

# Haverhill Town Council

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



## FULL COUNCIL

Held on **Monday, 23 February 2026** 7.00pm at Haverhill Arts Centre, High Street, Haverhill

**Present:** Mayor Councillor Q Cox  
Deputy Mayor L Miller-Jones  
Councillor A Brown  
Councillor J Burns  
Councillor P Firman  
Councillor P Hanlon  
Councillor M Martin  
Councillor J Mason  
Councillor D Page  
Councillor D Smith  
Councillor L Smith  
Councillor A Stinchcombe  
Councillor J Teixeira

**Apologies:** Councillor J Crooks  
Councillor B Davidson  
Councillor A Luccarini

**In Attendance:** Colin Poole, Town Clerk  
Vicky Phillips, Deputy Clerk  
Inspector Jack Oakley

There was one member of the public present.

### Welcome:

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

## MINUTES

**C26 /017** **Apologies for Absence**  
The above apologies were noted.

**C26 /018** **Declaration of Interests and requests for dispensation**  
There were no declarations of interest or requests for dispensation.

**C26 /019** **Minutes of the Meeting of the Town Council held Tuesday, 27 January 2026**

It was proposed by Councillor M Martin seconded by Councillor P Hanlon that the minutes of the meeting held Tuesday, 27 January 2026 be agreed as a true record.

**RESOLVED**

C26 /020

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

- a) C25/170c – Burton End Sign: The Clerk confirmed that this has now been removed by the Community Wardens.
- b) Civic Awards: In progress.
- c) C26/005c – TRO Outside Cineworld: Councillor J Mason reported that this has been promised by September
- d) C26/005c – Fraud Training: The Clerk to contact PC Jack Oakley
- e) Town Centre Enhancement Group: The group had not met since the previous Full Council meeting. Councillor J Mason wanted to clarify that the budget was 'up to £1 million', so could range anywhere from £250,000 to £1 million. He also raised that he was not aware of play facilities.
- f) ii) Brick Shed by Sturmer Arches: the Clerk has raised this as part of a discussion about graffiti.
- g) C26/009c) Budget and Precept5 2026/27: The Clerk confirmed that he has served the precept demand on West Suffolk Council.
- h) C26/011 West Suffolk Traffic and Speeding Group: The Clerk has written to the Chair of Lidgate Parish Council. Councillor J Mason requested that an item be put on the next agenda to discuss speed limits along Crowland Road under the new Parish Council Powers.

Town Clerk

Deputy Clerk

C26 /021

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

- a) **Police Report:**

PC Jack Oakley gave apologies for Sergeant Jordan Marlow who had been unexpectedly called away. PC Oakley explained that he was seeking The Town Council's support for an amendment to the PSPO to prohibit begging in the town centre. PC Oakley explained that this issue was linked to street drinking which he had previously discussed with the Town Council.

PC Oakley also reported that there had been reports on social media of people trying car door handles and gates. PC Oakley has contacted them retrospectively to obtain the CCTV footage however he can't trace them all. He requested the Town Council share the message on social media to make residents aware that they should contact the Police directly.
- b) **Ambulance Report:**

No update.
- c) **Suffolk County Councillors:** (see Appendix i)

Councillor J Mason outlined points from his report, he added that SCC Chief Executive Nicola Beach is stepping down, the Deputy Chief Executives will share the role until the LGR is finalised. Councillor J Mason also requested an item be put on the next Full Council agenda to discuss the setting up of a working party to investigate the feasibility of the establishment of a preservation trust.

Councillor J Mason also reported that resurfacing works were taking place at Lower Downs Slade car park.

Conversation took place around increased funding for adult and children in social care.

Councillor J Burns raised that he had repeatedly reported to Suffolk County Council issues with potholes and poor road surfaces through official channels but that they had not been addressed. Councillor J Mason suggested that he contacted Councillor D Roach.

Deputy Clerk

**d) District Councillors:**

Councillor D Smith reported that he had attended an initial meeting on the new warding for a unitary council. He also reported that there will be a briefing on the local plan next month.

Councillor P Hanlon reported how fantastic the Samuel Ward musical *Matilda* was, which he had attended along with Mayor Q Cox.

**e) Town Councillors:**

Councillor J Burns had submitted his report (attached appendix ii).

Councillor J Burns added that he had worked with the tech team to fix the problem with the Digital screen outside the Arts Centre.

Councillor J Teixeira recommended members see the Haverhill Singers show on 18<sup>th</sup> April.

The Clerk reported that he had had no further response from the East Anglian Daily Times following his follow-up letter.

**f) Public Forum:**

Mr Pinnock reported a pothole near the roundabout on the Relief Road, Councillor J Mason to report.

**C26** **Mayor's Report**

**/022**

Mayor Q Cox had not submitted a report this month but said that he had enjoyed his time as Mayor and that the year had gone by really quickly.

**C26** **ONE Haverhill Partnership**

**/023**

**a) Report from Clerk**

ONE Haverhill have not met since the last Full Council meeting.

**b) Stourview Wellbeing Centre**

The Clerk reported that work continues and most of the building has now been decorated. Furniture has arrived and they are beginning to see a change. The waiting area has been transformed into a cafe.

Commissioned work: Upgrade to accessible toilet and the kitchen for café. Councillor L Miller-Jones reported that new light fittings are needed, Councillor T Brown suggested to contact Haverhill Electrical Supplies.

We have signed up to the 'Neighbourly' scheme, through which B&Q donates stock to local charities that is surplus, damaged or has damaged packaging.

Councillor Miller Jones reported that Suffolk Baby Bank have offered to donate some of the outstanding items on our wish-list.

Councillor J Burns is working on the I.T. and the broadband will be going in on 5<sup>th</sup> March, CCTV on Thursday.

**C26** **Financial Matters**

**/024**

**a) Authorisation of payments:**

It was proposed by Councillor A Stinchcombe seconded by Councillor J Burns that the listed payments totalling £77,378.64 was authorised.

**RESOLVED**

**b) Grant Applications over £2,000.**

None.

**C26/** **Rural Bus Review**

**025**

The Clerk to submit a response to include;

- i. a dedicated town service linking in with new developments in the town.
- ii. Bus stops which are not accessed over grass or mud and fit for purpose.
- iii. Buses are fit for purpose, accessible to town when they are needed.

**Town Clerk**

**C26/026** **West Suffolk Public Space Protection Order**  
After some discussion to clarify begging and ASB, the initial views of the Council were that begging should be added to the PSPO, along with better signage. A review of the area covered by the order should be carried out so that it made more sense for cold calling.  
It was proposed by Councillor T Brown and seconded by Councillor J Burns that these views be submitted.  
**RESOLVED**

Town Clerk

**C26/027** **Adoption of Committee Reports**  
a) **Planning Committee:**  
It was proposed by Councillor P Hanlon, seconded by Councillor D Smith that the minutes of the meetings held 15<sup>th</sup> December 2026 and 12<sup>th</sup> January 2026 and any recommendations contained therein, be agreed as a true record.  
**RESOLVED**  
b) **Leisure and Community Committee:**  
It was proposed by Councillor D Page and seconded by Councillor J Burns that the Minutes of the meeting held 19<sup>th</sup> January 2026 and any recommendations contained therein, be agreed as a true record.  
**RESOLVED**  
c) **Finance Working Party:**  
It was proposed by Councillor L Smith and seconded by Councillor J Teixeira that the minutes of the meeting held 20<sup>th</sup> January 2026 and any recommendations contained therein, be agreed as a true record.  
**RESOLVED**

**C26/028** **Date of Next Meeting**  
The next meeting will be held on Monday, 23 March 2026.

**C26/029** **Exclusion of the Press and Public**  
It was proposed by Councillor L Miller-Jones and seconded by Councillor P Hanlon, 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 – HR Matters.  
**RESOLVED**

**C26/030** **Zone – Update on closure**  
The Clerk updated members on the implications of the heating system breaking down at the Zone, meaning staff were being redeployed to maintain their target working hours. It was proposed by Councillor L Miller-Jones and seconded by Councillor M Martin that a new heating system be installed rather than the obsolete system repaired. The Clerk will present a proposal for the ongoing use of the building at the next meeting.  
**RESOLVED**

Town Clerk

**C26**  
**/031**

**Closure**

The Chairman declared the meeting closed at 8.56pm.



Signed ..... Date.....  
**Chairman**

**Appendix i) - County Councillors' reports**

**Appendix ii) – Town Councillors' reports**

**Appendix iii) – Mayor's report**

**Appendix i)**  
**County and District Councillor Report, February 2026**  
**CLlr Joe Mason**

**In this report**

1. Suffolk County Council News
2. Highways Update
3. Active Travel, Cyclists, Pedestrians and Rights of Way
4. Blue Lights Hub
5. Suffolk County Councillor Certificate: Dennis Wendell
6. EV Charging Installations
7. Haverhill Preservation Trust? Saving the Corn Exchange
8. Persimmon (Landscaping & Maintenance Issues)
9. Street Signs
10. West Suffolk Council News & Updates
11. Community

**1. Suffolk County Council News**

**Council budget protects frontline services amid rising costs and demand**

Suffolk County Council has agreed an £850 million budget for 2026/27, prioritising and protecting frontline services despite rising costs, increasing demand and continued shortfalls in national funding.

Demand pressures, particularly in adult and children's social care, are expected to add £32.2 million to the council's costs next year. As a result, around 77 pence of every £1 the council spends will go directly towards services for people, including public health.

The remaining 23 pence in every £1 will fund all other services, such as fire and rescue, highways and waste management, alongside the staff, infrastructure and technology that support service delivery across the council. <https://www.suffolk.gov.uk/council-and-democracy/council-news/council-budget-protects-frontline-services-amid-rising-costs-and-demand>

**County Council statement on May 2026 local elections**

**Suffolk County Council responds to the government's decision to reinstate local elections in Suffolk in May 2026.**

Responding to the [government's decision to reinstate local elections in Suffolk in May 2026](#), Councillor Matthew Hicks, **Leader of Suffolk County Council**, said:

"The decision on whether or not to postpone local elections rests entirely with Government. We have been clear about that from the start.

"We have not been privy to the legal advice they reference. However, throughout this process, ministers and civil servants have consistently expressed confidence in their position. That makes the current situation all the more surprising.

"Local councils across the country are experiencing whiplash as major government decisions shift repeatedly and without warning. This uncertainty makes it almost impossible to plan effectively, deliver stability for residents, or provide clarity for our staff and partners.

"There is now a significant question mark over the government's wider agenda for devolution and local government reorganisation. Certainly, as we previously set out in [our letter to ministers](#), this makes delivering one new unitary council for Suffolk more difficult, and three nigh on impossible.

"Our priority in Suffolk remains to deliver reliable services, protect residents, and ensure our communities are not disadvantaged by national uncertainty."

<https://www.suffolk.gov.uk/council-and-democracy/council-news/county-council-statement-on-may-2026-local-elections>

**Trial scheme to remove vehicles blocking road resurfacing work to begin  
Vehicles left in roads where works are scheduled, despite advance warnings they were due to take place, cost time and money.**

Suffolk County Council is to launch a trial scheme to remove vehicles that are blocking highways resurfacing work.

The move comes following repeated issues with vehicles across Suffolk that have been left in roads where works are scheduled, despite advance warnings they were due to take place.

This has led to the cancellation of entire resurfacing works or small areas being left where vehicle parking has prevented access for equipment.

Offending vehicles will be either moved to a safe place in line of sight from where they were parked, or to a secure compound in Bury St Edmunds.

Any vehicle which is moved to enable works to go ahead will be subject to a £70 Fixed Penalty Charge Notice, reduced to £35 if paid within 14 days.

Vehicles taken to the secure compound, due to there not being a suitable location near the works area to move the vehicle to, will also be subject to additional fees to recover their vehicle.

The trial scheme will be introduced in March and will cover the Suffolk Highways resurfacing programme up to May 2026.

The first site where it will be used is scheduled to be in Allington Walk, Haverhill, where two days of works are due to start from Wednesday March 18.

<https://www.suffolk.gov.uk/council-and-democracy/council-news/trial-scheme-to-remove-vehicles-blocking-road-resurfacing-work-to-begin>

**Suffolk sustainability initiatives gain national recognition**

**Suffolk County Council has been nominated for a national award for its work on energy and sustainability.**

Just 24 UK local authorities have been shortlisted for the first [APSE Energy Awards](#), in partnership with the Department for Energy Security and Net Zero.

The Awards celebrate excellence and innovation, highlighting the vital role local authorities play in responding to the complex challenges of the energy transition, climate change and long-term sustainability.

<https://www.suffolk.gov.uk/council-and-democracy/council-news/suffolk-sustainability-initiatives-gain-national-recognition>

**Police & Crime Commissioner Precept**

Suffolk's Police and Crime Commissioner approved a 5.2% increase in the policing precept for 2026/27, equating to around £15 a year for a Band D property. The increase was scrutinised by the Suffolk Police and Crime Panel at its meeting on 30 January 2026, where members reviewed the proposal and agreed to support it. The PCC said the rise was necessary to maintain policing capacity in the face of rising demand and continued pressure on national funding.

**2. Highways Update**

Monthly safety inspections continue across our main roads, and any defects meeting intervention criteria will be repaired within the required HMOP timescales.

- **Haverhill Town Centre Signs**

Most work is now complete. Awaiting final comments/actions from Highways.

- **Allington Walk**

As mentioned above. Now slated for the 18th March

**Bypass / A1307 cutback and signage issues**

I've had an update from Suffolk Highways on planned works for the Haverhill Bypass. Subject to weather, teams are scheduled to be on site in March/April to carry out a package of safety-

related works. This includes refreshing edge and centre road markings, clearing highway gullies, and removing silt and vegetation from two large catchpits that are currently not draining properly and contributing to standing water near the Helions Bumpstead and Burton End roundabouts.

Vegetation cutting will also be extended as far as practicable. While this won't cover the entire bypass, it will tidy up a key section and act as a starting point for further work. The extent of what can be delivered will depend on the available budget, but this is being prioritised on safety grounds.

Alongside this, my Community Liaison Engineer (CLE) is meeting again with the local Assessment Officer to make sure all mandatory signage is present, visible and not obscured by vegetation.

Any missing or hidden signs will be raised separately as reactive works.

On potholes more generally, the CLE has asked the Asset and Carriageway Management teams to provide a clear, senior-level statement that can be shared with parish councils and residents. This won't fix every issue overnight, but it should set out Suffolk Highways' official position and response.

- **Potholes – General**

Highways in Suffolk, as across the country are working flat out to keep up with potholes and are understandably prioritising the worst ones. This will ease but we could see more issues if freezing/ or prolonged wet weather persists. Please can members report potholes that appear in their wards. I am doing what I can and residents are increasingly using the online tool.

<https://highwaysreporting.suffolk.gov.uk/>

Call 0345 606 6171 to report a highways problem that poses an immediate danger to the public.

### 3. Active Travel, Cyclists, Pedestrians and Rights of Way

- **Haverhill Local Transport Plan** First two sites have been identified, and I am awaiting final approval for a crossing on Hales Barn Road, at the end of Railway Walk as well as a crossing on Howe Road to make designated crossings present along the whole stretch of Railway Walk from the Withersfield Roundabout to East Town Park.
- **New Pelican/Toucan Crossing on Wratting Road**  
No further update, still awaiting date for the installation.
- **Raised Table on Ann Suckling Road**  
No further update, still awaiting date for the installation. Awaiting Installation date. Persimmon has to appoint a contractor, book road space, and confirm traffic management arrangements, although the timing for works is ultimately dependent on the developer.
- **Greenfields Way dropped Kerbs & Path from Clements School to Health Centre (Bus Stop)**  
No further updates: Still awaiting notification of an installation date.
- **Bus Improvement Scheme**  
No further updates, awaiting details of approved schemes.

### 4. Blue Light Hub

No further updates. Alex Wilson is holding meetings with different Police, Ambulance & Fire and I am expecting to attend a further meeting in March.

### 5. Suffolk County Councillor Certificate: Mr Dennis Wendell

Today I presented Dennis Wendell with a Suffolk County Council certificate recognising his contribution to volunteering in our town. I visited Terrific Tuesdays, where around 20 people

were attending, supported by a committed team of volunteers who help run the group. It was a real pleasure to be there and to formally recognise Dennis for the work he does.

Through Terrific Tuesdays, Dennis has helped create a welcoming and inclusive space for people living with dementia and memory-related conditions, as well as their families and carers. The group offers conversation, friendship, support and engaging activities that make a genuine difference. Dennis has also been involved in running a men's social group, helping to reduce isolation and support wellbeing among older men. This work is carried out quietly and consistently, driven by care and understanding rather than any expectation of recognition. Groups like these rely on volunteers, and it is important to acknowledge and thank people like Dennis for the contribution they make to our community.

## **6. EV Charging Installations**

No further updates

## **7. Haverhill Preservation Trust? Saving the Corn Exchange**

Although it's too late to add a formal item to the agenda for the next Full Council, I wanted to let councillors know that in my report at Full Council I will be asking the council to consider supporting the creation of a task and finish group of interested councillors and residents to gather more information about what has been achieved elsewhere and the likelihood of success here. That could report back in due course.

This follows a recent visit to the Corn Exchange with MP Nick Timothy and Staff from Historic England with further discussions about how we can better protect important historic buildings in the town.

A key question for us is whether the existing Haverhill Community Trust could take on this role, or the Town Council help in establishing a separate Preservation Trust. I'm keen for councillors' views on this.



We have a very interested and suitable local resident with experience working at Historic England, who has relevant professional experience and a strong personal interest in listed and historic buildings. It's important that any trust has strong resident/community involvement, alongside elected members, and draws on the skills and experience that exist within the town.

The meeting with representatives from Historic England and Nick Timothy was very positive. Historic England indicated they would be willing to attend a future Town Council meeting or working party to explain how Preservation Trusts work and answer questions.

My intention is to seek councillors' support the process of creating a Preservation Trust that could play a vital role in safeguarding historic buildings that might otherwise be lost. Preservation Trusts typically step in when buildings are at risk, bring them back into use, and ensure they are properly cared for in the long term.

They do this by acquiring neglected or underused buildings, restoring them sensitively, and then selling or leasing them with clear conditions to protect their historic character. Income from this work is reinvested to help rescue other buildings, creating a sustainable, ongoing model rather than a one-off intervention. Trusts are also very effective at finding new, viable uses for old buildings — whether as community spaces, homes, or re-purposed public buildings — keeping them useful and relevant.

As charities, preservation trusts can access funding streams that are not available to private owners. They also bring specialist knowledge, from early feasibility work through to conservation advice and long-term stewardship. Many support traditional building skills, which are essential when working with historic structures.

Preservation trusts also have a strong advocacy role, helping to secure long-term protections for historic buildings and engaging constructively in the planning process. Just as importantly, they tend to work closely with local communities. Successfully restoring a historic building can give a real boost to civic pride, support local activity, and contribute to the wider local economy. Overall, preservation trusts offer a practical and positive way of protecting heritage — not by freezing buildings in time, but by giving them a future. I'd welcome councillors' comments.

### 8. Persimmon Path (& Landscaping & Maintenance Issues)

Persimmon have now installed a new path linking Saxon Crescent to Farrant Road. This was not something they were obligated to do, but something I had been pressing for with both Havebury and Persimmon in the hope of finding a collaborative solution.

In the end, and despite the lack of agreement or progress around funding, Persimmon decided to go ahead and deliver the path anyway. I'm very appreciative of this, as it reduces severance and clearly benefits both communities.

Persimmon are continuing to work through outstanding landscaping issues and are keen for residents to raise any concerns directly with their Customer Care team. Discussions are ongoing.



### 9. Street Signs

Nearly all Street Name Signs fall under West Suffolk Council responsibility. Whilst I'm working with SCC Highways on a range of issues, I've also noticed quite a number of broken or damaged road name signs around Haverhill.

Over the last year I secured replacement signs for Chimswell Way, Chapple Drive, Abbots Road and Cross Close, and I've already requested new signs for Chalkstone Way, Biscay Close, Trefoil Court, Homefield Road and Hazel Stub.

If you spot a broken or missing road name sign near you, the best way to get it sorted is for the District Cllr to report it so it can be logged and replaced. It might take a little while, but it's important to get it on the list for repair/installation. Little things like this really do make a difference to how tidy and cared for our town looks.

### 10 West Suffolk Council News

[Cabinet back two-year balanced budget to deliver millions in improvements for West Suffolk](#)  
Proposals for a balanced budget over two years that protects services and delivers millions in improvements to leisure, economic, and community facilities for West Suffolk – have been backed.

Budget is being agreed on Tuesday 24th February at Full Council.

*(Please note that it states “up to £1m additional investment to support town centre improvements, including **play facilities** within the Haverhill High Street project” I have not been in any discussions about play facilities in the Haverhill High Street Project.)*

[West Suffolk residents to receive additional bins ahead of new Better Recycling service](#)

Residents across West Suffolk to begin receiving new green-lidded recycling bins and two food waste caddies, in preparation for the new Better Recycling service.

Resurfacing work to take place at town car park

Resurfacing and relining work will see the closure of Lower Down Slade car park in Haverhill early next month.

**Other updates**

**11. Community**

- Burton Centre Court – No further update. Hopefully Announcement Soon
- I continue to liaise with the community police team on a range of issues around town.
- I am organising this Year’s Great British Spring Clean from 13th - 29th March. I welcome any offers from fellow councillors or members of the community in offering to lead a Litter Pick.

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**Please note this report does not in any means include all the casework I am undertaking now or projects I am engaged with and trying to move forward for the betterment of the community. Where I have stated ‘no further updates’ or ‘ongoing,’ please refer to previous month’s reports.**

**Members are always welcome to contact me should they need any information or assistance relating to issues across the Cangle District.**

**For Reference:** At **Suffolk County Council (SCC)** I am responsible for Property & County Farms and I would welcome representations made to me on any SCC owned property owned in the area. At SCC I now sit on:

- Education & Children’s Scrutiny Committee
- Minerals & Waste Policy Working Group
- Police and Crime Panel

At **West Suffolk Council** I sit on  
Performance & Audit Scrutiny Committee

At **Haverhill Town Council** I don’t currently sit formally on any committees, but I will of course attend if summoned or need to act in capacity e.g. as a County Councillor such as the Haverhill High Street Enhancement Group or if the agenda requires my attendance such as the Planning Committee, Energy & Sustainability Committee and Community & Leisure Committee, which I have attended on a number of occasions over the last year.

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**Appendix ii)**

Report by John Burns on Town activities February 2026

- **Great Wilsey Park:** It has been noted that trees have been cut down to the rear of Green Road alongside the footpath leading to the farm. After clarification with WSC, this has been allowed as part of the original outline planning application conditions to ensure done before the bird nesting season starts in preparation for the Bloor Homes application to be approved. However, I have reported that work was being done outside the agreed construction working hours as well as damage done to the footpath. I am waiting for a follow up email from the officer who not back from vacation until next week as they have taken it up with the landowner. Work continues alongside Chalkstone Way on the Barratt development.
- **Police Matters:** Crime stats for December 2025 distributed on 9<sup>th</sup> February.

- **SCC Highways:** Drivers not reading new signs alongside the Market Square causing some grief. We next need some enforcement which can only be done by the police until as such time the council (whichever one) is granted moving traffic offences enforcement. We still need the loading bay outside cinema to be sorted out. Last week a Brakes lorry had to park in the road to deliver to the restaurants as full up with cars causing problems itself to other road users.
- **Markets:** Still awaiting another meeting.
- **Vixen PH (Millfields Way):** This has now been approved by the officer under delegated powers. Seems that there were no concerns over parking or waste. WSC went even further suggesting they will allow the applicant residents parking in the car park for free if they pay to white line it. WSC refused to take responsibility for the maintenance of the steps only saying they will ask the applicant to put lighting on the building exterior when it has been renovated. A simple extra light pointed at the steps placed on outside of the shops (owned by WSC) would actually resolve it now. There is already a light there but pointing down. The applicant has been advised the security measures on the site have once again been compromised including a small fire outside. They don't appear to understand it is their responsibility.

**Other work** (in no particular order):

Splashpad:

I have arranged for recommissioning on 17<sup>th</sup> March and a deep clean on 19<sup>th</sup>/20<sup>th</sup>. It is not planned to open until 22<sup>nd</sup> May however unless we suddenly have a long period of good weather.

Digital sign outside the Arts Centre:

Received the replacement antennae system which appears to have failed following a town centre blackout just before Xmas. The coax connectors were found to be different, but I hope will be fixed on 23<sup>rd</sup> February.

Wellbeing Centre:

Have lent the Wellbeing Centre my printer until a permanent replacement can be sought once printing requirements are determined.

Have completed a CCTV design document, but due to budgetary constraints, it is planned that only the more essential areas are covered initially. I have 2 spare cameras plus 2 left over from the Zone which can use temporarily. I will be lending a PC and software to run the software so hoping this can be installed later this week to give some security for the interior. This should then cost very little or nothing, excluding manpower, to install.

Did some work tidying up cables and identifying obsolete communication equipment ready for removal after FTTP installed.

Tested all the network ports back to the rack and found them all connected.

Installed new PoE switch and Power Distribution Unit in the rack.

FTTP high speed broadband is due to be installed on 5<sup>th</sup> March.

**Systems:**

- Connected 5 x new Windows 11 systems to network in Tech Office.
- Working on transfer of data from the obsolete Windows Server to a Network Attached Storage device in HAC with enhanced security and protection as well as allowing remote staff access.

- Isolated Youth Theatre data from general access, except for authorised users, with detailed instructions to those users.
- Worked with Town Clerk on updated draft computer use policy and attended group meeting to review new AGAR assertion policies for council audits.
- Still working on revisions to the till system for HAC bar to allow multiple cash/card reconciliations during the day to cater for more than one show/event a day. Majority done and tested except for printouts.
- My camera was used to film the wrestling held last week. I was asked to render the footage and upload so the promoters could access it.
- Provided usual weekly financial income stats from the till system for the various sites to HTC management plus attending various HTC meetings.

**END**