

**ST EDMUNDSBURY BOROUGH COUNCIL**

**HAVERHILL AREA WORKING PARTY**

**Minutes of a meeting held on Thursday 11 June 2009 at 4.15 pm  
in the Conference Room, Samuel Ward Arts and Technology College,  
Chalkstone Way, Haverhill**

PRESENT: Councillors Ager, Aitkens, Cox, Mrs Gower, McManus, Redhead,  
Mrs Richardson, Mrs Rushbrook and A Whittaker

BY INVITATION: Councillors Mrs Alexander, Portfolio Holder for Culture and Sport,  
and Marks

Tina Hanks, Haverhill Town Centre Manager  
Richard Herbert, Chairman of Haverhill Enterprise and  
representative of the Haverhill Community Sports Association  
Committee (for agenda item 14 only)  
Terry McGerty, President of Haverhill Rovers Football Club and  
representative of the Haverhill Community Sports Association  
Committee (for agenda item 14 only)  
Gordon Mussett, Clerk to Haverhill Town Council  
Kevin Shipp, Suffolk County Council's Traffic Engineer (for agenda  
item 7 only)

**1. Substitutes**

No substitutions were declared.

**2. Election of Chairman**

It was proposed, seconded and

RESOLVED:-

That Councillor A Whittaker be elected Chairman of this Working  
Party.

*(Councillor Cox wished it be recorded that he voted against this resolution.)*

**3. Appointment of Vice Chairman**

It was proposed, seconded and

RESOLVED:-

That Councillor Mrs K D Richardson be appointed Vice Chairman of  
this Working Party.

*(Councillor Cox wished it be recorded that he voted against this resolution.)*

**4. Apologies for Absence**

Apologies for absence were received from Borough Councillor Lockwood and  
Haverhill Town Councillor Mrs McManus.

## 5. Minutes

In respect of Minute 66 of the minutes of the meeting held on Thursday 23 April 2009, Councillor Cox considered that a word had been omitted from the amendment to the minutes of the meeting held on 12 March 2009. Therefore, he considered this paragraph should be amended to read, *'in response to a question from Councillor Cox regarding the expected date in which the artwork provided by **all** schools located in Haverhill would be displayed on the Tesco construction site hoardings. The Town Centre Manager informed Members that a written reply would be circulated by e-mail to the Working Party.'* This additional amendment was accepted by the Working Party.

In respect of Minute 80 of the minutes of the meeting held on 6 May 2009, Councillor Cox made reference to the fifth paragraph on page 3 which referred to amendments to the Queen Street Shop Front Grant Scheme proposals. He wished to delete reference to *'if required'*, which referred to where applicants to the Scheme may need to seek permission from their landlords to enhance their shopfronts. Councillor Cox considered these two words were not actually mentioned at the meeting of the Working Party and therefore, should be deleted from the minutes and the recommendations to the Cabinet. In response, the officers stated that the Application Checklist contained in Appendix C to Report Z687, previously considered at the meeting on 6 May 2009, had made reference to ensuring the applicant made provision for obtaining written proof of permission from the landlord if required, and as it had been raised that this statement should also be included in the application form itself, this amendment to the details of the Scheme was the recommendation that had been forwarded to the Cabinet. The expression *'if required'* indicated that some shop keepers that may wish to apply for a grant under the Scheme may be the owner of the premises and therefore permission from the landlord was not required. As a result of this discussion, no amendments were made to the minutes of the meeting held on 6 May 2009.

Subject to the above amendment to the minutes of the meeting held on 23 April 2009, the minutes of the meetings held on 23 April and 6 May 2009 were confirmed as correct records and signed by the Chairman.

In response to questions arising from the minutes, the Working Party was informed that:-

- (a) a written reply had previously been circulated by e-mail to the Working Party in respect of the display of artwork provided by schools in Haverhill for the Tesco construction site hoardings;
- (b) estimated costings prepared by the Town Centre Manager in respect of any initiatives funded in the Town Centre Management Work Programme for 2009/2010 would be presented to the next meeting of the Working Party scheduled for 23 July 2009;
- (c) invitations had been forwarded to organisations and businesses in Haverhill in connection with the Haverhill in Bloom competition; and
- (d) the Working Party could continue to function under its existing Terms of Reference, however, these would be presented for review at the next meeting of the Working Party on 23 July 2009.

RESOLVED:- That,

- (1) the Terms of Reference for the Haverhill Area Working Party be presented for review at the next meeting of the Working Party on 23 July 2009; and
- (2) estimated costings prepared by the Town Centre Manager in respect of any initiatives funded in the Town Centre Management Work Programme for 2009/2010 also be presented at the next meeting of the Working Party on 23 July 2009.

## **6. Declaration of Interests**

Members' declarations of interests are recorded under the item to which the declaration relates.

## **7. Pedestrianisation and Highways: Update**

The Working Party welcomed Kevin Shipp, Suffolk County Council's Traffic Engineer, to the meeting who provided an oral update on the proposed pedestrianisation schemes for Haverhill Town Centre.

Mr Shipp tabled a map of the proposed locations for the introduction of two Traffic Regulation Orders (TROs) which showed restrictions to the Queen Street, High Street and Market Hill areas of Haverhill town centre. He stated that the originally proposed TRO for these locations of Haverhill town centre received a number of objections particularly from businesses located in the High Street and around the Market Hill and Quakers Lane junction. As a result, it was proposed to divide the original TRO into two separate Orders whereby one centred on the Queen Street area and the other on the Market Hill and High Street area of the town centre. Further consultation would shortly be undertaken in respect of both these Orders. It was envisaged that as no objections had been received from the occupants in the Queen Street vicinity in connection with the originally proposed Order, that this TRO could possibly be implemented to coincide with the completion of the Queen Street Enhancement Scheme.

In response to questions, the Traffic Engineer informed the Working Party that:-

- (a) the installation of a physical barrier to the High Street would be investigated to prevent access during the restricted times as opposed to erecting signs informing of the restrictions only; and
- (b) a list of other traffic schemes planned for Haverhill would be forwarded to the Working Party and Members of the Town Council.

RESOLVED:-

That a list of future traffic schemes planned for Haverhill be circulated to the Working Party and the Clerk to Haverhill Town Council.

*(Councillor Aitkens arrived during the consideration of this item. Kevin Shipp left the meeting at the conclusion of this item.)*

## **8. Replacement St Edmundsbury Borough Local Plan 2016 – Policy HAV2: Strategic Housing Site, North-West Haverhill: Approval of Masterplan**

*(The Chairman, Councillor Whittaker, declared a personal interest as a resident located adjacent to the proposed residential development in north-west Haverhill and remained in the meeting for the consideration of this item.)*

The Working Party considered Report A35 (previously circulated) which sought approval for the Masterplan for the development of north-west Haverhill for adoption as non-statutory planning guidance.

Land at north-west Haverhill was allocated in Policy HAV2 of the Replacement St Edmundsbury Borough Local Plan 2016 (Local Plan) for housing, a primary school, recreational open space and a local centre or centres which could include shops and community, health and recreation uses. The Local Plan stated that development could not proceed until a Masterplan had been adopted for the site and this was to be informed by a Concept Statement. A Concept Statement was therefore prepared by the Borough Council and adopted in October 2007. A draft Masterplan was subsequently prepared by Bidwells Planning Consultants on behalf of the landowners. Public consultation took place in February and March 2009 and the Masterplan had been amended in the light of the comments received. Approval was now sought for the adoption of the Masterplan as non-statutory planning guidance.

Attached as Appendix A to the report was a copy of the draft Masterplan, which was considered in detail by the Working Party. The Principal Planning Policy Officer undertook a presentation and outlined the principal issues and concerns that had been expressed during the public consultation. Full details of the public response were included in the public consultation report and the Working Party noted that this document could be viewed on the Borough Council's website. The principal amendments to the Masterplan were summarised in Section 4.2 of Report A35 and the Working Party also noted that the amended draft Masterplan had been submitted to the Commission for Architecture and the Built Environment (CABE) for consideration. Its comments were also included in the report under Section 5.2.

In response to questions, the Working Party was informed that:-

- (a) the route of the Haverhill relief road was determined by natural topography and the Policy detailed in the adopted Local Plan. Its purpose was to relieve traffic from Haverhill town centre;
- (b) as part of the development control process, consultation would be undertaken to determine an appropriate contribution under the terms of a Section 106 Agreement towards the provision of facilities at the sports area indicated on the Masterplan;
- (c) the Masterplan's Drainage Strategy, which addressed the issue of surface water run-off utilised the natural topography of the site to create a number of ponds at certain times of the year during periods of heavy rainfall. However, should these wetlands become a permanent feature, action may need to be taken in the interests of health and safety to ensure the occupants that resided in the area, particularly children, were adequately protected from the possible dangers of open water;
- (d) discussions had been undertaken with the Waste Management Section to ensure that the refuse collection lorries could satisfactorily manoeuvre in the proposed highways; and

- (e) the *'Manual for Streets'*, as referred to in the comments submitted by CABE and detailed in 5.2(e) of the report, was a document that encouraged the use of a shared space.

The Working Party was pleased to note that as a result of the consultation, a number of amendments had been made to the Masterplan; however, concern was expressed regarding provision of car parking in the vicinity of the proposed primary school and the requirement for on-street parking adjacent to the new housing. Some discussion was held in respect of ensuring the protection of wildlife, particularly deer, which may inadvertently venture into the path of traffic using the new relief road. In response, the officers stated that as a large proportion of the road was located within a cutting, this naturally acted as a deterrent for wandering wildlife. In addition, a maximum speed of 50 miles per hour would be enforced on this stretch of road which would usually allow drivers sufficient time to be alerted of any potential hazards.



**RECOMMENDED:-**

***That subject to the approval of full Council, the Masterplan for the development of north-west Haverhill, as contained in Appendix A to Report A35, be adopted as non-statutory planning guidance.***

*(Councillor Mrs Alexander arrived during the consideration of this item.)*

**9. Queen Street Shop Front Grant Scheme and Design Guide: Update**

The Working Party received and noted an oral update in respect of the Queen Street Shop Front Grant Scheme and Design Guide.

The Head of Planning and Engineering Services reported that a number of shopfitters had been approached in Haverhill to engage in the proposed partnering arrangement to provide free design work to applicants to the Grant Scheme in exchange for a guaranteed contract to undertake the shopfront enhancements, should applicants they supported be successful in obtaining a grant. However, a number of those approached specialised in fitting-out work within the interior of shops and did not undertake exterior work. Therefore, additional businesses that may wish to engage in the partnering arrangement would be approached from further afield than Haverhill, but would remain as local as possible. It was anticipated that, subject to the approval of the Cabinet, the Grant Scheme would be launched in mid July 2009.

**10. Queen Street Enhancement Scheme: Update**

The Working Party received and noted Report A36 (previously circulated) which was the Project Status Report in respect of the Queen Street Enhancement Scheme as at 4 June 2009.

The Head of Planning and Engineering Services reported that the programme was progressing on time and within budget. Businesses were being kept informed of the programme of works and whilst disruption was inevitable, the majority of businesses recognised the ultimate benefits of the Scheme.

Councillor Cox reported, which was supported by other Members of the Working Party, that when paving blocks were cut to size with angle grinders, dust was being blown into the eyes and faces of passing pedestrians. Councillor Cox therefore, considered that in the interests of health and safety adequate screening should be provided to protect pedestrians from the effects of this work. In response, the officers stated that this issue would be investigated and remedied.

## **11. Haverhill Leisure Centre Refurbishment**

The Working Party received and noted Report A37 (previously circulated by e-mail) which was the Project Status Report in respect of the Haverhill Leisure Centre Refurbishment Programme as at 9 June 2009.

The Head of Property Services reported that the scheme as originally planned, was progressing on time and within budget and the Centre was still anticipated to open on 4 July 2009. However, some of the additional alterations to the first floor would open towards the end of July or the beginning of August 2009. A safe external access for visitors would be completed in time for the re-opening on 4 July 2009 and it was anticipated that the complete external works would be completed by mid July 2009.

In response to questions, the Working Party was informed that:-

- (a) deep cleaning of the building was or would be undertaken before the fit-out of all the new leisure equipment;
- (b) as works to the building were undertaken, the original structure of the building was found to be not as expected, the actual works were not as the original drawings. Whilst not a major hindrance, this had caused some delay to the programme;
- (c) the formal opening of the Leisure Centre was provisionally scheduled for September 2009 and it was anticipated that Abbeycroft Leisure would invite appropriate representatives to open the building;
- (d) the information detailed in the recent edition of *'Community Spirit'* was unfortunately inaccurate as there would be only one all-weather pitch located adjacent to the Leisure Centre and not more than one as indicated by the article; and
- (e) the Fitness Suite located on the ground floor was likely to be open on 4 July 2009, however, the *'Kidzone'* soft play structure also located on the first floor, was anticipated to be open towards the end of July. The temporary building that was currently accommodating the fitness equipment would be removed following the opening of the new fitness facilities.

Members were pleased to note that the re-opening of the refurbished Leisure Centre was advertised in the foyer of the adjacent Cineworld cinema and it was encouraging that other businesses supported the success of each other.

*(Mr Mussett, Clerk to Haverhill Town Council, left the meeting during the consideration of this item.)*

## **12. Haverhill Locality Project**

*(Councillor Mrs Gower declared a personal interest as the Borough Council's nominated representative on the Haverhill Partnership and remained in the meeting for the consideration of this item.)*

The Working Party received and noted an oral report in respect of the Haverhill Locality Project.

The Corporate Director for Community reported that in order to meet requirements of new and emerging legislation, councils and their partners needed to move towards a 'locality' way of working, which would seek to place communities in the

centre of local decision making and involve local people in the shaping of services and addressing local issues. The introduction of the Haverhill Locality Project would help the Borough Council to implement this.

A pilot for the Project had been established in January 2009 and a joint event was held with Suffolk County Council to identify issues for the two authorities to become involved with Haverhill partner organisations, including Haverhill Town Council, and the Haverhill Partnership and Partnership Forum. The main scope was to identify potential opportunities for the devolvement of decisions, services and/or budgets to a more local level and to develop an understanding what was required to support effective devolvement.

A detailed report on this issue would be presented to the Working Party at its meeting on 10 September 2009.

**13. Dates of Future Meetings**

The Working Party confirmed the following dates for future meetings in 2009:-

- 23 July;
- 10 September;
- 22 October; and
- 10 December.

All dates were Thursdays, and all meetings to commence at 4.00 pm with the exception of 22 October 2009 which would commence at 4.15 pm.

*(At this point, Richard Herbert, Chairman of Haverhill Enterprise and representative of the Haverhill Community Sports Association Committee and Terry McGerty, President of Haverhill Rovers Football Club and representative of the Haverhill Community Sports Association Committee joined the meeting.)*

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**EXEMPT INFORMATION – EXCLUSION OF PUBLIC TERMS OF FORMAL RESOLUTION**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 & 3 of Part 1 of Schedule 12(A) of the Act.

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**14. Haverhill Community Football Project**

*(Councillor Cox declared a personal interest as an affiliated member of the Suffolk and Cambridge Football Association and the Football Association and remained in the meeting for the consideration of this item.)*

It was proposed, seconded and

RESOLVED:-

That Mr Richard Herbert, Chairman of Haverhill Enterprise and representative of the Haverhill Community Sports Association Committee, and Mr Terry McGerty, President of Haverhill Rovers Football Club and representative of the Haverhill Community Sports Association Committee be formally invited to remain in the meeting of the Working Party to provide a presentation and respond to any questions raised.

The Working Party considered Exempt Report A38 (amended) (tabled at the meeting) which sought approval for a number of issues in connection with the Haverhill Community Football Project.

The Head of Property Services informed the Working Party that a number of amendments had been made to the recommendations contained within the exempt report and these were considered in detail by the Working Party.

The Working Party received a presentation from the representatives of Haverhill Enterprise and Haverhill Rovers Football Club which encouraged Members to consider the benefits of progressing the Haverhill Community Football Project and responded to questions raised.

*(Councillor Cox wished it be recorded that he voted against the resolution to invite representatives of Haverhill Rovers Football Club to join the meeting and also that he voted against the recommendations.)*

The meeting concluded at 6.34 pm

**A WHITTAKER  
CHAIRMAN**