



## LEISURE & COMMUNITY COMMITTEE

**Tuesday 17 September 2013 at 7.00pm in The Studio, Haverhill Arts Centre, High Street, Haverhill**

**Present:** Chair: Town Councillor: **P Hanlon**  
Town Councillors: **E Goody, B McLatchy and G Stroud**

**By invitation:** Town Councillors: **R André, C Turner**  
**Nick Keeble, Arts & Leisure Manager, Haverhill Town Council**

**Six members of the public were present.**

### **MINUTES**

### **ACTION**

1. **Apologies for Absence**  
Apologies for absence had been received from Cllrs Ager and Byrne.
  
4. **Declarations of Interest**  
Cllr McLatchy declared an interest in the grant application from the Haverhill Community Wellbeing Fund at item 6, as Chair of the Fund. The Clerk advised that she could speak as a member of the public at item 5, but should leave the meeting for the duration of the discussion and decision at item 6.
  
3. **Minutes of the Last Meeting**  
The minutes of the meeting held on 2 July 2013 were agreed as a true record.
  
4. **Matters Arising**  
The Clerk advised that the Borough Council had given reassurances about continued support for the CATRA picnic.
  
5. **For Members with Prejudicial Interests and/or Members of the Public to Speak on Matters on the Agenda**  
Borough Cllr Gordon Cox spoke in respect of item 9 on the agenda. He gave a brief history of the previous town clock and suggested a basic clock design in a 'monolith' style and inclusion of the CB9 logo. He preferred Jubilee Walk as the location and asked whether a second clock could be installed in Queen St adjacent to Queens Square. The design should be in keeping with the conservation area.  
  
Cllr Cox also spoke regarding item 10. He had previously requested a grit bin at a location in Deben Road as this was accessible and would serve the area well. The Clerk advised that this was included in the current list of proposed locations.  
  
John Burns spoke in respect of item 8. His uncle had died in World War I, and he had found that people like him were remembered in cemeteries in France, but not on memorials in the UK. It was important to consider not only key dates for commemoration, but also the areas that people from Haverhill were affected by. He asked that the History Group be requested to investigate. He added that more had died as a result of the war after the war than during it.  
  
Cllr McLatchy spoke as a member of the public in respect of a grant

application from the Haverhill Community Wellbeing Fund to be considered at item 6. She said that although there was no hospital in Haverhill, diagnostic equipment was the next best thing. The Camps Road Health Centre had been refurbished this year and hospitals bring their own equipment when running services from there. It would be better if equipment was based there. She also said she hoped to set up a Haver-well-loved group to improve community services, and referred to the successful launch of the Synergy Café.

## 6. To Determine Current Grant Applications

Cllr McLatchy left the meeting for the duration of the discussion and decision in respect on the application below from the Haverhill Community Wellbeing Fund.

The Committee agreed the following grant applications:

<b>Organisation Name</b>	<b>Amount Requested</b>	<b>Amount Awarded</b>
Avenues East (formerly OPTUA)	<b>£400.00</b>	<b>£400.00</b>
Castle Manor Academy	<b>£500.00</b>	<b>Application declined</b>
Haverhill & District University of the Third Age (U3A)	<b>£300.00</b>	<b>£300.00</b>
Haverhill & District University of the Third Age (U3A)	<b>£300.00</b>	<b>£300.00</b>
Haverhill Chamber of Commerce and Industry	<b>£350.00</b>	<b>£350.00</b>
Haverhill Community Wellbeing Fund	<b>£max</b>	<b>£500.00</b>
Haverhill Townswomen's Guild	<b>£400.00</b>	<b>£400.00</b>
KICS – Residents Association	<b>£250.00</b>	<b>£250.00</b>
Suffolk Accident Rescue Service (SARS)	<b>£400.00</b>	<b>£700.00</b>

In declining the application from Castle Manor Academy, councillors referred to the extent of funding granted to the Castle Partnership in the recent past – six applications totalling £2,125 since the start of 2012. Councillors requested that no further applications are made in this financial year by the Partnership.

## 7. To Receive a Report on Recent and Future Activities

Nick Keeble (NK) summarised the report attached to these minutes, detailing the summer events for 2013, concerns about funding for 2014, and the potential future arrangements for the Summer Bash.

Cllr Stroud asked whether businesses could be approached for sponsorship of next year's events. NK said this could be pursued and it would be interesting to see the response.

Cllr Goody said that he would be upset if summer events had to be reduced and would prefer to see an increase in Council Tax if this proved necessary to maintain them.

Cllr Turner suggested that the over-recovery of interest so far this year could

be used to meet the shortfall. The Town Clerk advised that this could be considered if the overall budgetary position allowed, but that it would only cater for one year.

Cllr McLatchy said she did not agree that a rise in Council Tax was preferable.

Cllr Hanlon said that it was important that the events should continue as they bring the community together.

Cllr Goody thanked NK for his hard work.

Cllr Stroud said that he had enjoyed those events he had attended in 2013 and others had too. He said that free entry to the public should be maintained.

NK reported on the brochures for forthcoming events and cinema. The Halloween event would be on 1 November, and a lights 'switch-on' was being considered for the Family Christmas night. He reported that these were difficult times for the Arts Centre in terms of attendances, although this was common to other venues. The new projector and event cinema in particular were proving successful, and private hires such as wedding receptions were helping to maintain income.

Cllr Goody asked whether the warm weather had affected cinema attendances over the summer. NK said that it was more likely that the films on offer were not the most popular, and that better films were being shown in the forthcoming months.

NK referred to a letter received from a regular cinema attendee, Mr D Wendell, who had offered both positive feedback, particularly in respect of event cinema, and constructive comments.

#### **8. Options for the Centenary Commemoration of the Commencement of the First World War**

The Town Clerk introduced this item and referred to the note attached to these minutes, outlining options for commemoration of the centenary of the commencement of WWI in 2014.

NK said that the Family History Group had expressed an interest in being involved, and that the idea of theming next year's vehicle rally around WWI would be discussed with the organisers.

Cllr Goody reminded the Committee that WWI lasted for four years. He asked whether the roll of honour could be reviewed and displayed.

Cllr Stroud said that he would like to see the Remembrance Day service revert to 11.00am. Cllr Turner remarked that councillors in Haverhill would not then be able to attend services in Bury or Ipswich.

Cllr Stroud said he liked the idea of poppy planting as a commemorative activity.

Cllr McLatchy said she thought amateur dramatic societies might get involved in a WWI themed vehicle rally.

The Town Clerk said that proposals would be developed and brought to a future meeting.

**9. Haverhill Town Clock**

The Town Clerk introduced this item and referred to the note attached to these minutes, outlining options for the style, location and installation of a Haverhill Town Clock.

Cllr Stroud suggested that a clock could be installed quickly, with later addition of sculptural artwork.

Cllr Goody said that he liked the 'monolith' style clock, with children's artwork included.

Cllr McLatchy said she supported youth involvement in the project.

Cllr Stroud said that the bus shelters would include real-time passenger information eventually, and that artwork would be a better addition to a clock design than this type of information.

Cllr Hanlon said that as a member of PATCH, he had been impressed with Neil Williams' work and the involvement of children.

Councillors approved the engagement of Neil Williams of Samuel Ward Academy to oversee a design project involving all Haverhill schools, with installation by Easter 2013. They further agreed a maximum £10,000 budget for the project, and that the location be considered once designs were available.

**10. Grit Bins**

The Town Clerk introduced this item and referred to the note attached to these minutes, outlining demand for grit bins that exceeded the available budget by an estimated £2,000.

Councillors agreed that £2,000 should be transferred from a specific earmarked reserve to meet the shortfall.

**8. Closure**

The meeting was closed at 8.49pm.

## **SUMMER IN HAVERHILL 2013**

Report to Leisure and Community Committee

17 September 2013

The programme of Summer activities in Haverhill is well established and Haverhill Town Council have played a lead role in developing a range of events, most of which are free to attend. In recent years the Town Council have taken on events which were originated by other groups and organisations but were likely to not happen again through withdrawal of funding or cuts in delivery. The Town Council works with a number of partners to deliver the programme and currently accesses funding from other sources in order to keep the events free. The total attendance at free events was more than 21,000.

This report will briefly run through the events which took place over summer 2013 detailing the numbers who attended. It will then look at costs and how the possible funding cuts may affect the ability to deliver the programme as well as the future of Summer Bash event.

Sunday 14 July

### **HAVERHILL HISTORIC TRANSPORT RALLY**

Venue: Town Hall Car Park Attendance: c.2000

Partners: Historic Commercial Vehicle Association (East Anglia), St Edmundsbury Borough Council

Sunday 21 July

### **HAVERHILL SUMMER BASH 2013**

Venue: Recreation Ground Attendance: c.7000

Partners: Haverhill Businesses and volunteers plus 30 local groups and organisations

Wednesday 24 July

### **THE BIG DAY OUT**

Venue: Haverhill Recreation Ground Attendance: 2300

Partners: 20 local organisations, agencies

Wednesday 31 July

### **PUDDLEBROOK FUN DAY**

Venue: Puddlebrook Playing Fields Attendance: 600

Partners: Dizzy Ducks Nursery, Abbeycroft Leisure, St Edmundsbury Ranger Service

Thursday 1 August

### **STREET JAM**

Venue: Market Square Attendance: 300

Partners: St Edmundsbury Borough Council, Suffolk County Council, numerous organisations

Saturday 3 August

### **TRIBUTE NIGHT**

Venue: Market Square Attendance: 2500

Wednesday 7 August

### **CHALKSTONE FUN DAY**

Venue: The New Croft Attendance: 1200

Partners: Haverhill Community Sports Association, Abbeycroft Leisure, Oral Health Service

Wednesday 14 August

### **PICNIC IN THE PARK**

Venue: East Town Park Attendance: 1300

Partners: St Edmundsbury Ranger Service, Abbeycroft, Oral Health, Healthwatch

Saturday 17 August

### **TRIBUTE NIGHT**

Venue: Market Square Attendance: c.2500

Wednesday 21 August

### **PARKWAY FUN DAY**

Venue: Haverhill Rugby Club Attendance: 1400

Partners: St Edmundsbury Borough Council, Parkway Residents Association, Abbeycroft, St Edmundsbury Ranger Service, numerous community and health groups

Other events organised or sponsored by Haverhill Town Council during the summer period attracted more than 2500 people.

### **Funding free events**

The Tribute Nights are funded by Haverhill Town Council and The Summer Bash was self-financing this year. The Big Day Out, Community Fun Days and Street Jam are grant aided from other sources. The table below shows the 2013 sources of funding for these events (figures are provisional)

<b>Event /Funder</b>	<b>One Haverhill</b>	<b>Activities for All</b>	<b>Haverhill Town Council</b>	<b>Other</b>	<b>Total</b>
<b>Big Day Out</b>	2250	1500	3550	1000	8300
<b>Summer Fun Days</b>	2400	2550	2750	550	8250
<b>Street Jam</b>	1000	600	600	800	3000
<b>Total</b>	£5650	£4650	£6900	£2350	£19550

In April 2013 *Activities for All* funding that was previously available to Community projects was given directly to schools by Suffolk County as part of their annual budget – part of the Pupil Premium. While there may be some funding alternative, it is by no means guaranteed that it will be available in 2014 and after.

Your officers plan to write to local schools to make them aware of the success of the summer holiday activities and request funding from their *Activities for All* allocation.

An Application will also be made to One Haverhill for continued funding of large scale community activities.

Should either or both of these applications be turned down then this could mean a shortfall of £10000 for Summer in Haverhill 2014.

From April 2014, options such as the following may need to be considered:

- Reducing the number of fun days – each costs approximately £2000 to run
- Finding partners with access to funding to assist in the organisation of the Fun Days. This model was used for the Parkway Fun Day this year.
- Charging £1 per child for activities at the Big Day Out and the Fun Days would bring in £4000 if the attendance levels were the same as in 2013.
- Adding £10000 to the Council Tax – the current equivalent of £1.44 per band D tax.

### **Summer Bash 2013**

This event joined together the Town Council's Big Bash with a new show for Haverhill which was proposed by a group of business people from within the town. The two partners took on different roles in organising the event. The Town Council were 'logistics' - booking space, organising infrastructure and event plans, providing the licence and the insurance and on the day stewarding, acting as treasurer as well as bringing in the local organisations. The new group brought in sponsorship, sorted catering, trade stands, organised music, dance and displays, raffle, programmes and marketing.

The resulting event attracted around 7000 people and was considered a success. There were, of course, some hitches and things that could have been done better. For year 2, it is proposed

that the Town Council continue some involvement with the event as the business group forms and develops. It is proposed that they:

- Form themselves into a fully constituted group
- Take on the finances of the event
- Source extra volunteers to work on the day

It is proposed that the Town Council retain a logistical role providing the licence, insurance, event planning and on the day stewarding and oversee the liaison with the community groups. The event will also provide free space for Haverhill based voluntary groups to raise funds and promote what they do.

There are still one or two outstanding bills but it can be confirmed that the event raised between £3.5k and £4k for local good causes.

## Report for item 8 - WWI Centenary Commemoration

28 July 2014 marks the centenary of the commencement of World War I, and councillors are asked to consider how the Town Council might mark this event.

St Edmundsbury Borough Council is considering a service in Bury St Edmunds Cathedral on a date to be confirmed, and has no plans for an event in Haverhill. Ideas received to date for Town Council sponsored commemorations include:

- A commemorative parade and service
- A memorial garden
- A commemorative tree-planting
- An artwork installation such as a stained glass window
- Coach trips to French cemeteries

Views on these ideas, and other suggestions are sought. A budget of, say, £5,000 could be made available, although this could be supplemented if combined with other existing projects/initiatives.

## Report for item 9 - Haverhill Town Clock

At the 29 August meeting of the Haverhill Area Working Party, a proposal to reinstate a town clock in the vicinity of the Bus Station was considered. Members were advised that this longstanding commitment by the Borough Council was combined with a wider project to introduce 'real time' bus passenger information, which will not be delivered until 2015 at the earliest. Town Council representatives present agreed to pursue the clock element of this project separately with a view to providing one at an earlier date.

A previous clock, dedicated to former Town Clerk William Blake, was removed by St Edmundsbury BC from Jubilee Walk prior to its redevelopment. The intention was to reinstate it but it was subsequently found to be damaged beyond repair. The clock and commemorative plaque were discarded as a consequence.

Councillors are asked to consider:

**Possible locations.** The only essential requirement is that the clock should be visible from the Bus Station, although it is desirable that it is installed where it can also be seen from the High Street. Four possible locations are shown as red dots below:





The Borough Council appears amenable to the location within the Bus Station which they own. They can also provide a power supply. The other three locations are public highway, with siting and power subject to County Council approval.

**The extent of community involvement.** Community input is of course desirable, but an extensive programme of engagement will take time, and will produce a multitude of ideas for design, locations, etc. Recent press coverage has elicited a range of responses that provide a sense of the community feeling. This can be summarised as follows:

- The majority are in favour of the installation of a clock, although there are some who consider it to be a waste of public funds
- The primary requirement is that the clock should serve bus passengers, although one correspondent has suggested it be added to the Spirit of Enterprise sculpture
- There is no clear view on the preferred design – some are content with a ‘clock on a pole’, some would like to see a more artistic design, and some a clock tower design. There is general agreement that some form of information could usefully be incorporated, such as a town centre map

A Borough Councillor asked that Neil Williams, Head of Art at Samuel Ward Academy, be contacted to ask whether the school could be involved. A written request has yet to receive a reply. A student at Samuel Ward has asked whether he can be involved in the clock initiative as part of his Design Technology project. This can be accommodated provided it does not cause undue delays to the installation.

**Style.** Setting aside any artistic input into the design, the basic style of a clock is likely to be either a two or three-sided clock on a pole, or a ‘monolith’ style clock tower. Examples are:



The advantage of a three or four-sided clock is that it can be seen from all angles.

**Cost.** Estimates from suppliers range from £3,500 to £5,000 depending on the complexity and detail involved. It is likely that the cost would rise to somewhere in the region of £10,000 for a bespoke design for Haverhill. Maintenance costs are estimated at £300 per annum.

An earmarked reserve is available for the capital cost of installation.

## **Report for item 10 - Grit Bins**

The Town Council currently allocates a budget of £2,000 per annum for grit bin installation. At current prices each bin with a minimal amount of salt to weigh it down following installation costs in the region of £125. Thus the budget provides for a maximum of 16 bins.

At present the waiting list for grit bins stands at 33 requests, at a total estimated cost of £4,000. The success of this scheme has generated additional demand, although it is not clear at this time whether this higher level of demand will continue.

It is proposed that the additional cost be funded from an earmarked reserve for grit bins which stands at £2,270. Future budgetary requirements will be considered when setting the 2014/15 budget. At that time the level of future demand will be clearer.