

ST EDMUNDSBURY BOROUGH COUNCIL

HAVERHILL AREA WORKING PARTY

**Minutes of a meeting held on Thursday 13 January 2011 at 4.15 pm
in the Seminar Room, Castle Manor Business and Enterprise College,
Eastern Avenue, Haverhill**

(Contrary to the information published in the Agenda, the meeting was held in the Seminar Room and not the Meeting Room.)

PRESENT: Councillor Mrs K D Richardson (Vice-Chairman)(in the Chair)
Councillors Ager, Aitkens, Mrs Gower, McManus, Redhead, and
Mrs Rushbrook

BY INVITATION: Ms Tina Hanks, Haverhill Town Centre Manager
Mr Graeme Mateer, Senior Transport Planner, Suffolk County
Council (for Minute 41 below only)
Haverhill Town Councillor Mrs E McManus
Mr Nic Rumsey, Director of Carisbrooke Investments Limited (for
Minute 40 below only)
Mr Paul Sutton, of Cheffins, Commercial Property Advisors for
Carisbrooke Investments Limited
(for Minute 40 below only)

36. Substitutes

No substitutions were declared.

37. Apologies for Absence

Apologies for absence were received from Councillors Marks and A Whittaker, and also from Mr Gordon Mussett, Clerk to Haverhill Town Council.

38. Minutes

The minutes of the meeting held on 11 November 2010 were confirmed as a correct record and signed by the Chairman.

39. Declaration of Interests

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

40. Haverhill Business Park: Hanchett End

(Councillor Mrs Gower declared a personal interest as a Member of the Development Control Committee and remained in the meeting for the consideration of this item.)

The Working Party received and noted a presentation from Mr Paul Sutton of Cheffins, Commercial Property Advisors acting on behalf of Carisbrooke Investments Limited. He was accompanied by Mr Nic Rumsey, Director of Carisbrooke Investments Limited, who were the property developers for the Haverhill Business/Research Science and Technology Park located at Hanchett End, Haverhill.

Land at Hanchett End had been allocated in Policy HAV3 of the Replacement St Edmundsbury Borough Local Plan 2016 (Local Plan) as a strategic employment site (Use Classes B1 (offices, research and development and light industrial) and B8 (warehousing)). Policy DS4 of the Local Plan required that a Masterplan for the site be agreed and adopted by the Borough Council before a planning application for the site could be approved. Masterplans were to be informed by a Concept Statement produced by the Borough Council. The Concept Statement for Hanchett End was adopted by the Council on 28 September 2010 (Minute 52)(b)(1) referred) and a draft Masterplan for the site had now been prepared.

On 27 January 2011, it was proposed that a public exhibition would be launched at The Days Inn Hotel in Haverhill, which would detail the proposals contained in the Masterplan. Views would be sought from the general public and stakeholders as part of the consultation process. The exhibition would continue to be displayed until 4 February 2011.

Mr Sutton presented details contained in the draft Masterplan, including:-

- (a) whilst the aspiration to develop the majority of the site as a Research Science and Technology Park remained a genuine intention for Carisbrooke Investments Limited, proposals for constructing landmark buildings to incorporate higher value uses, such as a public house, restaurant or hotel, had been identified in the Masterplan, together with proposals for the higher value use of residential development. These had been incorporated in the Masterplan to help to ensure the site was economically viable; however, the Working Party noted these proposals would not accord with the current Local Plan policies;
- (b) due to the uneven topography of the site, this had presented some difficulties; however, in order to achieve a series of satisfactory level platforms on the site to enable development to take place, a land remodelling system would be utilised whereby no excess soil and material would be transported on or off the site in a process known as 'Cut and Fill';
- (c) a proposed landscape strategy;
- (d) proposed access arrangements, including shared space, cycle paths and footpaths connecting the uses located on the site;
- (e) indicative building heights;
- (f) the construction of an attenuation lake to be presented as a quality feature, as part of the Masterplan's Green Infrastructure Plan;
- (g) proposed sustainable drainage solutions;
- (h) how sustainability, ecology and biodiversity issues had been examined; and
- (i) that archaeological surveys had been undertaken.

Mr Sutton explained the proposed timetable for the adoption of the Masterplan. It was to be considered by the Sustainable Development Working Party on 7 March 2011, with its recommendations considered by the Cabinet on 16 March 2011 with a view to its adoption by full Council on 5 April 2011.

The Working Party noted that due to the relatively short timeframe of ensuring the Masterplan followed the democratic process detailed above, it would not be possible to seek the formal views of the Haverhill Area Working Party (HAWP) as a collective

body as the next meeting of HAWP was not arranged until after the Cabinet meeting on 16 March 2011. However, Members were encouraged to respond to the consultation on an individual basis. Councillor Mrs Gower, Portfolio Holder for Haverhill and Housing, considered this was an appropriate course of action so as not to delay the adoption process. She emphasised that should the proposed scheme come to fruition, the Hanchett End Business/Research Science and Technology Park would positively support the existing Cambridge Science Park and the development as a whole would provide tremendous economic benefits for the town.

(Councillor Mrs Rushbrook arrived during the consideration of this item. Mr Sutton and Mr Rumsey left the meeting at the conclusion of this item.)

41. Local Transport Plan Proposals for Haverhill

(Councillor Mrs Gower declared a personal interest as the Suffolk County Councillor for the Haverhill East and Kedington Division and remained in the meeting for the consideration of this item.)

The Working Party received and noted a presentation from Mr Graeme Mateer, Senior Transport Planner for Suffolk County Council (SCC), in respect of proposals for the development of a new Suffolk Local Transport Plan covering the period 2011 to 2031.

The existing Local Transport Plan (LTP) covered the period from 2006 to 2011 and work had commenced to develop a new Plan. Suffolk's third LTP would have a twenty year strategy supported by a short, medium and long term implementation plan. SCC's priorities for transport were focused on the objectives of:-

- (a) promoting economic recovery;
- (b) reducing the climate change impacts of transport;
- (c) supporting education and skills; and
- (d) improving health outcomes.

In preparing the new LTP, SCC recognised that there were differences in development needs across Suffolk and the new Plan would recognise this with local strategies for the principal towns. The Working Party noted that the key issues for improving the transport network in and around Haverhill were:-

- (a) Haverhill to Bury St Edmunds bus connections;
- (b) Haverhill to Cambridge bus services;
- (c) North West Haverhill Relief Road; and
- (d) Haverhill Cycle Network.

The Working Party noted the presentation with interest and highlighted a number of issues affecting the residents of Haverhill, including:-

- (a) road improvements were not only needed to those connecting Haverhill with Cambridge and Bury St Edmunds, but also those connecting Haverhill to Sudbury, Newmarket and to the A11 and M11 trunk roads;
- (b) bus connections from Haverhill to Bury St Edmunds were currently very limited, particularly to West Suffolk College;
- (c) rail links were particularly poor as residents needed to travel to either Cambridgeshire or Essex to access the closest stations;
- (d) adequate signage was required to direct lorries away from Haverhill town centre and this was an issue that needed addressing in the short term;

- (e) no public transport was available from Haverhill on Sundays to West Suffolk Hospital in Bury St Edmunds; and
- (f) the lack of footpaths in the rural areas adjacent to Haverhill, with particular reference made to Kedington.

The Working Party also discussed with Mr Mateer whether communication existed with Cambridgeshire and Essex County Councils regarding the LTP proposals, as many transport issues affecting the residents of Haverhill related to 'problems' within the bordering counties.

Mr Mateer noted the concerns of the Working Party and stated that formal public consultation would commence from 21 January 2011 and, therefore, the Borough Council would be provided with the opportunity to formally respond to the proposals. It was anticipated that the LTP would be considered in April 2011 by SCC's full Council for adoption.

(Councillor Redhead arrived during the consideration of this item.)

42. Haverhill Town Centre Management: Update on Haverhill Shopper Survey 2010

The Working Party received and noted Report B402 (previously circulated) which provided an update on progress made with the Haverhill Shopper Survey 2010.

The Shopper Survey had evolved from a meeting of independent businesses involved in the Small and Medium Sized Businesses Masterclasses Project, which was part of the Haverhill Town Centre Management Work Programme. The representatives of the businesses had considered that before the project could progress, it was necessary to obtain evidence of existing shopper and visitor behaviours in Haverhill. Section 2.3 of the Report detailed the partners involved in the Masterclasses Project and Professor Andrew Fearn of Kent Business School had assisted in directing the activity of the group.

The survey form, which was attached as Appendix A to the Report, was prepared using questions received from all partners and the Portfolio Holder for Haverhill and Housing. On 16 September 2010, the survey had been launched at the business networking event, *'The Best of Haverhill'* and consequently received publicity in the local press and by the partners themselves. Of the 2,000 forms printed, 1,093 forms had been returned by the closing date of 30 November 2010, of which 52 had been completed online.

The Town Centre Manager reported that no data was available to report at the present time; however, this would be provided at the next meeting of the Working Party on 24 March 2011.

43. Haverhill Town Centre Management: Update on New Haverhill Photographic Resource

The Working Party considered Report B403 (previously circulated) which sought approval for the production of 1,000 glossy postcards using images from the new Haverhill Photographic Resource.

On 11 November 2010, the Working Party had recommended approval of the portfolio of photographic images selected to be used to promote Haverhill (Minute 34 referred). Approval was now sought for the production of promotional postcards using images from the collection and these would be offered for retail sale from various

outlets in the town. Consideration was also given to delegating authority to the Haverhill Town Centre Manager with the support from the Communications Unit, to develop a programme for the use of the new Haverhill Photographic Resource. Such proposed uses for the images were outlined in Section 2.1 of the Report and details of possible partners which may wish to have access to the images to promote Haverhill to visitors, new residents, investment etc were also provided in Section 2.1.4.

The Haverhill Town Centre Manager reported the following amendments to Section 2.9 of the Report, which indicated the results of the Working Party's most favoured images:-

- (a) No.s 3 and 6 be deleted from the Joint 3rd scoring category; and
- (b) No.26 be inserted to the number of photographs that had scored one vote each.

The Town Centre Manager then tabled a selection of six images depicting scenes of Haverhill at night, taken by the appointed photographers, The Design Office. The Working Party considered that the image annotated CB9_night-0082.jpg, which showed the Queen Street Gates illuminated, should be included in the Photographic Resource with the photograph annotated CB9_night-0076.jpg, again showing the illuminated Queen Street Gates, being considered for use as a second option, particularly if the image of the cars in the background of the photograph could be digitally removed. The Town Centre Manager also tabled a selection of postcards illustrating proposals for montages of the images. These received positive feedback from the Working Party; however, some Members considered they needed further work to merge the images together to achieve a mosaic effect.

The Working Party supported the production of 1,000 glossy postcards, which would be printed by the Borough Council's designated partner, Suffolk County Council Design and Print, at a cost of £240. This cost would be allocated from the previously approved budget of £3,500 for the Haverhill Photographic Resource. In addition, a selection of high resolution images from the Resource would be provided from The Design Office at a cost of £195, and this cost again would be met from within the existing budget.

In response to a question, the Town Centre Manager confirmed that the earlier suggestions made by the Working Party via email for the proposed use of the Haverhill Photographic Resource, would be included in the proposed programme.



RECOMMENDED:- That

- (1) 1,000 glossy postcards be produced by Suffolk County Council Design and Print at a cost of £240 allocated from the previously approved budget of £3,500 for the Haverhill Photographic Resource, as outlined in Section 2.6 of Report B403; and**
- (2) a selection of high resolution images from the Resource be provided to the printers to produce postcards for an additional cost of £195, which will also be met from within the existing budget, as outlined in Section 2.7(f) of Report B403.**

RESOLVED:- That,

- (1) the photograph annotated CB9_night-0082.jpg, depicting an image of the Queen Street Gates illuminated at night, be included in the Haverhill Photograph Resource, together with the photograph

annotated CB9_night-0076.jpg as a second option, should the cars shown in the background of the photograph be digitally removed, as illustrated in the documentation tabled at the meeting;

- (2) montages of images selected by the Working Party, as detailed in Section 2.5 of Report B403, be included in the postcard collection; and
- (3) delegated authority be given to the Town Centre Manager, with the support of the Communications Unit, to develop a programme for the use of the Haverhill Photographic Resource, as set out in Section 2.1 of Report B403.

44. Conservation Area Partnership Scheme, Haverhill

The Working Party received and noted Report B404 (previously circulated) which provided details of a grant scheme operated by English Heritage in connection with making improvements to Conservation Areas.

English Heritage operated a 'Partnership Schemes in Conservation Areas' project, which together with the allocation of match funding from local authorities, provided grants to Conservation Areas for works to enhance the character and appearance of the Conservation Area.

Haverhill had two Conservation Areas, both of which were considered to be 'at risk' in a Conservation Area review undertaken in 2009 by English Heritage. Section 2 of the Report outlined an area of the Hamlet Road Conservation Area which could benefit from funding by encouraging the reinstatement of original windows and doors and other original features to restore the original character and appearance of the area. Paving and surfacing could also be improved to enhance the streetscene.

A grant of approximately £50,000, provided over three years, could be offered by English Heritage subject to match funding being provided by the Council. The Cabinet had previously approved an allocation of £50,000 of Growth Area Funds towards a Conservation Area Partnership Scheme for the Hamlet Road Conservation Area (Cabinet Minute 90(e): 1 December 2010 referred).

The Working Party noted that English Heritage's assistance would not be available without the Borough Council providing match funding. The availability of the Growth Area Funds was an opportunity that would enable improvements to be made to existing homes and paving in the area identified but the improvements would be sympathetic to their historic background.

A discussion was held on whether Growth Area Funds should be allocated towards this scheme or whether the monies should be earmarked for new development; however, the officers reassured Members that this scheme satisfactorily supported the delivery of sustainable growth and a vibrant local economy.

45. Suffolk Fire and Rescue Service: Haverhill Fire Station

The Working Party considered Paper B405 (previously circulated), which was a letter received from Mr Andy Fry, Chief Fire Officer for Suffolk Fire and Rescue Service.

The Chief Executive provided an oral report in respect of its consultation on reviewing the arrangements for providing emergency cover at Haverhill Fire Station. Presently, between the hours of 8.00 am and 6.00 pm, seven days a week, full-time firefighters were available to provide emergency cover. It was proposed that whilst the hours of between 8.00 am and 6.00 pm would remain unchanged, the number of days

where emergency cover was provided by full-time firefighters would be reduced to five days a week, from Monday to Friday. On-call retained firefighters would provide cover at other times, as was currently the case. Public consultation on the proposals was expected to commence shortly for a period of 12 weeks.

The Working Party was advised that the Haverhill Partnership would be making a formal representation and should Members of the Working Party wish to submit a consultation response on an individual basis, this could be emailed to the Chairman of the Partnership, Councillor Mrs Gower, for inclusion with its representation.

The Working Party considered that the proposals were acceptable and believed the service of retained firefighters was of no less quality than the service provided by firefighters employed on a full time basis.

RESOLVED:-

That, should Members of the Working Party wish to submit a representation on an individual basis in respect of the forthcoming consultation on the changes to the arrangements for providing emergency cover at Haverhill Fire Station, these be submitted to the Chairman of the Haverhill Partnership by email.

46. North West Haverhill Masterplan: Proposed Amendment

The Working Party considered a narrative item which sought approval for the acceptance of an amendment to the previously adopted North West Haverhill Masterplan.

On 29 June 2009, the Council adopted a Masterplan for the development of land identified for development by Policy HAV2 of the Replacement St Edmundsbury Borough Local Plan 2016 at North-West Haverhill (Full Council Minute 30 (B)(1) referred). The Masterplan had been prepared by Bidwells Property Consultants on behalf of a consortium of landowners and was the subject of extensive consultation.

Following adoption, representations had been submitted from various interested parties to change the designation of one area at the eastern side of the site to lower the density and maximum height of any development. As the Masterplan had already been adopted, the Council was unable to require the landowners to make these changes, nor could it unilaterally agree to such a change. However, Bidwells had agreed to make the changes requested, but were required first, to undertake consultation in respect of the proposed changes. Consultation commenced on 29 November 2010 and concluded on 31 December 2010, and the Principal Planning Policy Officer reported that no issues of concern had been raised.

The Working Party accepted the proposed amendments and noted that the item would also be considered by the Sustainable Development Working Party on 18 January 2011 (Report B425 referred) and the recommendations emanating from that Working Party would also be considered by the Cabinet on 19 January 2011.



RECOMMENDED:-

That, subject to the approval of full Council, the following amendment to the previously adopted North-West Haverhill Masterplan be adopted as non-statutory planning guidance:-

the density and maximum height of any development located in one area at the eastern side of the site, which is currently designated for a density of 35 to 45 houses per hectare and a maximum height of two to three and a half storeys, be amended to a density of below 35 houses per hectare and a maximum height of between one and a half and two storeys.

47. Haverhill Masterplan

The Working Party considered a narrative item supported by a presentation which sought approval for work to commence on a detailed town Masterplan for Haverhill.

Members received a presentation from the Principal Planning Policy Officer on the process for preparing the Masterplan. The Plan, entitled 'Haverhill Vision 2031' would encompass a number of issues which contributed to the functioning of the town, such as:-

- (a) homes;
- (b) jobs;
- (c) travel;
- (d) infrastructure and services;
- (e) historic and natural environment;
- (f) leisure and recreation;
- (g) health; and
- (h) education and skills.

The Masterplan would seek to address these and other socio-economic issues, predicting needs of the community over 20 years, up to 2031. Emphasis was placed upon engaging local people in the process, particularly young people, as they would become the adults affected by the objectives detailed in the Masterplan. The following events had already been arranged to engage local people in what was known as, the Issues and Visioning Engagement process:-

- (a) 1 February 2011 : launch workshop at Haverhill Arts Centre;
- (b) 12 February 2011 : public drop-in session at Learning Enterprise Access Point (LEAP), High Street, Haverhill;
- (c) 2 March 2011 : public drop-in session at Samuel Ward Academy (former Arts and Technology College); and
- (d) 7 March 2011 : public drop-in session at Haverhill Arts Centre.

The Principal Planning Policy Officer sought further suggestions for holding engagement events and the following suggestions as potential venues were made:-

- (a) Haverhill Community Sports Association;
- (b) Haverhill Leisure Centre;
- (c) supermarkets located in the town; and
- (d) accommodating the 'Wos Up' youth bus.

A suggestion was also made to include the consultation event information detailed above on the 'Haverhill-UK' and the 'BestofHaverhill' websites; and to approach Simon Pickering, Youth and Community Development Officer, for his assistance in approaching and engaging young people in the process.

The Principal Planning Policy Officer thanked Members for their suggestions and recommended that should they have any further suggestions these be emailed to the generic email address at the Borough Council of ldf@stedsbcc.gov.uk.



RECOMMENDED:-

That, the Issues and Visioning Engagement process in connection with the development of the Haverhill Vision 2031 Masterplan, as detailed in the narrative item and presentation contained under Agenda Item 12 of the Haverhill Area Working Party meeting held on 13 January 2011, commence from 1 February 2011.

RESOLVED:-

That, suggestions to promote further engagement with the local community in the Issues and Visioning Engagement process, with particular reference to connecting with young people, be forwarded by email to ldf@stedsbcc.gov.uk.

48. Queen Street Gates, Haverhill: Update

The Working Party received and noted a presentation on the event to mark the successful illumination of the Queen Street Gates in Haverhill.

Councillor Mrs Richardson, the Chairman of the Public Art for the Town Centre of Haverhill (PATCH) Group, presented photographic images of the event to mark the successful illumination of the Queen Street Gates held on the evening of 17 December 2010. The Working Party noted that Neil Williams, Head of Art at Samuel Ward Academy (former Arts and Technology College); students involved with the design of the Gates; and other schoolchildren and guests, all joined Councillor Mrs Richardson to launch the illumination of the Gates.

The Working Party congratulated Councillor Mrs Richardson on the successful launch and agreed that the Gates appeared exceptional when illuminated.

49. Pedestrianised Plaza: Update

The Working Party received and noted an oral update on the pedestrianisation of the former car parking area located to the front of Haverhill Leisure Centre, Ehringshausen Way, Haverhill.

Members noted that the Plaza was now completed following the Cabinet's approval in March 2010 for redesignating the car parking area to the front of the

Haverhill Leisure Centre as a public pedestrianised plaza (Cabinet Minute 151(5): 17 March 2010 referred). The plaza had been completed within the budget of £20,000 and provided an excellent focal point for this location.

Members commended the contractors who had worked in particularly poor weather conditions to enable the plaza to be completed on time and within budget.

50. Dates of Future Meetings

The Working Party confirmed the following dates for future meetings in 2011:-

24 March;
9 June;
21 July;
8 September;
27 October; and
15 December.

All dates were Thursdays and the meetings would commence at 4.15 pm.

The meeting concluded at 6.32 pm.

CHAIRMAN