

LEISURE & COMMUNITY COMMITTEE

Tuesday 19th November 2013 at 6.00pm in The Studio, Haverhill Arts Centre, High Street, Haverhill

Present: Chair: Town Councillor: P Hanlon
Town Councillors: M Byrne, B McLatchy and G Stroud

By invitation: 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 Goody and Russo.
4. **Declarations of Interest**
Cllr Byrne declared an interest in the Women's Refuge grant application at item 6, as a committee director at the Refuge. 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 17 September 2013 were agreed as a true record.
4. **Matters Arising**
The Clerk advised that 29 grit bins had been installed. The price paid had been lower than anticipated, and this meant a small number of additional bins could be installed.
5. **For Members with Prejudicial Interests and/or Members of the Public to Speak on Matters on the Agenda**
John Burns said that the area between the Post Office and Aldi was covered in leaves and was very slippery. The Clerk said he would report this to the Waste Management team at the Borough Council.

Cllr Byrne spoke as a member of the public in respect of the grant application from the Women's Refuge (item 6). She said she was a Board Director, and worked closely with the organisation. Although based in Bury St Edmunds the Refuge catered for Haverhill women and families. It had good play equipment but the shed in which it was contained was falling down. The Refuge was also seeking to improve its promotional activity using leaflets and cards, and this meant ongoing print costs. Their grant application for £500 was to cover all of these items.
6. **To Receive a Report on Recent and Future Activities**
Nick Keeble reported on recent Town Council activities and events:
 - The main highlight was the Halloween Trail, which had taken place on 1 November. The weather had held up despite poor forecasts
 - 2500-3000 people had attended and the feedback had been very positive, particularly as the event had been more interactive in recent years. It

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included 'zombie avenue' featuring zombies from Southend (drama school students), a moving and fire-breathing dragon, and fire dance acts

- It was a tremendously popular event with a strong community feel and attracted people of all ages
- It remained a challenge to keep it fresh and new, and there may be attempts to involve more local companies and people in future
- There had been a collection after the event for the Friends of East Town Park that raised a few hundred pounds

Nick also reported on events at Haverhill Arts Centre:

It had been a difficult time for cinema, although this was part of a nationwide pattern, due to a lack of very popular releases. Better films were on the horizon however.

Event cinema, conversely, had proved very popular. David Tennant and the Bolshoi Ballet were amongst those who had 'appeared' live at the Arts Centre. War Horse was to follow, including a specific schools showing. Overall the picture was better than reported at the last meeting. Box Office income in October had been the best month for many years, and the pantomime was selling well. The pantomime was linking well with the community, working with a local dance group and providing Snow White to switch on the Christmas lights

Nick circulated the winter brochure for Town Council events, which included some Arts Centre and community events. The main difference this year would be a lights 'switch on' on Family Christmas Night on 6th December, something that had not been possible previously. The evening would run from 5.30pm to 8.00pm, culminating with the firework display. The lights switch on was to be at 6.30pm. Schools had been involved, with pupils designing lights for a new display on the Market Square. The winning designs would get their own individual switch on, and had received a presentation of certificates from the Mayor on the day before the Committee meeting. There would also be new lights on the trees alongside the church and on the Christmas tree. The event would include fairground rides, street entertainment and community stalls as usual. Overall the theme this year would be lights.

Nick summarised the remaining events included in the brochure, which he said would be distributed with the Haverhill Weekly News and via schools.

Nick reported that the next Arts Centre brochure was being finalised, including popular comedian Jon Richardson.

Cllr Byrne asked whether there would be a market as usual on 6th December. Nick advised that there would.

Cllr G Stroud said he had received really good feedback from the Halloween event, and congratulated Nick and his team.

Cllr McLatchy said she had heard the same about Halloween, and that the brochure was very good. She asked whether a Dickensian theme could be considered next year. Nick said this could be looked at.

Cllr Byrne said that the new ideas were fantastic, but the Council needed to consider the financial position. She hoped that the events could live on for years to come despite the Borough Council, and that she was very proud of Nick and his team.

Cllr G Stroud asked whether businesses had been approached for sponsorship. Nick said not as yet, but that we would look to learn for next year.

Cllr Byrne said that the lights theme was great, and asked whether we owned the lights. Nick said that the Council was approaching the end of a three year scheme, many of the lights were owned and could be retained but a new scheme, funded from an earmarked reserve, would allow some new options to be pursued.

Cllr Hanlon asked why the turnout for late night shopping seemed to have reduced. Nick said that this could simply be the changing nature of shopping. The Clerk advised that he considered that the Council provides the right environment for retailers on Family Christmas Night, including a very large number of visitors to the town centre.

Cllr Hanlon thanked Nick for his efforts and said that the Christmas event looked very good.

7. To Determine Current Grant Applications

Cllr Byrne 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:

Organisation Name	Amount Requested	Amount Awarded
Haverhill & District Gateway Club	£400.00	£400.00
BSE Women's Aid Centre Ltd	£500.00	£500.00
Haverhill Running Club	£350.00	£350.00

Councillors asked that all applicants be advised to seek alternative funding sources in addition to the Town Council grants scheme, and to take advice from Community Action Suffolk on funding.

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8. Financial report - Haverhill Arts Centre and Haverhill Arts & Leisure

The Clerk outlined the financial position as at 31 October 2013 and a financial report was circulated. Councillors noted the position and made the following points:

- Cllr Hanlon asked why subjective codes 1004 and 4030 were overspent. The Clerk said he would advise by email, pointed out that these were very small amounts indeed in cash terms and by comparison with overall budgets
- Cllr G Stroud asked whether further income was anticipated against subjective code 1616. The Clerk said that there may be some to be transferred from elsewhere in the Council's accounts, but did not anticipate further new income
- Cllr Byrne asked whether the cost of fireworks was included in subjective code 4626. The Clerk advised that it was
- Cllr McLatchy offered her congratulations to the Clerk and his staff

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9. Haverhill Town Clock

The Town Clerk introduced this item and summarised the position as follows:

- The draft design had been agreed at Full Council in October
- Samuel Ward Academy were producing more formal drawings taking account of requested changes – a stainless steel ‘crown’, internal lighting and larger clock faces
- All schools had been contacted to help with production on Sunday mornings as with the ‘Head’ sculpture
- The clock mechanism with remote control being was being sourced by Samuel Ward, and the Clerk had passed some supplier names to them
- The Clerk was obtaining quotes from structural engineers to produce accredited structural drawings (for both the structure and the groundworks) that need approval by Suffolk County Council
- The exact location remained to be finalised but would be somewhere between the green area and the large planter in Jubilee Walk
- The aim was to have final designs and approvals by January, by which time production should be well under way
- Installation by Easter was expected

Cllr Byrne asked whether the Town Council logo would be incorporated and whether William Blake was to be recognised. The Clerk advised that the design would incorporate the logo as resolved by Full Council, but that no instruction had been given in respect of William Blake. There could be consideration of other ways of commemorating his achievements.

Cllr McLatchy asked whether Matthew Hancock MP could be involved. The Clerk said he would seek to involve him via his next surgery in Haverhill, along with schools.

Cllr Hanlon asked that Neil Williams at Samuel Ward Academy be kept up-to-date. The Clerk said that he was already in regular contact with Neil.

10. Options for the Centenary Commemoration of the Commencement of the First World War

The Town Clerk introduced this item and summarised activities proposed to commemorate the centenary of the commencement of the First World War. A number of initiatives were now being pursued, including:

- Commemorative poppy seed sowing. The intention was to purchase 5,000 packets of poppy seeds for distribution to schools, public and Haverhill in Bloom. The Clerk had also asked the Council’s planting supplier to incorporate poppy theme into summer planting. Haverhill was the first council to have approached them with an idea like this, but it had generated a lot of interest. Highways approval was under negotiation, as there was potential for interference with grass cutting. This may mean that specific sowing areas would need to be designated
- The Family History Group and the History Group were meeting with the Council on the day after Committee to consider a project commemorating wars. Options for what this might comprise would be considered then
- The Vehicle Rally organisers had been approached as previously suggested to incorporate a WWI theme into next year’s rally. They had said they would do this but had a limited number of appropriate vehicles
- The delayed flag festival could now incorporate a WWI theme in addition to the seasonal designs already produced
- Nick Keeble was looking at shows for inclusion in next year’s Arts Centre

programme. Plenty were on offer but there was a need to narrow down the choice to those that were considered appropriate to Haverhill

Cllr McLatchy said that the performance of War Horse was an excellent tribute, and that a horse theme to the commemoration would be good.

Cllr G Stroud asked whether the Air and Army Cadets could be approached to plant areas near their base. The Clerk said this would be pursued.

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8. Closure

The meeting was closed at 7.16pm.