

# Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

## LEISURE & COMMUNITY COMMITTEE

Held on Tuesday 3<sup>rd</sup> May 2016 at 7.30pm at Haverhill Arts Centre,  
Haverhill



**HAVERHILL**  
TOWN COUNCIL

**Present:** Mayor Councillor B McLatchy  
Councillor J Burns (Vice-Chairman)  
Councillor A Brown  
Councillor P Hanlon  
Councillor A Williams  
Councillor W Yang

**Apologies:** Councillor M Byrne  
Councillor P Fox

**Absent:** None

**In Attendance:** Councillor Q Fox  
Councillor B Robbins  
Councillor I McLatchy  
Councillor D Roach  
Colin Poole (Town Clerk)  
Nick Keeble (Arts and Leisure Manager)

4 members of the public were present.

### Welcome:

The Mayor welcomed everyone to the meeting and advised members of the public attending that the meeting was being recorded.

## MINUTES

### LC16 Apologies for Absence

/029 The above apologies were noted.

### LC16 Declarations of Interest and requests for Dispensations

/030 None.

### LC16 Minutes of the Last Meeting

/031 It was proposed by Councillor P Hanlon, seconded by Councillor J Burns, that the minutes of the meeting held on 8<sup>th</sup> March 2016 be agreed as a true record.

**RESOLVED**

### LC16 Matters Arising

/032 LC16/018: Cllr J Burns asked for an update on sponsorship for the High Street Planters. The Clerk confirmed that businesses would not be invoiced until we got confirmation of a delivery date for the planters.

LC16/022: The Clerk confirmed that scanning grant reports to create PDF copies and emailing them to Members was possible, but at an expense to the public purse in terms of staff time. Councillors were welcome to come into the

## ACTION

office and inspect grant reports in full.

CL16/025: The Clerk was still awaiting some responses from Councillors regarding manning a market stall. One of the six sessions was fully staffed, the other 5 were not yet staffed sufficiently to run.

**LC16 Public Forum**

**/033** No member of the public asked to speak during the Forum.

**LC16 Determination of current grant applications**

**/034** The Committee determined the following grants

Organisation Name	Purpose of funding	Amount Requested	History of Previous HTC Grant Awards	Amount Awarded
Haverhill Art Group	Support Costs	£300.00	2015 - £400 2015 – AGM - £200 2014 - £300 2014 - £400 2013 – AGM - £200	£300, subject to completion of their application form.
REACH Community Projects	Seeking assistance with the running costs of the Resource Centre for the forthcoming year.	£5,000.00	2015 - £5000 2015 - £960	£5,000
Haverhill & District Twin Towns Assoc	Contribution to costs of trips and events.	£1,000.00	2015 - £1,000 2014 - £1,000 2013 - £1,000	£1,000, subject to completion of their application form.
Wednesday for Women	Support towards Hall hire, workshops and general running costs	£800.00	2015 - £400 2014 - £4,000 2013 - £4,000	£800, subject to agreement to attend a meeting and give a verbal report.

Councillors noted that some of the grant applications had sections that were incomplete. These need to be completed before funds are released.

Councillors asked that the Town Twinning Association secure more press coverage of their visit whilst the visit is happening, rather than it be reported only afterwards.

Councillors asked that Wednesday for Women provide a verbal report to Councillors explaining more about what they do.

***Councillor W Yang arrived***

**LC16 Reports from Grant Recipients**

- /035**
- a) Haverhill Silver Band: The Clerk read the report submitted. The Meeting noted the band was the highest ranked in East Anglia.
  - b) Haverhill Art Group: The Clerk read the report submitted. The Meeting was pleased to see the group growing in size and using the Arts Centre facilities.
  - c) Reach: Mr Henry Wilson gave a report on the work of Reach. Councillors thanked REACH for all the work they do for people in the town.

**LC16 Community Ambassador's Report**

**/036** The Clerk apologised that no report was available, but will be attached to the minutes – See appendix 3. The Mayor commented that she had attended a recent Community Ambassador event with the Academies and it was very well organised.

**LC16 Parish Handyman Report**

**/037** The Clerk advised that MR Michael Hannon had commenced work this day in the role of Parish Handyman. A vehicle had been purchased and tools bought. The vehicle will be kept in a locked garage. The Clerk reminded the meeting that the work of the Parish Handyman was almost entirely on land that did not belong to the Council and upon which it had no responsibility to maintain or clear weeds/litter. This was entirely voluntary by the Council in order that the people of Haverhill had a better living environment. Therefore reporting of issues should be done exactly as before, to give the proper authorities time to react. If Councillors spotted problems within the capability of the Handyman, they should be reported via the Clerk to be added to the job list.

After his induction, the Handyman had immediately tackled the litter in the immediate vicinity of the Arts Centre and removed flyposting from the Cleales Car Park which had been there since September 2015.

The Mayor asked that the area around the cat statue in Jubilee Walk be cleaned.

**LC16 Youth Strategy Report**

**/038** See appendix 1

**LC16 Volunteering in Haverhill**

**/039** Councillors welcomed the proposals for a Volunteering Summit in September, to investigate how well voluntary and community groups are able to recruit new volunteers locally, following the changes to volunteering strategies in Suffolk. It was proposed by Councillor A Brown, seconded by Councillor J Burns, that the Clerk works with Community Action Suffolk to organise the event.

**RESOLVED**

**LC16 Report on past and future Arts Centre and leisure activities**

**/026** The Arts and Leisure Manager tabled a report. See appendix 2. Councillors noted that the “Brassed Off” event already booked for 11<sup>th</sup> June meant that there was insufficient staffing resource to put on events for the Queen’s birthday on both the 11<sup>th</sup> and 12<sup>th</sup>, so the focus would be on the 12<sup>th</sup> with a “Street Party” either in Queens Street or on Market Hill.

There will be a parade as part of the Armed Forces Day event on 25<sup>th</sup> June. Councillors asked that work on replacing the “rocket” Arts Centre sign with a digital sign should not be forgotten.

Design work was needed to create a 3D version of the Council logo, so that it could be made into a sculpture. At the moment the logo is a 2D image.

**LC16 Date of Next Meeting**

**/027** It was noted that the next meeting would be held on 5<sup>th</sup> July 2016.

**LC16 Closure**

**/028** The meeting was declared closed at 9:11pm.

**CLERK**

Signed .....  
**Chairman**

Date .....

<b>Appendix 1</b>		
<b>Youth Strategy Update Report</b>		
<b>Recommendation</b>	<b>Last Action Reported</b>	<b>Update</b>
1 – On The Spot Van	Full Council was asked to approve funding the operation of the “On The Spot” Van	The van has been transferred to the Town Council and insured. There is a meeting this Friday with the lead Youth Worker to get the service recommenced.
2 – Social Media Project	Full Council was asked to approve the funds subject to the receipt of satisfactory proposals by a YAG Sub Group set up for the purposes of progressing this, including Young People.	A YAG Sub Group has been established to progress this, with the Borough leading on it, building on work being done with the local academies
3 – Youth Skills Project	Ongoing Project	Karen is designing a “signpost” project to provide opportunities to put forward to young people with additional needs
4 – Skate Park	Full Council was asked to approve the setting up of a YAG Sub Group including young people, tasked with bringing forward detailed project proposals	A public meeting was held last Friday – see separate report.
5 – Extend Arts Centre	The Council approved commissioning of concept design work	Awaiting response from architect
6 – Creative Arts Strategy	Full Council was asked to approve the creation of a YAG Sub Group including young people, to oversee the careful stewardship of funds in commissioning creative arts projects for young people and submitting bids for complementary funding.	A YAG Sub-Group has been set up under the auspices of the Art & Leisure Manager
7 – Chill-out Zone at Leisure Centre	Full Council was asked to approve the funding of a second weekly session at the Leisure Centre	We are in contact with the Leisure Centre and have asked them to bring forward proposals for additional resources and confirmation of the second weekly session
8 – Youth parliament	Full Council was asked to approve setting up a one-off pilot project to engage young people in decision making and recruiting members of the Sub-Groups to deliver the Youth Strategy.	We are working with Families and Communities at SCC, who have put us in contact with a person with a background in this work. Cllr P Fox is talking to them.
9 – Councillor Involvement	Full Council was asked to consider appointing Councillors to the YAG and/or specific Sub Groups.	Cllr P Fox attended the YAG, Cllr Fox and Cllr J Burns attended the skate park meeting

## Appendix 2

### ART & LEISURE MANAGER REPORT

#### PROJECTS FOR 2016

The dates for summer events are as follows:

**Sun 12 June -Queens Birthday Lunch**—public event in Haverhill Town Centre

**Wed 15 June –Sat 2 July - Haverhill Festival 2016** Venues: various

**Saturday 25 June - Armed Forces Day**  
Venue: Haverhill Market Square in association with Royal British Legion, Family History Group, St Marys Church and local uniformed groups

**Sunday 10 July - Historic Vehicle Rally**  
Venue: Town Hall Car Park in association with the Historical Commercial Vehicle Association

**Sunday 17 July - Summer Bash**  
Venue: Haverhill Recreation Ground assisting The Haverhill Summer Bash Committee

**Wednesday 27 July - Big Day Out**  
Venue: Haverhill Recreation Ground

**Wednesday 3 August – Picnic in the Park** Venue: East Town Park. In association with St Edmundsbury Borough Council Ranger Service

**Saturday 6 August – Tribute Night**  
Venue: Market Square with Abba and Motown

**Wednesday 10 August – Chalkstone Fun Day** Venue: The New Croft in association with Haverhill Community Sports Association

**Wednesday 17 August - Clements Fun Day** in Venue: Leiston Community Centre/Leiston Rd in association with REACH, Wednesdays for Women and The Children's Centre

**Saturday 20 August – Tribute Night**  
Venue: Market Square Party Night

#### ARTS CENTRE PROGRAMME

Attendances for the majority of live events has remained strong throughout March and April but have recently started to drop off.

The Arts Centre's first Easter pantomime sold out two performances and the same company are booked for four

performances of Treasure Island in April 2017.

Film which has been very successful is predicted to struggle over the summer and autumn as cinema always finds it difficult to complete with major sporting events such as the Euros and the Olympics.

Highlights of the forthcoming live programme include The Fureys, Jeremy Hardy, Barbara Dickson, Marty Wilde, Andre Rieu and LazyTown Live on Stage.

The Autumn season will see a very strong comedy line up which includes Shappi Khorsandi, Seann Walsh, Lucy Porter and Stephen K Amos.

#### EQUIPMENT UPGRADE AT THE ARTS CENTRE

As the final phase of the upgrade and refurbishment nears an end, users will see an improvement in the performance of the hand driers in the public loos. The cafe and bar will be fitted with new tills and reacting to customer demand, card readers will be installed in the café and the bar.

## Appendix 3

#### COMMUNITY AMBASSADOR REPORT

Since my last report The "Clean for the Queen" litter pick with the students of Castle Manor went ahead as planned in March and was a great success. One of the students wrote an article for the Haverhill Weekly News and the Echo generating further publicity for the Haverhill Community Ambassador team.

We had 3 Ambassadors who supported Havebury Housing in their "Clements Clean Up" campaign. The Ambassadors joined them for a litter pick around the Leiston Community Centre area on 13<sup>th</sup> April.

We will be joining forces with the Haverhill Befriending Scheme for a litter pick on 13<sup>th</sup>

May. The response so far to this event from the Ambassadors has been good. We also have a Borough Councillor who will be joining us to support the event.

In total we have 11 Ambassadors who have been "active" within the last 2 months. We have had 4 separate Ambassadors attend organized events so far.

Recruitment is progressing with an advertisement on do.it.org and a leaflet campaign being prepared along with preparations for a stall at the upcoming Haverhill Big Day Out.