

Haverhill Town Council



HAVERHILL
TOWN COUNCIL

Minutes of a Meeting of Haverhill Town Council's

LEISURE & COMMUNITY COMMITTEE

Held on Tuesday 4th July 2017 at 8.05pm at Haverhill Arts Centre,
Haverhill

Present: Councillor J Burns (Chairman)
Councillor P Fox (Vice-Chairman)
Councillor A Brown
Councillor M Byrne
Councillor P Hanlon
Councillor B McLatchy
Councillor D Roach
Councillor B Robbins
Councillor L Smith
Councillor A Williams
Councillor W Yang

Apologies: None

Absent: None

In Attendance: Colin Poole (Town Clerk)
Nick Keeble (Arts and Leisure Manager)

5 members of the public were present.

Welcome:

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

MINUTES

LC17 /043 Apologies for Absence
All Members were present.

LC17 /044 Declarations of Interest and requests for Dispensations

Cllr A Brown	Non-Pecuniary Interest	LC17/050 Haverhill Cricket Club, having done contracting work for them.
Cllr J Burns	Non-Pecuniary Interest	LC17/050 SARS, being a sponsor of a music festival raising money in aid of SARS.
Cllr L Smith	Non-Pecuniary Interest	LC17/052 Project Update, Pump Track, her spouse being Chairman of the project.

ACTION

LC17 Minutes of the Last Meeting

/045 It was proposed by Councillor P Hanlon, seconded by Councillor A Brown, that the minutes of the meeting held on 2nd May 2017 be agreed as a true record.

RESOLVED

LC17 Matters Arising

/046 None.

LC17 Public Forum

/047 Mr D Wendell updated the meeting on the Synergy Café. Sue Ryder Care is meeting with the Town Clerk on 14th July to discuss the future of the café.

LC17 Security at the Arts Centre and at Council Events

/048 The Clerk made a statement in view of concerns expressed on the Haverhill UK message board.

The Suffolk Community Resilience Forum exists to ensure everyone works together. The Town Council is a part of this and has received training for staff. The Arts centre is a designated emergency rest centre and has been used as such following a fire that dispossessed some residents. Our nominated contact was called and unlocked the building and the County team arrived with all the bedding etc that was needed. It worked very effectively.

In terms of terrorist acts, whilst Police advice is that Haverhill is not a high-profile site, we are conscious that the response to the Westminster attack was very swift and therefore terrorists may choose a softer target where the response is likely to be significantly less swift. We have had an internal meeting and reviewed our risk assessment for all events and our security policy, which will come forward in due course for adoption.

In terms of Arts Centre security, we do not propose changes that will impact on the customer experience. We will put a request on the Arts Centre website advising clientele not to bring unnecessary bags with them and we reserve the right to search bags. We are also reviewing processes for security lock-ins as well as our evacuation procedure.

If there are further developments requiring us to revisit our procedures, we will do so.

LC17 Report on past and future Arts Centre and leisure activities

/049 The Arts and Leisure Manager apologised for tabling his report. See appendix 2. In addition:

- a) We are making continual improvements – the IR hearing system is in. There is also a new sound system in the studio which the Chamber of Commerce used and found very good. We are adding additional lighting to the auditorium to light a dark section in front of the stage.
- b) The specification for a new website includes reflecting the customer feedback that it is our staff that really make the Arts Centre so popular.
- c) Councillor Burns congratulated Nick on the quality of entertainment at the Armed Forces Day event.

LC17 Determination of current grant applications

/050 The Committee determined the following grants

Organisation Name	Purpose of funding	Amount Requested	Amount Awarded
Air Cadets 1451 (Haverhill) Squadron	Purchase of an ISO container to store equipment	£3500.00	Deferred – the applicant is requested to attend a meeting to discuss this application.
Family History (Haverhill) Group	Haverhill People Exhibition at the Arts Centre.	£500.00	£500.00
Haverhill Art Group	To assist the group to meet ongoing costs associated with the provision of demonstrations and classes throughout the year and the cost of room hire at the Arts Centre.	£327.40	£327.40
Haverhill Cricket Club	Heavy Roller for pitch preparation	£3,250.00	£3250.00
Haverhill Silver Band	The attendance of the band at the 2017 All England Masters	£561.89	£561.89
Suffolk Accident Rescue Service (SARS)	Running costs including equipment and training for SARS critical care volunteers	£500.00	£500.00
Wednesday for Women	For support towards hall hire, workshops, crafts and activities	£800.00	£800.00

LC17 Reports from Grant Recipients

/051 The Clerk presented reports from

- a) Haverhill Silver Band
- b) Synergy Café
- c) St Mary's Church
- d) REACH

The reports were all accepted by the Committee

LC17 Projects Update

/052 The Clerk provided a verbal update on community projects:

- a) Pump Track – The tender document has been prepared and we are awaiting sign-off from the People's Health Trust and resident's committee before triggering this.
- b) Leiston Road shopping area improvements – The painting is well underway and this Friday, with assistance from Havebury personnel, we will cut each rail to size. The planters we were going to refurbish are apparently now scheduled for removal by the Borough.
- c) Leiston Centre acquisition – Concluded. The building belongs to us. The official hand-over takes place on 11th July.
- d) Digital Signage – The planning application is complete and will be submitted on 10th July now notice has been served on SCC Highways.
- e) Notice Boards – We are still awaiting advice from planning re whether we need permission for notice boards..

LC17 Parish Handyman Report

/053 The meeting accepted the report of the Parish Handyman, noting the wide range of works he had undertaken.

See Appendix 2

In addition, Councillor J Burns advised that the signage on the bypass is obscured by large overgrowth. This is outside the remit of the Parish Handyman but has been reported to SCC Highways.

LC17 Youth Strategy Report

/054 The meeting accepted the report on the Youth Strategy.

LC17 Youth Skill Project Report

/055 The report was table. The Clerk asked that Councillors take the time to read this report, which details the wide-ranging and excellent work Karen Chapple continues to deliver.

LC17 Date of Next Meeting

/056 It was noted that the next meeting would be held on 12th September 2017.

LC17 Closure

/057 The meeting was declared closed at 20:55pm.

Signed
Chairman

Date

Appendix 1 - Public Forum

See LC17/047

Appendix 2 – Reports

LC17/049 Arts & Leisure Report

Nick Keeble, Arts & Leisure Manager

LC17/053 Parish Handyman Report

28/03/2017	High Street	Repaint black street furniture - Bollards, street lighting columns, black boxes for lighting	Town Clerk	Underway - painting street bollards, lighting control boxes and the lower sections of lamp columns from the Royal Exchange down to the bench and light at Jubilee walk	11/05/2017	
06/04/2017	Bevan House	Clear top floor of Bevan House, tidy garage	Town Clerk	Completed, with assistance from Steve Marsh	13/04/2017	Y
15/05/2017	Brooks Service yard	Clearing Detrius from the alleyways	Town Clerk	Completed	15/05/2017	Y
15/05/2017	Jubilee Walk	Clearing litter	Town Clerk	Completed	15/05/2017	Y
15/05/2017	Bus Station Shelters	Clearing litter	Town Clerk	Completed	15/05/2017	Y
15/05/2017	Quakers Lane	Clearing litter	Parish Handyman	Completed	15/05/2017	Y
15/05/2017	Behind Hughes store	Clearing Litter	Parish Handyman	Completed	15/05/2017	Y
15/05/2017	Chapple Drive shop	Litter pick & clear bin of overflowing litter	Parish Handyman	Completed	15/05/2017	Y
16/05/2017	Arts Centre	Cut grass	Parish Handyman	Completed	16/05/2017	Y
16/05/2017	Cleales Car Park	Cut grass	Parish Handyman	Completed	16/05/2017	Y
16/05/2017	Duddery Hill from petrol station to the High Street	Litter pick	Parish Handyman	Completed	16/05/2017	Y
17/05/2017	Leiston Centre	Mop up and clean up following leak and ceiling damage to main hall	Operations Manager	Completed	17/05/2017	Y
18/05/2017	Leiston Centre	grass Cutting	Parish Handyman	Completed	18/05/2017	Y
18/05/2017	Leiston Centre	Take delivery of replacement fence sections for Leiston shop walkways	Town Clerk	Completed	18/05/2017	Y
18/05/2017	Leiston shops	Litter Pick	Parish	Completed	18/05/2017	Y

			Handyman			
05/06/2017	Leiston Centre	Painting replacement fence panels	Town Clerk	Underway - all sealing coats applied and second coat now going on	26/06/2017	

Recommendation	Last Action Reported	Update
----------------	----------------------	--------

05/06/2017	St Marys Church	Take down flagpole and replace cord on flagpole	St Mary's Church	Completed	07/06/2017	Y
07/06/2017	School Lane & Burton End	Cut back overgrowth of hedge and trees obscuring signage and clean road signs	ClIr Q Fox	Completed	04/07/2017	Y
26/06/2017	Town Hall Car Park	Sweep up glass around bottle bank	Resident	Completed	28/07/2017	Y
26/06/2017	Eden Road	Check highways gulleys and clear any blocked ones.	Resident @ Council stall, AFD	Gulley surface broken up but gulley appears solid with debris	28/06/2017	Y
30/06/2017	Bus Station Shelters	Clean shelters, clean phone box	Resident			
04/07/2017	Walkways between Bus Station and High Street	Clear weeds and litter.	Town Clerk			
04/07/2017	Keebles Yard	Clear weeds and litter.	Town Clerk			

LC17/054 Youth Strategy Update

1 – On The Spot Van	X-box installed and being used. One additional member of the team has been selected and is undergoing recruitment.	Team now up to 3 x staff. Level 1 & 2 training for youth works has been sourced and dates being found to deliver this. Visited Brandon on a goodwill visit at the request of the local Council. Now quoted for selling this service to them over the summer.
2 – Social Media Project	No change to report	
3 – Youth Skills Project	See Item 13 report below	See Item 13 report below
4 – Skate Park	HCSA have written formally to confirm they do not wish to pursue proposals regarding siting an urban sports facility at New Croft. We are investigating alternatives.	No further action to report
5 – Extend Arts Centre	No change to report	No change to report
6 – Creative Arts Strategy	The first project, on film-making, is starting soon.	
7 – Chill-out Zone at Leisure Centre	All equipment is installed and available for use. The Zone is being 'relaunched' and promoted.	Thursday evening for older ages not being well attended, but very good numbers for the Tuesday evening for young people and the new equipment being well used.
8 – Councillor Involvement	Ongoing	Ongoing

LC17/055 Youth Skills Project

Apprenticeships

Currently our apprenticeship opportunities to date are higher than this time last year. Although I feel in general they have slowed down and are not growing at the pace I would like. I put this down to the huge changes in apprenticeships nationwide. New qualifications are still waiting to be finalised in some business areas. With the introduction of the Levy there are still un-answered questions. When discussing this with staff members at Cambridge Regional College they shared that they had seen a slump but would expect things to pick up in April 2018.

Our project has now been running for nearly 4 years starting late September 2013. We have during this time advertised over 222 apprenticeship vacancies. We achieved 50 opportunities in our first year, 52 in our second year, 60 in the 3rd year and 60 so far as we approach the end of year 4.

I will continue to visit businesses and share the benefits of employing apprentices. As it is crucial that our young people have good local opportunities available to them. It is also beneficial for businesses to grow and mould young people to suit their business needs. Most businesses I speak to fully understand the benefits of employing young people and are keen to have the energy a young person will bring to their work force. In addition they appreciate the new up to date computer skills they will bring with them and share with other employees.

Schools / Events

I carried out several meetings with students from Samuel Ward Academy and managed to support them to take next steps. We have successfully managed to match some students to local vacancies.

We also shared our plan for Male Junior Signpost to the schools and asked them to refer suitable candidates, we had a good response.

We re-launched the Rob Maidment Enterprise Project on the 15th of May. Teams were given £50 and tasked with making the highest profit. They have developed business plans and team members were responsible for different job roles within their teams to help recognise their skills. The project will finish on the 15th July, on this day they will show case their product/service at the Youth Market. I am eager to see the results and hear how much profit they managed to produce.

Young people

Since the project began I have initially assessed hundreds of young people. The aim has been to support these young people to take next steps to encourage them to reach their goals and to reach their full potential. I feel working closely with schools, specialist youth workers and other organisations that deal with young people, ensures our able YP have clear organised pathways. They are very well informed and confident of the choices they have going forward.

Some of my case load often appear as returning clients. When things don't go according to plan or when they find themselves at a loss at what to do next.

One young man's apprenticeship come to an un-expected end. He contacted me in a panic as he had financial commitments that he couldn't meet. I managed to refer him to a local employer who had contacted me that same day to share that they desperately needed 3 new members of staff due to a new contract they had recently won. To his relief he was employed by the company the very next day.

Training

Pro ED ID Course

West Suffolk College delivered a Pro ED ID for the first time in Haverhill it ran for 2 days a week for an 8 week period it is for 16-18 year olds. The aim of the course was to improve confidence and it included a work experience element as well as a social project. This project was extended for an additional 2 weeks and will finish this week.

Signpost Projects

Adult 16-24 years

Our adult signpost group are at the moment attending our Jubilee Allotment Project we are working in partnership with the Royal Horticultural Society and Suffolk Mind. The group currently consists of between 6-10 attendees. They are very much enjoying this project and with their hard work they have made a real difference to this community allotment with some fabulous results.



Junior Signpost 13-16 years

Is aimed at improving the well-being of young people 13-16 who are suffering from anxiety or are struggling to form relationships.

We have now completed our 2nd Junior Signpost Programme using money ring fenced from One Haverhill Grants. We had a very high number of referrals. We have had over 17 regular attendees. We will now put on an additional 5 sessions over the summer holidays and try and build up on the skills they have learnt.

The second Junior Signpost Programme gained some positive feedback both from Parents and partner organisations.

Parent feedback

Feedback 1

G has learned how to interact with different age groups and learned new skills along the way,her favourite thing was flower arranging which she found out through doing this she was very good at,she has got so much more confident through doing this group,G doubts herself a lot,and this group has shown her she is good at doing a lot of things that she never believed in herself that she could achieve,with this group ,Georgia is growing into a much more confident young lady,we are very proud of her for what she has achieved and we can't thank this group enough,thankyou for all your hard work . Kind regards Lisa H

Feedback 2

I can't thank ladies running the signpost course enough. They have given my daughter a reason to be happy to leave the house and try new things. She suffers with severe anxiety however, apart from the 1st session, has never felt anxious about attending. I don't know how you do it but just wow! She normally struggles with social events but she often came back telling me how the adults boosted her confidence by commenting on how much they liked her hair cut/trainers, etc. She tells me she especially likes Karen and would love to do more with her. Keep up the good work!

Feedback 3

My daughter M absolutely loved coming to signpost. She has grown in confidence in herself and in meeting new people and trying out new things like playing golf. Little things which are big things to M was also when she felt nervous she wouldn't eat and when she first started signpost there was snacks and she wouldn't eat anything and towards the end of the course she was enjoying her snacks. The staff were amazing and M related to them really well . I would most definitely recommend all teenagers who lack in confidence is offered this course as it's lovely to see how M has benefit in so many ways. Thank you so much to karen and her team .

Partnership Working SCC Feedback

The last two signpost groups have been a successful form of early intervention for students, who may need additional support service intervention in the future. This is an important piece of joint work to support the transition workers within the early help team. Identifying students and working with them early on, enables us to establish relationships outside of the school environment and gain an understanding of the students' needs, wishes and aspirations. In attending the group, the young people have started to improve their confidence, gain new skills, and start to learn more about themselves and experience a sense of achievement. Through early intervention in attending the group, it is anticipated that some of these students may not require further help from Specialist Youth Support Workers later on, and it is hoped that those who do, may need less support than if they had not had the opportunity to work on some of their issues while attending the group.

After the final session of the last group, a parent stated that her daughter's confidence had visibly improved, since attending the group.

Case study Junior Signpost

GH shared when she walked into our first Signpost session she was felt nervous, shy and panicked. She measured her confidence at a level 3, on a scale of 1-10 with 10 being very confident.

She shared that her confidence grew over the project and she started to look forward to the sessions rather than feel nervous about them. She enjoyed slowly getting to know the other young people who were attending the sessions. She felt part of a team very quickly and enjoyed supporting some of the younger ones who she could see were struggling this made her feel worthy of her new confidence. She thought a big step for her was her discussing her emotions "I felt better once I talked about my emotions rather than keeping them bottled up". She also mentioned that she enjoyed learning some new skills and some she would like to develop further by attending a group and turn it into a hobby.

G become a good role model for the group as the oldest others seemed to look up to her. She is proud of the weight she has lost since joining the group and said as she was feeling better about herself this made her feel more positive about things.

G now feels she is at a level 9 on the confidence scale, she feels confident and approachable at sessions and doesn't mind approaching people she is not familiar with. She feels this new confidence is spilling over to other tasks and places so her confidence is growing in general. She has volunteered to help out at further sessions.

Male Junior Signpost

Youth Wellbeing Project

Junior SIGNPOST 4BOYS

How are you?

A simple question asked millions of times everyday. But for some people, this question comes with a not so simple answer. Let's face it, life is complicated, school can be stressful, our personal relationships might be messy, but it's important to remember:

YOU ARE NOT ALONE!

What is SignPost?

SignPost 4Boys provides activities to young males who have a variety of **wellbeing** needs; these can be **anxiety, self-esteem** and **low confidence** issues. Our aim is for you to engage in a variety of **fun, creative, team building** activities, all the while **learning new skills** and **meeting new people** with similar issues.

Good Wellbeing

There are many things we can do to help ourselves and others who may be struggling; some tips are:

- CONNECT**: TALK & LISTEN, BE THERE, FEEL CONNECTED
- BE ACTIVE**: DO WHAT YOU CAN, ENJOY WHAT YOU DO, MOVE YOUR BODY
- TAKE NOTICE**: REMEMBER THE SIMPLE THINGS THAT GET YOU BY
- KEEP LEARNING**: EMBRACE NEW EXPERIENCES, SEE OPPORTUNITIES, SURPRISE YOURSELF
- Give**: Your time, your words, your presence

Information

SignPost 4Boys begins **Tues 11th July 2017 at 3:30pm**. SignPost 4Boys is a free, after school experience, with travel and refreshments provided. If you're interested, please contact Karen Chapple on: **07463149045** or **youthskillsmanager@onehaverhill.co.uk**

west suffolk NETWORK | ONE HAVERHILL PARTNERSHIP

We were successful in our application for some additional funding (Suffolk Network) which will enable us to work with some young males. We have noted that our junior signpost project to date has only worked with 1 male who attended for only a couple of weeks before dropping off the project. We have now had some male referrals from our upper schools and are very pleased to have the opportunity to work with this group. Working on this programme we will have one adult volunteer and 2 junior volunteers that we recruited from our previous junior signpost programme. We will be offering artery, den building and golf tasting and more.

Our schemes of work across the programmes will vary depending on the said group and their needs. We are trying to make them interesting and varied and to get value for money.

Looking ahead

We have had a busy few months ahead of us. With young people leaving school/college and looking for next step support, our 3 new Signpost Sessions being launched as well as continued support for businesses looking to find out more about the apprenticeship scheme.

I look forward to linking up with the new Social Prescribing Project soon to be launched in Haverhill. Working together to improve outcomes for our young people who will benefit from social interaction is going to be a continuation of the work we are already offering but will hopefully lead us to a source of new referrals.

We have grown our Signpost Projects to ensure we attract varied young people with different needs. People in the community are starting to recognise this project and value the difference it is making to young people. To continue to grow it we will need to find different streams of funding and try and secure pots of money.

We hope to have on offer, by late September, a selection of short programmes to support those who have fallen off their college courses or out of education. We will need to persuade training providers to offer suitable local courses to prevent an increase in our NEET figures.