

**ONE Haverhill Partnership Board Meeting  
MINUTES  
5<sup>th</sup> December 2018 10:00am  
Haverhill Arts Centre**

**Present:**

John Mayhew	JM	Chair and Haverhill & District Chamber of Commerce
Henry Wilson	HW	Vice Chair and REACH
Alison Blackwell	AB	Abbeycroft Leisure
Amy Morton	AM	Community Action Suffolk
Andy Hunter	AH	Head Teacher, Samuel Ward Academy
Anita Jones	AJ	Havebury Housing
Colin Poole	CP	Town Clerk
Councillor John Burns	CllrJB	Haverhill Town Council
Councillor Pat Hanlon	CllrPH	Haverhill Town Council
Councillor Paula Fox	CllrPF	St Edmundsbury Borough Council
Councillor Quillon Fox	CllrQF	Haverhill Town Council
Councillor Susan Glossop	CllrSG	Cabinet Member for Planning & Growth, St Edmundsbury Borough Council
Councillor Tony Brown	CllrTB	Haverhill Town Mayor
Darren Woodward	DW	Director of Education (Primary) Unity Schools Partnership
Dave Gooderham	DG	ONE Haverhill Partnership PR Consultant
David Collinson	DC	Assistant Director - Planning, Regulation, Environment West Suffolk
David Ruddy	DR	West Suffolk College
Ian Gallin	IG	Chief Executive, St Edmundsbury & Forest Heath Councils
Inspector Danny Cooper	InspDC	Suffolk Police
Jacqui Singleton	JS	Work Related Learning Coordinator, Samuel Ward Academy
Kirsty Pitwood	KP	Principal Growth Officer, St Edmundsbury Borough Council
Linda Squirrel	LS	Salvation Army
Lizzie Cocker	LC	Families & Communities Officer, St Edmundsbury Borough Council
Lois Wreathall	LW	Head of Primary Care, West Suffolk CCG
Michelina Partridge	MP	Citizen Advice Bureau
Paul Vella	PV	Menta
Ronnie Knight	RK	Department of Work and Pensions
Teresa Farley	TF	Patient Engagement Officer WSCCG Families and Communities Officer SEBC and FHDC
Alisha Jenkins	AJk	Minute taker, Office Administrator, Haverhill Town Council

Item	ACTION
<p>1. <b><u>Welcome, Declaration of Interest, Apologies</u></b>            John Mayhew welcomed everyone to the meeting.</p> <p>Apologies were received from:            Alex Till, CEO MENTA            Amanda Ankin, Suffolk Chamber of Commerce            Chrissie Geeson, Head of Localities and Partnerships, Public Health, Suffolk County Council.            Councillor David Roach, Suffolk County Council            Councillor Paul West, Suffolk County Council            Michael Attwood, Locality Officer, Suffolk County Council</p> <p>5 members of the public were present.</p> <p>Declarations of interest:            None.</p>	
<p>2. <b><u>Previous Minutes &amp; Matters Arising:</u></b>            John Mayhew advised that Chrissie Geeson, Head of Localities and Partnerships for Public Health at Suffolk County Council, identified to represent Public Health on the Board, who is in fact Michael Attwood’s manager. As a result, it was agreed that CG would instead produce a Public Health report to the Board, annually. It was suggested that June 2019, would be the date of the first report.</p> <p><b>Agreed</b></p> <p>John Mayhew advised that a Board invite to attend did not go to the VASP, as two current Board members attend VASP meetings regularly and would report back.</p> <p>It was reported that the 2018 Apprenticeship Awards had been a great success, with an increased list of nominees being put forward. DG thanked all those that helped run the event, those that attended and Sanofi for providing a venue for the event. The Board recorded their thanks to Dave Gooderham, who organised the event on behalf of OHP and also to Cllr John Burns who had been responsible for shooting and editing the video used to introduce the Achievement Award for Karen Chapple.</p> <p>Lois Wreathall asked that future minutes have an Action and Reading digest at the end of future minutes.</p> <p><b>Approved.</b></p> <p>Previous minutes were approved.</p>	<p><b>MA</b></p> <p><b>CllrPF/ LC</b></p>
<p>3. <b><u>Constitution:</u></b>            Following discussion from the previous Board meeting, to include electing a third Board member with voting rights to the Ops Group. CP proposed that a second Vice-Chair be created, and the necessary minor changes be made to the ONE Haverhill Partnership’s constitution to accommodate that change.</p> <p><b>Approved.</b></p> <p>Two nominations were put forward for the second Vice Chair position; Councillor Paula Fox and Warren Smyth, Managing Director of Abbeycroft Leisure. By a</p>	<p><b>CP</b></p>

show of hands Councillor Paula Fox was elected.

AJk to send out OP's Group meeting dates to CllrPF.

AJk

4. **Board Update:**

**4.1 Financial overview:**

Expenditure = £5,839  
Income = £9,400  
Net expenditure = -£3,561

However, income includes £5,400 grants for Health and Wellbeing, so free resources reduced by £1,839.

The Board noted the need for Task Groups to assess the deliverability of all projects under their remit and report back in June. Those projects identified as not having a sponsor within the Task Group willing to fund delivery will need to be the subject of funding bids.

**ALL to note**

Colin Poole advised that funding for projects should include a contribution towards PR costs, to ensure the promotion of them locally.

**ALL to note**

5. **Presentations:**

**5.1 DWP Presentation:**

Ronnie Knight Partnership Manager at the Department for Work and Pensions briefed the Board on the Haverhill4Jobs initiative which has been launched in the Summer.

The project is attracting interest from local businesses, with 30 businesses already pledged to help the project through offering interview experience, mentoring, work experience or apprenticeships. It is thought that 300 young people in Haverhill are currently economically inactive; the objective is to reduce this number within 18 months.

The initial stages have been slower than hoped, but some significant progress has been made. Currently the DWP is trying to establish a 2-3 week training program, which will help young people gain valuable work experience and there have been other successes, such as, the placing of a number of young people attending a Youth Obligation course at West Suffolk College.

Councillor Paula Fox asked whether youth unemployment was higher in Haverhill compared to other areas locally. RK advised that it is aimed to break the long-term reliance on the benefit system.

Jacqui Singleton suggested someone to attend the schools and work with potentially NEET students.

Lois Wreathall asked if the pledge card could be circulated with the Minutes. RK to send AJk pledge card to circulate to Board members.

**RK/ AJk**

Ronnie Knight to attend the June 2019 Board meeting to give a further update. *RK left the meeting at 10:20am.*

**RK**

## **5.2 Samuel Ward Presentation:**

Andy Hunter, the new Head Teacher of Samuel Ward Academy, gave an update of the work he is doing at Samuel Ward Academy. His aspiration is to draw young people from outside of the local community to attend Haverhill Community Sixth Form, via a high standard of teaching and supporting students with their studies. Samuel Ward video mock Oxbridge interviews that young people take part in so that they can better reflect on their strengths and weaknesses, which will give them an advantage when being placed in interview situations, whether this is at universities or potential jobs.

In May/June 2018 only 15 young people had applied to study at Haverhill Community Sixth Form, but after major efforts, some of which had involved OHP, this number increased to 70 young people and the expectation is next year even more students will apply.

Councillor Paula Fox noted that some students apply for out of town colleges and Sixth Forms just to spread their wings, not necessarily because they want to attend a top-tier university and asked how Haverhill Community Sixth Form would compete with this.

Councillor John Burns asked whether the new college being built in Bury St Edmunds would be a threat to the Haverhill Community Sixth Form.

Andy Hunter assured that his aim was not to compete with Cambridge Sixth Forms but to create a successful school system for those that would rather stay and learn locally whilst maintaining good grades. Haverhill's Sixth Form could be distinctive by looking to the community and local jobs needs to provide courses that would better suit the job market of the town.

## **6. Public Speaking:**

A resident raised a question regarding the dementia pathway in Suffolk, LW agreed to take this subject up.

**LW**

## **7. Task Group updates:**

### **7.1 Health and Wellbeing Task Group:**

7.1.1 Task Group Chair Lois Wreathall briefed attendees on the latest Haverhill LifeLink report (which will be attached with the minutes). LifeLink has worked with a total of 184 referrals so far, 41% of referrals were made via GP's and 24% of referrals were from the Job Centre Plus.

LifeLink has secured funding for the next 3 years which includes a budget to expand out to Brandon and Mildenhall as well with an additional part-time co-ordinator appointed for Haverhill.

7.1.2 Physical Activity Project Group Chair, Alison Blackwell, updated that the 'Haverhill Challenge' to burn 1 million calories has already reached its goal with 3 weeks still left of the challenge.

7.1.3 Councillor Paula Fox informed attendee that there is a male suicide survivors' support group being run in Haverhill.

It was also brought to attention that the Mental Health Services in Haverhill may be relocated. CllrPF will update on this in the next Board meeting.

**CllrPF**

## **7.2 Education, Training and Employment Task Group:**

7.2.1 Task Group Chair David Ruddy reported that Task Group is currently looking into projects that help fight against Social Mobility. This is based on the *Seven Truths* research done in 2012, a copy of the document was sent out to attendees after the last meeting. The main aim of the research is to give everyone the opportunity to reach their potential, no matter what their background is.

7.2.2 Lizzi Cocker confirmed that she is liaising with David Ruddy to help run dementia awareness training.

## **7.3.Crime and ASB:**

7.3.1 Task Group Chair Inspector Danny Cooper informed that the Task Group is endeavouring to procure drug treatment provisions in Haverhill as currently the closest services are in Bury St Edmunds. A drug Support Worker has been hired who is currently working with 8 people in Haverhill. One client who misuses alcohol, cocaine and cannabis and was at risk of losing their accommodation, but since working with the drug Support Worker their situation has improved, securing their accommodation and receiving suitable benefits.

7.3.2 Inspector Danny Cooper updated that training on County Line's drug dealing is being provided to help raise its awareness. The police are currently gathering intel and information on the issue in Haverhill.

7.3.3 Inspector Danny Cooper advised that the issues surrounding HMO's in Haverhill has settled down and is far less of a problem. There are currently only one or two houses that are presenting an issue regarding drugs and anti-social behaviour.

## **7.4.Town Centre MasterPlan Task Group:**

7.4.1 The Shop Front decoration Project has been postponed until spring.

7.4.2 Haverhill Arts Centre extension – no progress to report.

## **7.5. Business Engagement:**

7.5.1 Councillor Paula Fox informed the Board of her interest in a Community Improvement District (CID) as an alternative to the BID. The Community Improvement District would involve everyone that comes into the town rather than just the town centre businesses. CllrPF to send AJk information document, to be sent out to the Board.

**CllrPF/ AJk**

## **7.6. Volunteering in Haverhill:**

7.6.1 Colin Poole updated that this new Task Group is currently looking for a High Street venue for the Volunteer Centre. Members of the Task Group have all been involved in finding a suitable venue as the cost is fundamental to the overall costs of providing a centre. Currently in communication with one of the banks to see if a pop-up centre could be placed on their shop floor, CP to chase for a response.

**CP**

7.6.2 John Mayhew added that if any of the Board members have volunteer projects requiring funding, they should speak to JM/CP, as Community Foundation Suffolk have indicated they have funds to invest in West Suffolk.

**All Volunteer groups**

**8. Dates of Future Board Meetings:**

28<sup>th</sup> March 2019

13<sup>th</sup> June 2019

19<sup>th</sup> September 2019

5<sup>th</sup> December 2019 – to be confirmed as may clash AJk to send out alternative dates via Doodle Poll.

**AJk**

John Mayhew asked that all members check their availability for the dates listed above.

**ALL**

**9. Any Other Business:**

9.1 Councillor Susan Glossop advised that from the 15<sup>th</sup> – 24<sup>th</sup> December, car parking in Haverhill will be free every day from 3pm.

Councillor John Burns asked whether it was possible to get the car parking data, for this year and previous years.

**CIrSG**

9.2 Councillor Paula Fox mentioned that she had attended training in writing funding bids and finding funding sources. She is willing to help local organisations apply for funding.

9.3 Suffolk Chamber of Commerce is holding a meeting in February regarding how to bid for funding.

THE CHAIR CLOSED THE PUBLIC SECTION OF THE MEETING AT THIS STAGE AND THE REMAINDER OF THE MEETING WAS IN PRIVATE. BOARD MEMBERS SHOULD PLEASE TREAT REMAINING ITEMS AS CONFIDENTIAL

**Meeting Closed:**

John Mayhew declared the meeting closed at 12:35pm.

**Date of Next Meeting:**

Thursday 28<sup>th</sup> March 2019, 9:30am Haverhill Arts Centre

**Digest:**

<b>Item:</b>	<b>Action:</b>
2.1 Chrissie Geeson, Head of Localities and Partnerships for Public Health at Suffolk County Council, to produce a Public Health report annually, starting from the June 2019 Board meeting.	<b>MA</b>
2.2 Councillor Paula Fox and Lizzi Cocker to report back to Board regarding VASP meetings.	<b>CllrPF/ LC</b>
3.1 Colin Poole to make the necessary minor changes to the ONE Haverhill Partnership's constitution to accommodate the addition of a second Vice Chair.	<b>CP</b>
3.2 Alisha Jenkins to send out OP's Group meeting dates to CllrPF.	<b>AJk</b>
4.1 Task Groups to assess the deliverability of all projects under their remit and report back in June. Those projects identified as not having a sponsor within the Task Group willing to fund delivery will need to be the subject of funding bids. Colin Poole advised that funding for projects should include a contribution towards PR costs, to ensure the promotion of them locally.	<b>All to note</b>
5.1 Alisha Jenkins to circulate Haverhill4Jobs pledge card to Board members with the meeting minutes.	<b>AJk</b>
5.2 Ronnie Knight to attend the June 2019 Board meeting to give a further update.	<b>RK</b>
6.1 Lois Wreathall to speak to the member of the public regarding the dementia pathway.	<b>LW</b>
7.1.3 Councillor Paula Fox to update on mental health services relocation.	<b>CllrPF</b>
7.5.1 Councillor Paula Fox to send Alisha Jenkins a CID information document, to be sent out to the Board.	<b>CllrPF/ AJk</b>
7.6.1 Colin Poole to continue liaising with the bank about having a pop-up volunteer centre on their shop floor.	<b>CP</b>
7.6.2 John Mayhew added that if any of the Board members have volunteer projects requiring funding, they should speak to JM/CP, as Community Foundation Suffolk have indicated they have funds to invest in West Suffolk	<b>All Volunteer Groups</b>
8.1 Alisha Jenkins to send out alternative December Board dates via Doodle.	<b>AJk</b>
8.2 All members check their availability for the Board dates listed for 2019.	<b>All</b>
9.1 Councillor Susan Glossop to send Councillor John Burns Borough car parking data, for this year and previous years.	<b>CllrSG</b>