



HAVERHILL
TOWN COUNCIL

Haverhill Town Council

Notes of a Meeting of Haverhill Town Council's

LEISURE & COMMUNITY COMMITTEE

Held at Haverhill Arts Centre on Monday 4th March at 7.00pm

Present: Mayor D Smith
Councillor J Burns (Chair)
Councillor A Brown
Councillor P Firman
Councillor P Hanlon
Councillor A Luccarini
Councillor M Martin
Councillor D Page

Apologies: Councillor Q Cox
Councillor L Smith

In Attendance: Colin Poole, Town Clerk
Sara Marsh, Events Manager
Jane Lomas, Council Administrator

0 members of the public were present.

Welcome:

The Chairman welcomed everyone to the meeting. To note that this Working Party has no delegated authority and may only make recommendations to Full Council. Urgent actions may be taken by the Clerk under delegated powers and reported to the next Full Council meeting. The Chairman advised that the meeting was being streamed live on the Council's YouTube channel.

MINUTES

LC24 Apologies for Absence
/001 The above apologies were noted.

LC24 Declarations of Interest and requests for Dispensation
/002 None.

LC24 Minutes of the Last Meeting
/003

ACTION

It was proposed by Councillor D Smith, seconded by Councillor A Luccarini, that the minutes of the meeting held Tuesday 14th November 2023 be agreed as a true record.

RESOLVED

LC24 Actions Arising from the Minutes

/004 LC23/068 The Town Clerk will follow-up to ensure the grant payment to the Voluntary Network has been made.

LC23/071 The Town Clerk reported that West Suffolk Council showed no interest in HTC's proposal regarding the Local Council Tax Reduction Scheme.

CLERK

LC24 Public Forum

/005 There were no members of the public present.

LC24 Allotments in Haverhill

/006 A request for an allotment has been received. Whilst a single request does not legally require consultation, the Clerk felt it would be prudent for Councillors to consider the provision of allotments. Persimmon is planning to deliver a plot of sixteen allotments in 2025. These are likely to be offered to Persimmon residents in the first instance, but it was noted that these allotments should be available to all residents of Haverhill. Cllr Mason has requested that WSC begin the process of communicating with residents to garner interest over the coming months.

The current allotment provision was discussed. These are primarily at Jubilee Gardens and Manor Road and both are run by allotment associations, with overall management by West Suffolk Council. There was uncertainty about land belonging to Havebury Homes near the cemetery used as allotments. It was agreed that further information is necessary before further discussion. The Clerk will contact WSC to ascertain if there is a list of allotments within Haverhill. It would also be useful to understand how many people are interested in having an allotment.

CLERK

LC24 Grant Applications

/007

Requesting Group	Purpose	Amount Requested	Amount Awarded
Unity Healthcare PPG	For printing leaflets to give to school children.	£50	£50 Councillor D Smith Councillor M Martin RESOLVED
Memories Are Golden	Towards the first month's rent of new accommodation.	£1,995	It was proposed by Councillor A Brown, seconded by Councillor D Page to amend the amount awarded to £1000 RESOLVED

			It was proposed by Councillor A Luccarini, seconded Councillor D Smith the grant be given RESOLVED
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LC24 **Reports from Officers (attached – Appendix 1)**

/008 **a) Creative Director and Arts Centre Report**

The Events Manager presented her report with the following notes:

- i. Tickets – Currently £12,000 worth of tickets has been sold.
- ii. Marketing – There are currently 8,000 people on the active mailing list. It was noted that there are some duplications, and these will be removed.
- iii. Beer Weekend – at the time of the meeting, 44 tickets have been sold. The Rose & Crown and The Bull will also be invited to participate.
- iv. Knife Angel – The Go Fund Me page received £635 of donations during the first week.
- v. Clements Community Centre logo competition – four shortlisted entries with worked-up designs by HAC's resident designer were viewed and discussed by Councillors. A logo winner and logo design were chosen.

It was proposed by Councillor Luccarini, seconded by Councillor Firman that the chosen winning logo and design be created and used for the rebranded Clements Community Centre.

RESOLVED

**Events
Manager**

**Events
Manager**

b) Youth Skills Manager Report

Councillors thanked Karen Chapple for a thorough report and the inspiring work her team carries out.

c) Zone Manager Report

Councillors thanked Sandra Linanne for a positive and inspiring report. It was noted that:

- It is proving difficult to recruit an additional member of the team.
- The indoor soft play was very popular during half-term.
- Signage is still being worked on. Two signs have been ordered: one for Sturmer Road and the other to go above the door.

The subject of social media was raised and the negative comments that are sometimes made about HTC. Discussion ensued about the possibility of 'spotlighting' parts of the Youth Skills Manager report and the Zone Manager report to highlight some positive aspects of work that is carried out within Haverhill and how this benefits residents. It was generally felt that these 'spotlights' could be added to HTC's Facebook page.

**Events
Manager**

LC24 **Grant Recipient Reports**

/009 None.

LC23 Working Party Reports

/072 a) Civic Events Working Party

It was proposed by Councillor D Smith, seconded by Councillor M Martin, that the minutes of the meeting held 16th January 2024 be agreed as a true record.

RESOLVED

b) Community Events Working Party

It was proposed by Councillor P Hanlon, seconded by Councillor D Page, that the minutes of the meeting held 22nd January 2024 be agreed as a true record.

RESOLVED

LC23 Date of Next Meeting

/073 Tuesday, 14th May 2024

LC23 Closure

/076 The Chairman declared the meeting closed at 7:55pm.

Signed
Chairman

Date

APPENDIX 1 – Managers' Reports

APPENDIX 1 – MANAGERS’ REPORTS

9a Arts Centre & Projects Report

Sara Marsh

Arts Centre Live Shows

Overall, a very successful start to 2024. We’ve had a number of sell-out shows. We have had a couple of cancellations for shows that failed to ‘catch fire’ but they are few and far between.

Sell-out shows

- Country Superstars
- Cinderella
- Abba Sensation
- Little Mix #1
- Supersonic Queen

Pleasing numbers for

- The Haunting (live theatre)
- Dear England (broadcast theatre)
- Vanya (broadcast theatre)
- Little Mix #2

Arts Centre visual arts

Two new exhibitions have been booked:

- Georgia O’Keefe, eminent American modernist artist for July 2024
- Claude Cahun, French surrealist photographer, to mark LGBTQ+ history month in February 2025

Arts Centre Marketing

We’ve had a successful year on social media compared to 2022

- Facebook page visits in 2023 - 34,683 - 161.5% up from 2022
- Instagram page visits in 2023 - 2,025 - 103.9% up from 2022
- Facebook page new likes in 2023 - 299 - up 43.1% from 2022
- The new brochure will doorstep w/c 26 February after which we expect to see an uptick in sales.

Arts Centre Community

- The Haverhill Music Hub would like to hold band-jam sessions at the arts centre aimed at building a music-based community where young people and more experienced musicians can come together. They are intending to request a grant, application to follow.
- The x6 Saturday craft workshops funded by West Suffolk Winter Warm fund are coming to an end and have had approximately 100 attendances. The Youth Skills Dept has funded an additional x4 workshops for March.

Arts Centre Staff

- Our two new starters Joe Dexter and Jess Bush seem to be a good fit with the team. Despite the masses of skills, systems and workplace culture they need to learn, they are making good progress and starting to make an impact in their respective fields.

Arts Centre Building

- We optimistically turned off the Arts Centre heating during the warm spell in mid February, typically the weather then went cold and we had a few days where we received a number of complaints from customers. The heating has been turned back on again for the time being. The problem is the obsolete controls cannot control the heat very well, so the building cannot establish a happy medium. We are getting work done on the radiator TRVs to try and mitigate the problem but really we need to replace the aging system.
- A number of tiles in the accessible toilet have had to be pulled down as they were dangerously loose. GW is getting quotes to replace the tiles here and in the men's and women's toilets, where some tiles already came off the walls.
- Paintwork in the studio and Media Hub is looking scruffy. KC to touch-up over the coming weeks.

Beer Weekend

- Tickets have gone on sale. CAMRA volunteers have been exceedingly helpful and are taking the lead in negotiating the offer with the various breweries. There will be entertainment each day. We hope to make use of CAMRA volunteers to help with staffing. The Royal Exchange, Drabbet Smock, Nine Jars and The Woolpack have been approached to join a beer trail.

Other

- The Barfield family are keen to hold a fundraising event at HAC to raise funds for The Knife Angel
- Clements Community Centre logo competition. Our resident designer has worked up the most promising designs for the meeting to make the choice as to a winner. These will follow in due course.

9b Youth Skills and Families Report

Karen Chapple

Youth Skills and Families offer a full range of support provisions for local young people and families. Most of our work remains the same month-on-month, with adaptations to suit the needs of our clients.

- Offering a bespoke support service to our caseload of young people to ensure they reach their full potential. We supported over 200 clients last year, April 2022-April 2023, by this year-end we project similar figures.
- Offering mentoring to our clients on a 1-2-1, setting goals and supporting them to reach their full potential.
- Guiding our clients in creating CVs and assisting them secure places in education, employment, and training opportunities. We offer job search, interview practice and preparation for work support.
- Providing an apprenticeship/employment matching service to match young people with businesses. Promoting the value of apprenticeships and connecting training providers to businesses and encouraging the uptake of government grants.
- Arranging and attending meetings with our partners throughout the town, district, and county; ensuring that our service is promoted, encouraging joined-up services, and maintaining up-to-date knowledge of other services. Chairing the YAG 4 times a year.
- Collaborating with our partners to advocate for the improvement of existing youth services, including mental health, domestic abuse, school refusers; ensuring that those most difficult to reach have appropriate support.
- Working with training providers and organising them to deliver training in Haverhill. To ensure our young people have a local offer, who may otherwise be NEET.
- Maintaining a strong social media presence on Facebook, Twitter, and Instagram, to share relevant information with our 2,300 followers and the local community.
- Organising, planning, and providing Adult SignPost, Junior SignPost, SignPost Toddler 'n' Me, sourcing grants to provide money to enable these successful well-being projects to take place.
- Offering "Walk and Talk and Bee Happy" weekly, walking and an activity added on, promoting positive wellbeing in the fresh air and encouraging improved fitness levels, mobility, and general confidence.
- Offering life skills sessions out of the Leiston Community Kitchen- for young parents and young vulnerable people.
- Lead on securing funding and organising of the well-being hub. Weekly youth club/hub at the Zone for up to 25 attendees per session.
- Looking for gaps in service and trying to fill these gaps with new activities skills training by pulling down suitable funding.

We strongly believe "The right support at the right time can be life changing". We have positively impacted many of our young clients, we have worked with over 2,000 young people since our project began.

Jan/Feb 2024 update

The vacancy for a Youth Skills and Families Advisor has had to be re-advertised. Several interviews have been carried out; we have not found a suitable person to fill this role to date.

Well-Being Youth Hub 11-16 years Thursday 18.00pm-19.30pm

Please see feedback from workers.

“The young people that attend the hub are now mixing extremely well, they are from different schools, different demographics but are now part of a little community, and if they are all together, they are quite happy to give everything a try. “

Session Worker from Outdoor Explorer.

“We've noticed a new cohort of young people joining us at the wellbeing hub, some of whom are from Churchill Special School, and it's heartening to see them integrating well with others. The addition of a new table tennis table has been a big hit, the young people using it regularly. They are happy we listened to them and were able to order a new table. It is good to listen to young people sharing their views and encouraging them to have a voice.”

Youth Worker HTC.

Walk Talk and Breathe

Wet weather played a part in some walks being cancelled. We re-arranged sessions to ensure our young, isolated clients still got the opportunity to meet up, to socialise and strengthen and build on their existing relationships.

YAG meeting

We chaired a YAG meeting which was well attended by local organisations. It was good to hear what is on offer for our young community and to explore gaps in service.

Giving Youth a Voice

We have organised for Jay Mills, one of HTC youth workers, (as we are a team member down) to do some work around giving youth a voice, an opportunity to influence decisions and to feel they are being heard. Whilst we as a service feel we are good at this, it would benefit from more structure. Jay will ensure we are listening to the voice of our young community, giving us an insight to their aspirations whilst ensuring we are inclusive. Jay is still at the planning stage with this piece of work, and we will report any progress in further reports.

Castle Manor

We supported the Castle Manor Academy's mock-interview day. We carried out interviews on students and were impressed with their efforts.

We have had meetings with the school to agree a support package, we have agreed to go into school and work with ear-marked NEET clients before they leave year 11. Some families from Castle Manor Academy and Samuel Ward Academy benefited from our Family Support Fund.

1-2-1 Sessions

We have supported young people to set goals, organised work experience that is meaningful to them, supported them to produce covering letters and to compile CV's. We have contacted businesses on their behalf to introduce them and to look for opportunities. Job hunted with them and given them hope for the future.

Toddler and Me Signpost/Adult Signpost/ Junior Signpost

Our signpost projects that offer support to clients that need to grow their confidence and improve upon their well-being are all running as planned.

We are pleased to announce that we secured a Community Chest grant of £5,000 to enable us to run these projects again next financial year.

Breakthrough Fund

We have a total grant of £5,000 to spend on our clients. This money is to be spent to break down barriers and to encourage positive steps forward. We have spent it on various items, listed below are a few examples.

- Chiropractor appointments
- 2 x lap- tops for study
- Training courses
- Nail beauty courses - Some of our clients are interested in entering the beauty industry. We organised some nail training sessions with a local business owner who is also a qualified trainer in this field.

"Lovely couple of hours letting some wonderful wannabe nail techs have a taste of the Arty Vibes with an Intro to Nail Art Session. Just 1 of their 3 taster sessions made possible by the awesome Haverhill Youth Skills Team. 💕 Proud & forever grateful to have been asked to inspire the next generation of my home town! See you next time!" 💕 The Nail Dresser

When the girls entered the salon, they were anxious and pensive, when leaving they had a spring to their step and were smiling. We are looking forward to the next sessions.

- Counselling
- Work safety equipment.
- 2 x gym memberships

This fund has helped us to make a difference, it has complemented our offer of support and added value to it.

Household Support 4 Fund

We were successful in our grant application and were awarded £5,000 to distribute to families in hardship. We can support with food, energy, water, clothing, broadband, paying for fuel and more. We have given out over 70% of this money. It is warming to see what a difference a small amount of money can do to help take the pressure off a family if only in the short term. We have signposted recipients to other agencies for further support. We have purchased warm bedding, clothing, Tesco gift vouchers for food, and paid electricity and gas bills.

Grants Applications

We applied for the Serious Crime Fund, we requested £11902 to roll out a project that would divert young people away from crime, using early intervention methods. We are aware that other local organisations have also applied for this grant. We hope to be able to offer our support regardless of the outcome of our application.

Client Case Study

R was referred to us from her Youth Intensive Support Worker. She had bail conditions that we needed to consider. She was low in mood and confidence; she was very vulnerable and isolated and didn't socialise or mix with others. She declined our offer to join any of our group work. But R would meet us weekly for mentoring sessions. She shared some of the trauma she had experienced in her childhood. It was apparent to us that she needed help to make sense and move on from this. We discussed counselling, she was unsure, eventually with our support she agreed to attend some sessions. She bonded well with the counsellor and discussed her feelings and anxieties. They looked at coping strategies for her to move on and engage in group work.

R now attends our group sessions; she has met a partner who appears to be a positive influence on her. She attends English classes. (due to lack of school attendance, she failed her English exam). We are currently supporting her to compile a CV and look for volunteering options.

The money we spent on counselling (via the Breakthrough Fund) was a critical piece of the jigsaw, that has supported her to take positive steps.

Youth work & The Zone

Sandra Linnane

Staffing – The Zone had an advert on Indeed for another member of The Zone Team who can be a keyholder and take on more responsibilities. This was not successful so we will try again. The only two candidates who completed an application were under 18 which means they are unable to fulfil the role required. We have also put up advertising posters inside the Zone.

Training – Continues and staff who need to renew or take a first aid course are booked in for March 5th to be delivered at The Zone by an outside agency.

The Zone – Parties continue to be booked and it usually ranges between 4 to 8 parties each weekend. We have an outside agency who deliver laser, dodge ball and football parties. February half term was very busy, and we were open on the Monday and Tuesday. Poor weather has played its part. Wednesday, Thursday and Friday of half term we had customers queuing at the door and had to put the full sign up in the carpark at 10.45 on Wednesday, 10.40 on Thursday and we got to 11 on Friday before sign went out. These good days make up for those quieter ones in the warmer weather. Toddler Time (parents attending and responsible for their children) takes place during term time only on a Wednesday and Friday. These prove popular and we have regular

customers who enjoy this session as they are for preschool children and it's usually a calmer session. We will continue to work to promote the importance of reading/sharing a book even though National Literacy Trust funding has stopped for the Haverhill area. We will encourage customers to bring in their used books and offer the opportunity to take one in return. Books will need to be in excellent condition. We still have a rack of pre-loved school uniform in reception. This is free to take.

Funding – We continue to look for funding to enable us to offer different projects. Councillor Paul Firman has offered £500 to work with a group of young people playing football and upsetting neighbours on a Haverhill estate. This is very much appreciated. There is an area next to Samuel Ward school that goal posts can be put up and young people can have a kick about without upsetting anyone. Thank you, Jon Eaton for making this possible. There are lights to allow the young people to cross wratting road safely. We have already spoken to the group of YP, and they are up for it.

Youth Work

Pride Alliance Group – Our youth workers continue to visit Castle Manor (term time) for an hour on a Wednesday to meet with Rebecca Neal, support staff and young people to discuss matters regarding LGQBT+. We are trying to arrange a visit by the group to The Zone.

Detached – We aim to usually go out once a week weather and staffing permitting. Good to see familiar faces and meeting new faces. Building on relationships is key and the amount of engagement will depend on the young people out on any one session and whether they want to or have time to engage with us. We continue to work with the police, residents, and other professionals to enable us to provide the best service possible to the young people.

SEND Youth Night – February half term. We had 22 young people with their families/carers. Pool, table tennis, arts and crafts, football, basketball and a chance for the young people and their families to meet up. We welcome younger siblings if this is the only way SEND young people can visit us, but the youngest is usually about 11. We had 3 new families visit on this occasion. A meeting was held with some of the young people regarding Boccia. We have the equipment; the basketball court has been made accessible and next SEND youth club we will be playing some Boccia games. One young person asked when he could come and help with our little garden. Great evening and thank you to Activities Unlimited for the funding.

Wellbeing Youth Hub – Going well, with regular young people visiting. Funding is due to run out in April and we are hoping to gain further funding for it to continue. Abbeycroft Leisure continues to provide activities for the sessions along with some other outside agencies. The Pottery Shed visited this half term.

On Spot Van – We have been out a couple of times, but the weather has been against us, also the vans generator had a visit from mice, and it was needed to be checked out. Along with MOT. Some work was needed, and it is ready to take back out. Mouse did not damage the generator – it just helped itself to the padding on the cover and walls.