



HAVERHILL TOWN COUNCIL

LEISURE AND COMMUNITY COMMITTEE

Dear Councillor,

You are hereby summoned to attend the meeting of Haverhill Town Council Leisure & Community Committee to be held at the Haverhill Arts Centre, High Street, Haverhill, CB9 8AR on Tuesday 16th January 2018 commencing at 7.00pm, for the purpose of transacting the following business:

CONSTITUTION:

Chair:	J Burns
Vice Chair:	P Fox
Town Councillors:	D Roach
	T Brown
	P Hanlon
	B McLatchy
	B Robbins
	L Smith
	A Williams
	W Yang

This Meeting is open to the Press and Public

AGENDA

1. **Welcome**
2. **Apologies for absence**
Please notify the office by 5.00pm on the day of the meeting if you are unable to attend.
3. **Declaration of Interests and requests for Dispensations**
For members to declare any interests they may have on items on the agenda and agree any dispensations to stay.
4. **Minutes of the last meeting**
To approve the minutes of the meeting of the Leisure & Community Committee held on 7th November 2017.
5. **Matters arising from the minutes**
To note action taken, and outstanding, from items in the minutes of the meeting of the Leisure & Community Committee held on 7th November 2017.
6. **Public Forum**
To hear from the public on any matters within the terms of reference of the Leisure and Community Committee.
7. **Report on past and future Arts Centre and leisure activities (to Follow)**
To receive a report from the Arts & Leisure Manager.

HAVERHILL ARTS CENTRE, HIGH STREET, HAVERHILL, CB9 8AR

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8. To Determine Current Grant Applications

To determine current grant applications (see below)

9. Reports from Grant Recipients

Suffolk Family History (Haverhill) Group

10. Strasbourg Square cPAD installation

To approve donating the CATRA funds towards the installation of a CPAD at Strasbourg Square

11. New Grit Bin Requests

- a. 1-6 Lee Walk, Haverhill, CB9 8NW.
- b. Windsor Terrace, Haverhill, CB9 9BE.
- c. Arrendene Road/ Howe Road junction, Haverhill, CB9 9NJ

12. Youth Skills Project Report (to follow)

13. Projects Update

- a. To receive a verbal update on community projects:
- b. Pump Track
- c. Notice Boards
- d. Chalkstone Fields
- e. Digital Display Signage

14. Parish Handyman Report

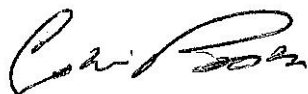
- a. To receive a report on the work of the Parish Handyman (attached)

15. Youth Strategy

To receive a progress report on the Youth Strategy.

16. Date of Next Meeting

17. Closure



Colin Poole
Haverhill Town Clerk

Date: 7th January 2018

Copies of this and other Council agendas, minutes and supporting reports are available to download from the Council's website (www.haverhill-tc.gov.uk) or on request from Haverhill Arts Centre

Agenda item 7 – Art & Leisure Manager’s report (see separate document)

Agenda Item 8 - Grants

Organisation Name	Purpose of funding	Amount Requested	History of Previous HTC Grant Awards	Amount Awarded
Revitalise Respite Holidays	Holiday breaks for disabled guests and carers from Haverhill	£354.00	2006 - £300 2007 - £300 2010 - £81.75 2016 - £1000 (pending more info)	
Castle Manor Academy - Music Department	To purchase Sibelius music programme on at least 8 Mac computers.	£712.00		
Catch22 Suffolk Positive Futures	To deliver a free weekly sports project for young people in Haverhill. The funding will cover the cost of staff and facility hire.	£5160.00	2012 - £1500	

**Agenda Item 12
Youth Skills Project Report
To Follow**

**Agenda Item 14
Parish Handyman Report**

23/10/2017	Pipers Close	Overgrown Bush	Vicky Phillips	Contact owners who cut it back	23/10/2017	Y
23/10/2017	Pipers Close	Flytipped rubbish	Vicky Phillips	Cleared	23/10/2017	Y
24/10/2017	Brybank Road shops	Litter picking required	Parish Handyman	Cleared regularly - noted additional bin now present	24/10/2017	Y
24/10/2017	Bumpstead Road	Brambles over path	Public	Cut back	24/10/2017	Y
24/10/2017	Leiston Centre	Remove babychange bench	Ops Manager	Complete	24/10/2017	Y
25/10/2017	Arts Centre	Clean side alley fire escape route of weeds and moss & bird mess	Nick Keeble	Complete	25/10/2017	Y
25/10/2017	Bus Station Shelters	Wobbly paving stone reported	Vicky Phillips	Marked up and a cone placed to warn people	25/10/2017	Y
26/10/2017	Jubilee Walk	Clear wax from cat statue & litter pick	Parish Handyman	Complete	26/10/2017	Y
26/10/2017	Jubilee Walk	Clear posters and wash down phone box and signage	Parish Handyman	Complete	26/10/2017	Y
26/10/2017	Rookwood Way	Cut back brambles off path	Parish Handyman	Complete	26/10/2017	Y
27/10/2017	Clements Estate	Wash down street signage	Town Clerk	Continuing this process about half-way through.	27/10/2017	Y
30/10/2017	Howe Road	Collected old roadwork sign and barriers - now in our garage	Parish Handyman	Collected	30/10/2017	Y
30/10/2017	Howe Road	Clear brambles from around bottle bank	Parish Handyman	Complete	30/10/2017	Y

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30/10/2017	Leiston Centre	Litter picked around community centre and shops	Parish Handyman	Complete	30/10/2017	Y
30/10/2017	Keebles Yard	Clear flytipped rubbish	Parish Handyman	Cleared	30/10/2017	Y
30/10/2017	Burton End	Cut low-hanging brambles	Parish Handyman	Cleared	30/10/2017	Y
31/10/2017	Victory Clock, Jubilee Walk	Put back 1 hour for GMT	Town Clerk	Complete	31/10/2017	Y
31/10/2017	Bevan House	Weeded around topiary & cleared glass	Town Clerk	Complete	31/10/2017	Y
02/11/2017	Leiston Centre	Brought up new tables, unpackaged and stored, litter picked area	Ops Manager	Complete	02/11/2017	Y
02/11/2017	Town Hall Car Park	Litter picked and removed flytipped rubbish by bottle bank	Parish Handyman	Complete	02/11/2017	Y
02/11/2017	Quakers lane	Cleared leaves	Parish Handyman	Complete	02/11/2017	Y
03/11/2017	School Lane	Cut back overgrowing budleigh from path and cleared car parking area of overgrowth and leaves	Parish Handyman	Complete	03/11/2017	Y
06/11/2017	Quakers Lane	Litter picked	Parish Handyman	Complete	06/11/2017	Y
06/11/2017	Brybank Road shops	Litter picked	Parish Handyman	Complete	06/11/2017	Y
06/11/2017	Notley Drive	Cut back brambles from around grit bin	Parish Handyman	Complete	06/11/2017	Y
07/11/2017	Arts Centre	Paint walls where knocked	Nick Keeble	Paint used up	08/11/2017	Y
09/11/2017	Arts Centre	Remove old furniture, clear alley	Nick Keeble	Complete	09/11/2017	Y
10/11/2017	Bypass	Take photographs of signage for TTRO	Town Clerk	Complete	10/11/2017	Y
13/11/2017	Pipers Close	Clear flytipped rubbish	Assistant Town Clerk	Michael has reported this to Stonewater Housing & will attend a site meet to discuss what they can do	14/11/2017	Y
13/11/2017	High Street	Paint street furniture	Town Clerk	Currently down to post office. Also cleared litter whilst waiting for paint to dry. Straightened CAB sign in Jubilee Walk and washed notice board	14/11/2017	Y
20/11/2017	Manor Road.	Collect abandoned signage and roadwork paraphenalia	Cllr J Burns	Collected	21/11/2017	Y
20/11/2017	Keebles Yard, Queens Street	Cleared weeds and litter picked area	Town Clerk	Cleared	20/11/2017	Y
20/11/2017	Town Hall Car Park	Litter picked	Parish Handyman	Cleared	20/11/2017	Y
20/11/2017	Howe Road bottle bank	Cleared dumped bottles into bottle bank	Parish Handyman	Cleared	20/11/2017	Y

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21/11/2017	Manor Farm Close, Hamlet Road	Remove dumped weeds from frontage and check area for litter/weeds	Town Clerk	Cleared dumped weeds and cleared leaves along bus stop in Hamlet Road	21/11/2017	Y
22/11/2017	Sturmer Road	Remove plastic dangling from tree over road	Town Clerk	Cleared	22/11/2017	Y
22/11/2017	Reeds Lane	Litter pick	Parish Handyman	Cleared	22/11/2017	Y
22/11/2017	Railway Walk - Howe Road to ETP	Litter pick	Parish Handyman	Cleared	22/11/2017	Y
23/11/2017	Wratting Road	Late night shopping sign over in wind	Parish Handyman	Re-erected	23/11/2017	Y
23/11/2017	Strasbourg Square	weed flower beds in centre and around steps	Parish Handyman	Complete	23/11/2017	Y
23/11/2017	Bevan House & Leiston Centre	Litter pick	Parish Handyman	Complete	23/11/2017	Y
23/11/2017	Leiston Shops bottle bank	Clear broken glass	Parish Handyman	Cleared	23/11/2017	Y
23/11/2007	Brybank Road shops	Litter pick	Parish Handyman	Cleared	23/11/2017	Y
27/11/2017	Market Square	rubbed down blue street furniture in readiness for repainting	Town Clerk	Complete, ready for painting	27/11/2017	Y
28/11/2017	Jubilee Walk	Measure up bollards and cycle hoops for dimensions, to enable new ones to be constructed	Town Clerk	Complete	28/11/2017	Y
29/11/2017	Market Square	Paint Borough street assets blue	Town Clerk	Boxes and lamp columns on Market Square painted, two off the square to complete	04/12/2017	Y
30/11/2017	Arts Centre	Clear weeds from light well courtyard	Parish Handyman	Cleared	30/11/2017	Y
04/12/2017	Haverhill	Collect in Craft Fair posters	Parish Handyman	Completed	04/12/2017	Y
04/12/2017	Quakers Lane	Clear leaves and mud	Parish Handyman	Complete	04/12/2017	Y
06/12/2017	Leston Centre	Replace ceiling tiles	Operations Manager	Complete	06/12/2017	Y
06/12/2017	Around Town	Collect up 2x diversion signage not collected by contractors after fireworks	Nick Keeble	Collected	06/12/2017	Y
11/12/2017	Eringshausen Road	Over hanging branch	Cllr T Brown	Removed	12/12/2017	Y
11/12/2017	Arts Centre	Cleared bin store and spread grit	Parish Handyman	Completed	11/12/2017	Y
11/12/2017	Old Rope Walk, Burton End	Replenished grit bin to 1/4 full	Cllr Byrne	Completed	11/12/2017	Y
12/12/2017	Shardlow Road	Clear grass from highways gulleys	Cllr Bramwell	Completed	12/12/2017	Y
12/12/2017	Quakers Lane	Litter Picked	Parish Handyman	Completed	12/12/2017	Y

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12/12/2017	Arts Centre	Repair gdownpipe in lightwell	Nick Keeble			
14/12/2017	Various	Take photos of grit bin locations	Town Clerk	Completed	14/12/2017	Y
14/12/2017	Bevan House	Weed rear of Bevan House	Town Clerk	Weeds been burnt	15/12/2017	Y
04/01/2018	Arts Centre	Remove Panto banners	Town Clerk	Done	05/01/2018	Y
04/01/2018	Leiston Centre	Clear up litter around the centre	Parish Handyman	Complete	04/01/2018	Y
04/01/2018	Leiston Road Bottle Bank	Report bin full	Parish Handyman	Cleared	04/01/2018	Y
09/01/2018	High Street Alleyways	Check for litter	Parish Handyman	Complete	09/01/2018	Y
10/01/2018	Arts Centre	Make good the display boards following local art exhibition in Art Centre Café.	Town Clerk	Underway.		

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