

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

LEISURE & COMMUNITY COMMITTEE

Held on Tuesday 5th March 2019 at 7.00pm at Haverhill Arts Centre,
High Street, Haverhill, Suffolk CB9 8AR



HAVERHILL
TOWN COUNCIL

Present: Councillor J Burns (Chairman)
Councillor P Fox (Vice-Chairman)
Mayor A Brown
Councillor P Hanlon
Councillor J Mason
Councillor S Roach
Councillor B Robbins

Apologies: Councillor L Smith

Absent: Councillor W Yang

In Attendance: Councillor D Roach
Colin Poole, Town Clerk
Nick Keeble, Arts and Leisure Manager

11 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

LC19 /013 Apologies for Absence
The above apology was noted.

LC19 /014 Declarations of Interest and requests for Dispensations

Cllr J Mason	Non-pecuniary Interest	LC19/020f Chairman of the Applicant body
Cllr S Roach	Non-pecuniary Interest	LC19/020c Member of the Applicant body
Cllr B Robbins	Non-pecuniary Interest	LC19/020a Member of the applicant body

LC19 /015 Minutes of the Last Meeting
It was proposed by Councillor J Mason, seconded by Councillor P Hanlon that minutes of the meeting held 14th January 2019 be agreed as a true record.
RESOLVED

LC19 /016 Actions arising from the minutes
No actions arising.

ACTION

LC19 /017 Public Forum
No member of the public wished to speak.

LC19 /018 Report on past and future Arts Centre and Leisure Activities
See appendix 1
Nick Keeble referred members to his previously circulated report. In addition to his report, Mr Keeble thanked Councillors for their support of the many events that have taken place in the town since May 2015 and supporting the maintaining of the Arts Centre as a central feature of Haverhill. In return, Councillor J Burns thanked Mr Keeble and his team for their hard work.

LC19 /019 Current Grants Budget to March 31st 2019
Councillors noted the grants budget was underspent for the year. Proposals for funds to be allocated to supporting a new volunteer centre or towards electrical boxes on the recreation ground would be considered at year end by Full Council. It was agreed that grants given this evening should be allocated between relevant cost centres to ensure no single cost centre was overspent within the overall grants budget.

LC19 /020 Determination of current grant applications
The following grants were considered following representations from several of the applicants, gratefully received by the committee.

Requesting Group	Cause	Amount requested	Amount Awarded
a) Family History (Haverhill) Group	To hold two exhibitions: i) Employers and Employees focussing on Chantry Mills and ii) Who Live Here?	£832.00	£832
b) H&D Flower Club	Floral Art Competition	£1500.00	£1500
c) H&D Town Twinning	Contribution towards hospitality costs.	£1249.00	£1249
d) Haverhill District Guiding	To purchase new programme materials to replace obsolete work books, records books and badges	£1134.20	£1134.20
e) Haverhill Rovers Boys & Girls Youth	European Youth Football Tournament	£3000.00	£3000
f) Haverhill Show	To assist the running of the Haverhill Show	£2000.00	£2000
g) REACH	Contribute to the costs of running the Resource Centre	£5000.00	£5000
h) Stepping Stones	To develop a small playground area to make it suitable for babies and toddlers to play	£1000.00	£1000

LC19 /021 Reports from Grant Recipients
None

LC19 /022 Youth Strategy Report

a) Youth Skills Project Report See appendix 2
The committee recorded their thanks to Karen Chapple and Dan Cooker for their work on this project and the enlightening reports submitted.

b) Youth Work (OTS) Report The Committee noted Sandra Linnane's report with gratitude, describing her and her team as 'unsung heroes'

in the support of young people in Haverhill.

c) **Youth Strategy Report** See appendix 3

d) **BMX Track update**

The committee noted the Clerk's advice that the land and track will be vested with the Town Council and not the Community Trust. It was noted that the Council wished to allocate savings it had achieved for the Forum to provide recycle and rubbish bins on the site and create an all-weather path from Greenfields Way to Norton Road, making access across the land fully open after years of the right of way being blocked by overgrown trees and bushes in the spinney.

Clark and Kent are returning this week to address drainage issues and we have a quote for tarmac around the entrance to the track.

In Mid March, Puddlebrook Nursery is hosting a family hedge-planting day to plant a native-species hedge to create a wildlife corridor.

Concern was expressed that some girls had reported feeling intimidated by male users of the track being impatient with them. This will be fed back to the user group.

CLERK

LC19 **Promoting public engagement in the local council elections**

/023 The committee approved the use of NALC posters promoting involvement in the local elections. An advert on the digital display could also be used. The Clerk was asked to circulate details of polling station locations to Councillors.

CLERK

LC19 **Spring Clean 2019**

/024 Councillors agreed 8th June as a suitable date for this year's "Spring Clean" event.

CLERK

LC19 **Commonwealth Day Event**

/025 It was proposed by Councillor P Hanlon, seconded by Councillor P Fox, that a budget of £2000 be allocated to fund this year's Commonwealth Day Event.
RESOLVED

LC19 **Date of Next Meeting**

/026 It was noted that the next meeting would be held on Tuesday 21st May 2019 at the Arts Centre.

LC19 **Closure**

/012 Councillor J Burns noted that this was the last scheduled meeting of this committee ahead of the May elections. He thanked his fellow Councillors for their support over the last four years. He also thanked the public for their attendance and the Town Clerk and other Officers for their support of the committee and delivery of a broad range of community work for Haverhill.

The meeting was declared closed at 20:27pm.

Signed
Chairman

Date

Appendix 1

Art & Leisure Manager's report

Nick Keeble



Haverhill
Community
Kitchen

Haverhill Community Kitchen – Targeted regular sessions and workshops will soon be provided by Haverhill South People's Forum, The Befriending Scheme, Signpost Groups and Workers Educational Association at the kitchen. There will be additional public access events in advance of a regular programme. The Kitchen has a facebook page which attracted 200 likes in 3 days and lots of positive comments and interest.

The kitchen is all about re-engaging people with cooking from scratch, eating healthily and reducing food waste. The first set of sessions and workshops will give participants confidence and basic cookery skills. A number of public access events will be scheduled in over the forthcoming months to give a greater understanding of what we are looking to achieve. There have already been request for specific themed workshops and also offers from people who want to volunteer at the kitchen..

Arts Centre Programme - Attendance at ticketed events in January and February totalled more than 5250 – 3349 to live performances – occupancy rate for live attendances was 86%.

We have had great success with attracting top name comedians with sell out events for Ardal O'Hanlon, Jack Dee, Alan Carr and just a few tickets left for Reginald D Hunter in April.

The next programme is close to complete and runs from May to August. Highlights include: Gyles Brandreth, a Queen Tribute show, Chris Difford from Squeeze, The Very Hungry Caterpillar, Adele Tribute, The Cann Twins, Andre Rieu Maastricht concerts and children's summer theatre.

Open Air Cinema - Final arrangements are in hand to promote nights of open air cinema on 19 and 20 July 2019.

Haverhill Arts Centre website – The new website went live on 23 October 2018. In the last report Members were provided with Box Office figures to demonstrate the effectiveness of the new website. The table below shows the transaction over a 2 month period in the last 3 years. The overall value of the transactions is of course influenced by the popularity of the programme and a general rise in ticket prices.

Sales period	No of transactions	% transactions on website	% transactions at counter/phone	Total Value of transactions	Total value of transactions on web	Total of donations	% of transactions making a donation	% of donations at counter/phone
01/01/16-01/03/16	1485	34.9%	65.1%	£36,508	£15,880 (43.49%)	£233.50	13.13%	0%
01/01/17-01/03/17	1715	41.2%	58.8%	£47,255	£22,890 (48.4%)	£351.00	14.52%	0%
01/01/18-01/03/18	2189	51.5%	48.5%	£64,000	£38,573.50 (60.27%)	£729.00	24.26%	21.6%

The trends from the last report have continued with a substantial rise in the percentage of transactions taking place from the website. The value of the transactions is also substantially higher and the number of donations increased. This has been supplemented by giving Box Office staff the confidence to ask for customers for voluntary donations at the counter and over the phone.

Website stats show that there were 6226 unique visitors to the website in January 2019. This is a 35% increase on January 2018.

Dementia Friendly Screenings - After meeting with Stakeholder representatives, we begin pilot dementia friendly screenings on the following dates:

Tuesday 2 April: Singin' in the Rain

Tuesday 14 May: The Wizard of Oz

Following these events, future screenings may be supplemented with workshops and food options.

HAVERHILL ARTS CENTRE FILM FIGURES

Film attendance and income have already exceeded 2017-2018 totals. There is a strong Oscar theme to the March programme which should deliver strong figures to the end of the financial year.

Months	No of Screenings	General Movie Attendance (no of screenings)	Event Cinema Attendance (no of screenings)	Average per screening
July/August	23	594 (17)	165 (6)	33
Sept/October	26	763 (22)	210 (4)	37.42
Nov/December	19	753 (14)	226 (5)	51.52
Jan / Feb 2018	27	1111 (23)	292 (4)	51.96
March /April	26	845 (20)	260 (6)	42.5
May/June	24	702 (20)	199 (4)	37.5
July/August	19	694(14)	187 (5)	46.37
September/October	29	926 (20)	428 (9)	46.69
Nov / December	19	726 (13)	343 (6)	56.26
Jan / Feb 2019	33	1455 (25)	419 (8)	56.79

Forward Diary and happenings

Haverhill Street Festival 2019 – Saturday 22 June 2019

Armed Forces Day – Saturday 29 June 2019

Historic Vehicle Rally – Sunday 14 July 2019
July 2019

Big Day Out – Wednesday 31 July 2019

Picnic in the Park – Wednesday 7 August 2019

August 2019

Tribute Night – Saturday 17 August 2019
2019

Halloween Trail 2019 – Friday 25 October 2019
December 2019

Haverhill Show – Sunday 7 July 2019

Open Air Cinema – Friday 19 & Saturday 20

Tribute Night – Saturday 3 August 2019

Chalkstone Fun Day – Wednesday 14

Leiston Fun Day – Wednesday 21 August

Family Christmas Night – Friday 6

Nick Keeble March 2019

Appendix 2

Youth Skills Report

Karen Chapple

January and February were spent;

Rolling out sessions for our Signpost projects. Both adult and junior projects are in full swing
Supporting our clients to look for suitable opportunities that improves their chances of being successful

Spending time working on our apprenticeship project, we have some new opportunities available

Working in both academies with students to increase their chances of successfully progressing on completion of their schooling

Applying for grants to enable us to financially run our projects

1 Apprenticeship Project

We have since the start of the project advertised over 285 apprenticeship vacancies. We will be soon visiting schools and informing them of local apprenticeship opportunities that will be available to them once they have completed school year 11 or 13. This year West Suffolk College have taken the responsibility of organising the Apprenticeship Fair, during National Apprenticeship Week. We look forward to supporting this event.

2 Young people

We have supported our young people to take the next steps.

We referred 7 young people to the Project U course at West Suffolk College in Haverhill and have received positive feed-back regarding their progress.

We referred 5 to Princes Trust 12-week Team Programme.

We have matched young people to jobs/apprenticeships/courses.

We referred 8 young people to the Healthy Cooking Project.

3 Schools

We continue to visit both schools and are now arranging for ear marked NEET students to have 1-2-1 sessions. Where we will be able to support them on an individual basis and offer them a bespoke support service, to ensure they do not become a NEET figure in September 2019. We will be taking students to interviews, planning travel, helping them to apply for courses and bursaries. We will be working on breaking down any barriers they may have that are going to stop them from progressing.

4 Training Courses

The following courses have been sourced and are taking place in Haverhill. We have identified a need for this training to be delivered locally. We have had to ensure that the courses have a minimum of 12 starters on each course, for it to be viable to the training providers.

Healthy Cooking, Work Education Authority are delivering this course at the Leiston Centre.

We have 14 attending in total, 8 clients have been referred from our Adult Signpost Project and by linking up with Life-link we have had an additional 6 referrals. We eventually had too many referrals so 2 additional courses will run on a different day at the community kitchen to meet the needs of our local people.

5 Princes Trust, Inspire Suffolk

Sixteen young people are currently attending this course in Haverhill and are very much gaining from the experience. The residential element went well, and they are currently organising a community project. I believe they are in the process of planning a sensory

garden for the Churchill School, which is based in Haverhill and is a school for autistic children.

6 'Project' U West Suffolk College

This is a course for 16 -18-year olds who have various barriers to learning. It is focused on delivering employability skills, maths, English, preparing for an Interview and work experience.

To-date it is progressing well with 12 students that are enrolled on the programme with 11 regularly attending. The course is due to finish at the end of the academic year. West Suffolk College have now decided not to enrol anymore students on to the course due to restrictions on funding. We will need to find an alternative provision from another training provider to offer training to any NEET 16-18-year olds we come across, who live in Haverhill and are not ready to travel to Bury St Edmunds.

7 Signpost Projects

7a Junior Signpost

We are currently working with 10-12 young people from both academies. Again, our young clients have a mixture of supportive needs. Their ages range from 12-15 years they have responded well to the sessions which have included climbing walls, mosaic's, cooking and team games. We have a mixture of boys and girls. Unfortunately, two of our young people have lost their main carers in the last couple of months. But both have continued to come along and share their sad news and have continued to join in with all the all activities. This is an indication of how safe and supported they feel within our sessions.

Case Study Junior Signpost

GK is a 12-year-old, young lady who has been in foster care for much of her life. Although very energetic and talkative on the outside, her experiences have damaged her confidence and self-esteem, although GK is now has a secure home environment with her foster Mum and foster siblings, she had found it difficult to build and maintain lasting relationships with her peers.

GK was referred to us, at the end of last year, from one of our local upper schools and was precisely the demographic of young person who was felt would benefit from our Junior Signpost sessions. Much like her peers, she somewhat hesitantly joined us, yet very quickly opened-up about her situation. She spoke fondly about her biological Mother, who she saw quite regularly, and often dedicated art, crafts and cooking to her. Unfortunately, her mother passed away recently yet, a mere 2 days later, she was joining us for our weekly sessions.

For GK, and our other young people, Junior Signpost has provided a safe space for her to open-up about her problems and take part in fun activities. She has been very vocal about how much she enjoys Junior Signpost – how it is one of the things in her week that she looks forward to and how disappointed she is when there is a break. We very much look forward to continuing to work with her and watching her to flourish – learning, having fun and knowing that there are people around her who care.

7b Adult Signpost

We have started to re-visit the allotment and those clients that are not currently part of the Princes Trust or Healthy Cooking Project will again start to work on the allotment. Haverhill South Peoples Forum have asked if they can join us and support us to look after the allotment. We are keen for this to happen and it will good to have some new skills available to us. We have applied for some extra funding to allow us to develop our programme further and to offer more taster like activities.

Case Study Adult Signpost

S is a young lady that suffers severe mental health issues and has self-harmed and attempted suicide on more than one occasion. We have worked with S for over a year and during this time we have made doctor's appointments for her, delivered her to training venues when she has not felt up to traveling under her own self-esteem. We also organised some Work Experience for her, to help build her confidence. She has been part of our Adult Signpost and during this time we have supported her by listening, encouraging and gently pushing her to do well. She has volunteered at some of our events and helped with the organising of them. S was at one time very reliant on us and we were worried that very little progress was being made. She was constantly upset and frustrated and had no confidence in herself. We helped her apply for college but felt in all honesty that perhaps she wasn't quite ready. She would call us saying she hated it she would pop in and see us on the days she was off sick and say she couldn't cope. We kept on encouraging her and looked at reasons why she should continue with her dream course. She would come and see us in tears she would shake and fidget and pick her skin, she always looked so sad.

We were aware she didn't visit us so often, 3 times a week changed into 2 times and then once a week, some weeks she didn't even come to see us. She was slowly starting to enjoy her course. This week when she visited us, she had the biggest smile, she had passed her driving test and secured part time work alongside her college course. She was so proud of herself as were we.

All the time we spent with S suddenly seemed worth it, she trusted us, and she listened and the belief we had in her gave her the confidence she needed to be able to progress.

Job Club Case Study

PS is a 24-year-old man who has Asperger's Syndrome and Autism who has engaged sporadically on and off with Youth Skills for 18 months. He was extremely keen on finding a local job and was not keen on further education or training experience. Although this made our job more difficult, he was quite open to trying a variety of jobs, including in the IT sector, yet every time things, unfortunately, fell through and we were left searching again. Despite these set-backs, and occasionally not engaging with us, he always made small steps towards improving himself – signing up for the gym and even took the initiative to begin volunteering at a Science Park. When we did engage with him, bigger steps began to be taken – work experience was completed, and opportunities were sought for him. By the end of last year, we felt that PS was now ready to find a job – it was just about finding the right employer to cater to his needs.

Eventually, we got the good news that he had been successful in an application that we had supported him with and had secured full time employment. PS was a man in a difficult position – unfairly disadvantaged by something he could not help. With our support and guidance, and through his perseverance, he has taken a massive step towards a brighter future. He is a prime example of how important our work is – ensuring that everyone, no matter their experience, skills and abilities, has a chance to achieve their goals, no matter how long it takes.

8 Looking ahead

We will continue to offer our pop in Job Hub and support a case load of young people with various supportive needs. We will support job applications and CV creation. We will offer advice and guidance and suggest progression routes that are suitable to the individuals. We await to hear the outcome of our "Children in Need" application which will allow us to continue to work on our established projects.

We await the outcome of our CAS grant application, which if successful will allow us to offer our project to other young vulnerable people

We will continue visit both academies and work with their ear marked potential NEET students and offer 1-2-1 guidance.

We will source additional training, in Haverhill to be delivered on a local level to suit our client's needs'.

We are talking to a training provider called THTC and we hope they will agree to deliver a programme for our NEETS/unemployed to take place after our other short courses come to a finish.

Karen Chapple

Youth Skills Manager

27/02/2019

Appendix 3

Youth Work Report

Sandra Linnane

1 On The Spot Van

The On The Spot Van is in its 9th Year and continues to visit the estates in Haverhill and prominent areas of the town where Young People are known to gather.

Youth Workers respond whenever possible to the requests of the Young People and others as to where to park up the van.

The van has been used to deliver sexual health training, drug workshops, awareness activities regarding alcohol, Internet safety, food hygiene, further education and apprenticeship information, surveys also questionnaires and a place of safety when needed.

It's a facility that Young People can pop on and off as they please and use the equipment if they wish and an opportunity to engage with the Youth Workers present.

It also enables the Youth Workers to pick up on conversations to discuss further.

The winter months over the years have historically been a quieter time on the van and driving around the estates of Haverhill have not shown so many groups of Young People hanging about.

2 Detached

This form of Youth Work remains very important, allowing Youth Workers to engage with Young People on the estates where they live and gather. Being on foot gives access to areas not able to be reached by the van and meet Young People and other members of the community who would not otherwise use the van and its facilities.

Getting into the heart of the estates and talking with members of the public gives a everybody a better understanding of what our role is and what concerns and activities members of the public and Youth Workers want to share.

Youth Workers support and attended meetings where anti social behavior has taken place and continue to call on residents and shop owners to listen and try to resolve issues whenever possible.

On one of the regular visits to the Chinese on the Clements the owner thanked us for our continued support and interest in their welfare.

Youth Workers have been contacted by the police regarding issues around the Piazza area and Youth Workers make sure that the area is visited when out on detached. Nothing to note on our visits.

We have continued to have conversations regarding further education, informing Young People of events available that will help them make their choices for their futures.

While out on detached, Youth Workers spoke with residents and Young People who spoke about a highly regarding a male adult on the parkway estate doing football training in his spare time. Contact has been made and the male is interested in taking it further and is pleased that we have taken an interest and a meeting will be arranged to establish if Town Council could help fund this venture as either proper outdoor or indoor facilities is needed.

Since the last report contact was made with Peter Betts at Haverhill Rovers and sessions were made available but the Male has since said that the Young People are not interested at the moment. Funding was also looked at to make this possible.

We will contact him in the Spring to see if things have changed and if not how we can engage with the Young People to get them back into the football.

3 Litter Project

Youth Work Team have spoken with Pc Cheryl Claydon involved with the Fire Brigade Cadets and has updated her on the Litter project and is awaiting for her to make contact as to when we can go out with the cadets.

4 Chill Out Zone

Chill Out at Simmo's proves to be a great success. We have 70 Young People aged between 11 to 15 attending every Tuesday night. There are over 200 consent forms completed and we turn between 20 to 30 away each week. It has a fantastic atmosphere and a great group of Young People. This activity gives Youth Workers an opportunity to build up relationships, which for this age range is so important and benefits us all.

We hope that when Simmo's is sold there will be some way to continue with Chill Out at this venue as it is and depending on who buys it the possibility of an extra session. (staffing permitting)

5 Working with other professionals and members of the community

Youth Workers continue to value the importance in working and sharing information with other professionals and members of the community when appropriate to do so.

This enables the best possibilities for our Young People and the community of Haverhill.

Listed below are some of the professionals Youth Workers liaise and share information with to help with working effectively with Young People and their families.

Police, Fire Service, Drug and Gang Teams, Councilors, Youth Offending, Family Support Workers, Sexual Health Workers, Volunteer groups, Youth Community Officers, Staff at residential homes, Health Centres, Mental Health Colleagues, Leisure Centres, schools etc.

6 Summer Programme

Planning for this is underway. Events have already been penciled in for the climbing wall at the Leisure Centre and use of the Parkour equipment at the Big Day Out and at the Leisure Centre.

Drama sessions are in the planning.

There has been interest in Zumba and 'Digital graffiti'.

Cooking sessions at the Leiston Community Kitchen are also in the mix.

Sandra Linnane

Senior Youth Worker

27th February 2019

Appendix 4

Youth Strategy Update

Colin Poole

Recommendation	Update
1 – On The Spot Van	See above
2 – Social Media Project	Nick Keeble advised that a small working party is meeting to take this forward.
3 – Youth Skills Project	See above
4 – Skate Park	The YAG have been briefed on the results of this survey.
5 Extend Arts Centre	Now out of scope of the YAG
6 – Creative Arts Strategy	See Arts Manager's Report
7 – Chill-out Zone	Please see above
8 – Councillor Involvement	Ongoing