035 Reports from District/County Councillors on issues pertinent to HAVERHILL and the PUBLIC FORUM

a) **Police Report**

The Town Clerk reported that PC Claydon was unable to attend this meeting but hopes to attend the meeting on 25th April.

b) **County Councillors – see Appendix 1**

Councillor D Roach: see report attached (Appendix 1)

Councillor J Burns: reported streetlights not working on unadopted roads: Catkin Close, Cangle Road, and Hanchett Village. He has raised this with Highways and West Suffolk, but it has not been resolved. It was agreed that Councillor J Mason will contact relevant contractors and Highways.

c) **District Councillors – see Appendix 2**

Councillor J Burns: see report attached (Appendix 2)

Councillor D Smith: reported that he and Councillor P Hanlon showed delegates from Lowestoft Town Council around the Arts Centre as they are investigating uses for Lowestoft Town Hall. They also visited the Pump Track.

Councillor Smith met with the Haverhill Disability Action Group and Stagecoach's Operational Manager, regarding disabled access on their buses. The stop at the bus station where the number 13 arrives is particularly problematical. He advised that the Action Group is intending to give regular updates to the Town Council.

Councillor Smith has been contacted by Euroapi (Sanofi) regarding their proposed solar farm on part of their site at Hollands Road. The Town Clerk advised that the Town Council has been invited to attend a site meeting. Discussion ensued regarding what constituted an acceptable use of land by an employer for 'non-employment' use in an area designated as employment land. The applicant will be invited to the next Planning Working Party to make their case.

d) **Public Forum**

There were no members of public present.

C23 /036 Mayor's Report:

a) Mayor's report – see appendix 3

C22 /037 ONE Haverhill Partnership

The next Board meeting is to take place on 30th March. Councillor J Marks commended the Town Clerk for proposing the idea of ONE Haverhill organising a Haverhill science festival.

Cllr JM

Councillor L Smith asked if task groups are still in place. The Town Clerk confirmed they are, but stated that the Education and Skills Working Group will need a reboot.

C23 **Adoption of Committee Reports**

/038

a) Planning Working Party

Minutes of 14th February 2023, item P23/027: Councillor J Burns reported that this is being reviewed by West Suffolk Council.

It was proposed by Councillor D Smith, seconded by Councillor P Hanlon that the minutes of the Planning Working Party meetings held 14th February 2023, 28th February 2023, and 7th March, 2023 and the recommendations contained therein, be adopted.

RESOLVED

b) Leisure and Community Committee:

It was proposed by Councillor J Burns, seconded by Councillor M Marks that the minutes of the Leisure and Committee meeting held 14th March 2023 and the recommendations contained therein, be adopted.

RESOLVED

C23 **Financial Matters**

/039

Authorisation of payments: It was proposed by Councillor M Marks, seconded by D Roach, that the listed payments totalling £50,331.42 be authorised.

RESOLVED

C23 **To receive urgent correspondence**

/040

None.

C23 **Actions taken under delegated powers**

/041

None.

C23 **Date of next Meeting:**

/042

25th April 2023

C23 **Exclusion of the Press and Public**

/043

It was proposed by Councillor D Roach, seconded by Councillor M Marks, that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted – quotations for works from 3rd parties.

RESOLVED

C23 **Actions arising from C23/10b Repairs to rear extension and provision storage**

/044

It was proposed by Councillor A Brown, seconded by Councillor M Marks that the Clerk be given delegated authority to accept the quote subject to confirming the guarantee period and confirming with WSDC Planning that these works can go ahead.

RESOLVED

C23
/045

Closure

The Chairman declared the meeting closed at 7:45pm.



Signed
Chairman

Date.....

- Appendix 1 – County Councillors’ reports**
- Appendix 2 – District Councillors’ reports**
- Appendix 3 – Mayor’s Report**

DRAFT

Appendix 1 County Councillors' reports

Councillor David Roach

You will have seen that we have now got a new monthly update from Persimmons regarding the relief road. This follows on from the meeting that I had with them and Highways to air our concerns on the delay to the completion of the road.

We await an update to the timetable for the works, but the end date is scheduled for April next year. There is a draft timetable but Cadent (gas network) will have to tender out the contract to move the gas pipeline and work also needs to be done on the water mains as well which may impact the timeline to some extent.

Finally after almost 20 years, Aragon and Parr Roads have now been adopted by SCC after a protracted discussion with Bloor Homes over the construction of the roads.

SCC have now announced that contracts to build the new recycling facility at Homefield Rd have been signed. This will be a new site that will allow waste to be taken by our residents without having to queue or wait for containers to be emptied or moved and will also have level access making it easier to use.

New Local Plan: Govt have changed the timelines for completion of these, moving the target date to 2025. This gives local authorities longer to work on new plans.

We are a good way forward with the work for West Suffolk and will have final documents to Cabinet by early summer with the final consultations after that.

Finally as we near the end of this council I would just like to say that it's been a pleasure working with you all. Haverhill town council should be proud of the way that it has worked over the last 4 years.

COVID had made it difficult for all but I think everyone pulled together to work for our town. My thanks also to our mayors who have had a less than normal period of civic duty. Our staff have also had a difficult job at times during this council and I thank them all for their efforts.

May I wish you all the best for the future.

APPENDIX 2 – District Councillors' reports

Councillor John Burns

- **NW Haverhill:** Work continues. An update on the Relief Road delay was published.
- **Great Wilsey Park:** Work continues including s278 remedial work alongside roundabout on A143.
- **Police Matters:** The crime stats for January 2023 were distributed on 2nd March. The February stats should be available at the end of the month. There has been no new edition of 'Constables County'.

I attended (online) the Accountability meeting on 17th March and the Police & Crime Panel (PCP) meeting in Ipswich last Friday (24th March).

At the latter I posed a number of questions relating primarily to communications including the perceived benefit of 'Constables County' versus the cost and effort needed to produce it.

I also queried the content of a road safety information bulletin produced by SCC which appeared to be negative to proposals made previously by the PCP as well as giving no data

on the recently concluded ANPR project other than to suggest it was not the success they had hoped for. We have asked that further information be forthcoming.

- **SCC Highways:** Still no news on restoring the missing signs iwo the High Street following Covid closure. I have again gone back to them today.
- **Combined Authority:** No further useful updates.
- **Greater Cambridge Partnership:** Nothing relevant other than work continues to extend the Linton Greenway near Hildersham which is causing delays on the A1017 at times.
- **Parking:** I continue to work on this including lack of action over the Strasbourg Square problems.
- **Environment:** WSC are continuing to chase Havebury and SCC about the outcome of the walkabout on the Chalkstone estate as now been 2 months.
- **Markets:** I have received a response to my email to management regarding the market review. I have some concerns regarding what has been done, what is still to be done and intended time scales so will be responding in due course. The first Maker's Market of 2023 takes place on Saturday 1st April.
- **Sturmer Arches:** Still no news from WSC.
- **Atterton & Ellis site:** Still no news.
- **Fox PH (Wratting Road):** No response from my suggestion to WSC that this would make a good investment.
- **Vixen PH (Millfields Way):** No further updates. The owner appears to be ignoring all requests for information.
- **Strasbourg Square:** WSC have now stated the long-awaited redesign of the planting area in the Square will start hopefully in May. One of the "triangles" will be removed and the other two will have their sleepers replaced with more resilient material. The planting will be removed/replaced but locals have suggested replacing with artificial grass, a small tree in the centre of each triangle, and some additional seating. This would certainly reduce the damage done by people walking over them as well as reducing the maintenance requirements.
- **Market Square:** Still not done anything to resolve the dips in the surface that are responsibility of WSC. SCC have not done anything about the deeper dips around the edge either.
- **Other work:**
 - Continue to facilitate broadcast of TC council meetings at the Arts Centre.
 - Continue to fix the occasional IT problems and supporting staff requests. This month included full restoration of a laptop after an inadvertent update to Windows 11 plus resetting a laptop for the new minute taker who started with HTC today. Working on new security arrangements for the HTC server after meeting with the Town Clerk.
 - Setup till hardware for the Kiosk ready for reopening on 3rd April – I will be installing on 31st March.
 - Currently rewriting some of the till software to allow for multiuser use in the HAC bar area (replacing existing systems) as will make financial and inventory/sales reporting very much easier with additional functionality. It will also mean all of the HTC locations will use the same software for staff familiarisation purposes with centralised databases and backups. Staff are currently designing the till screen button layout and entering prices before carrying out intensive end user testing of the updated software.
 - Continue to regularly approve HTC/HCT invoice payments.

- Preparing for reopening of the Kiosk and Splash Pad on April 3rd.
- Attended various HTC meetings including Leisure & Community, Finance, Planning, Civic & Community, etc. both physically and online.
- Attended various WSC meetings both in person and online.
- Visited Water Hall Farm Solar Farm consultation at Stumer Village Hall with Cllr Dave Smith.
- Filmed, on behalf of Stoke College, their shows last week and will be filming the Easter Panto, on behalf of the production company, starting on 1st April.

Appendix 3 Mayor's Report

	Date	Venue & Event	Attending
1	18/02/23	Quentin Blake Exhibition	Mayor & Consort
2	19/02/23	Scouts Fund Raising Quiz Night	Mayor & Consort
3	23/02/23	Karen Chapple & Leiston Kitchen	Mayor & Consort
4	25/02/23	Graham Newman Memorial Service Felixstowe	Mayor & Consort
5	26/02/23	Junior Parkrun	Mayor & Consort
6	26/02/23	Haverhill Youth Band	Mayor & Consort
7	01/03/23	Nicom New Shop in High Street	Mayor & Consort
8	02/03/23	Get Suffolk Reading - Westfields	Mayor
9	02/03/23	Get Suffolk Reading - Coupals	Mayor
10	02/03/23	Get Suffolk Reading – New Cangle	Mayor
11	02/03/23	Get Suffolk Reading - Chalksters	Mayor
12	02/03/23	Get Suffolk Reading – Place Farm	Mayor
13	02/03/23	The Zone – Nan Eshelby	Mayor
14	02/03/23	Get Suffolk Reading – Burton End	Mayor
15	02/03/23	Get Suffolk Reading – St Felix	Mayor
16	02/03/23	Railway Walk Bench - Photoshoot	Mayor
17	03/03/23	Anne Fine Lecture HAC	Mayor
18	03/03/23	West Suffolk Dinner	Mayor & Consort
19	05/03/23	Linton Jazz – 25 th Anniversary	Mayor & Consort
20	08/03/23	Top Time & Book Launch	Mayor & Consort
21	11/03/23	Digital Story trail – East Town Park	Mayor & Consort
22	11/03/23	HTTA Quiz Night	Mayor & Consort
23	12/03/23	Haverhill Silver Band - Kedington	Mayor & Consort
24	13/03/23	Clements Primary Academy	Mayor & Consort
25	14/03/23	Sunshine Ladies	Mayor & Consort
26	15/03/23	Lestyn Edwards – Haverhill Library	Mayor & Consort
27	15/03/23	Jane Leah - Tait	Mayor & Consort
28	16/03/23	Andrew Bell - Epicentre	Mayor
29	17/03/23	HTTA – Tree Planting – East Town Park	Mayor & Consort
30	18/03/23	Mens Shed	Mayor & Consort
31	18/03/23	St Mary's Craft Fair	Mayor & Consort
32	20/03/23	Christopher Gurteen Memorial Service	Mayor & Consort