

NOTES

17th December 10am – Midday

Castle Manor Business & Training Centre, Eastern Avenue, Haverhill, Suffolk
CB9 9JE

In attendance: Sarah Howard (SH), Clair Harvey (CH), Will Austin (WA), John Mayhew (JM), Jason Andre (JA), Rosanne Kilburn (RK rep Alex Till), Tony Brown (TB), Cathy Manning (CM), Henry Wilson (HW), Peter Ferrie (PF), Philip Sullivan (PS), Alaric Pugh (AP), Ernie Goody (EG)

Apologies: Mary Taylor (MT), Warren Smythe (WS), Rebecca Hopfensperger (RH), Alex Till (AT), Elaine Hewes (EH), Lois Wreathall (LW) **Not in attendance:** Roger Andre (RA) Nigel Bishop (NB) Adam Whittaker (AW)

1) Welcome, Introductions, Apologies

- SH welcomed AP to the board representing St Edmundsbury Borough Council.
- It was noted that several board members were not present and did not give apologies for the meeting.

ACTION: SH to contact those board members who regularly give their apologies or don't attend without notification. If Board members cannot commit to attend meetings they may wish to nominate an alternative representative

2) Matters arising from 17th September '13 meeting

- All actions complete, in progress or on this agenda to be discussed
- Nominations for Vice-Chair had previously been requested with no response. AP volunteered and this was agreed by those present.
- JM requested the board consider holding at least one meeting in public each year and to meet more frequently as a board. It was agreed that a public event should be held but not to hold more frequent board meetings as there would be opportunities to be more involved in the master planning process in the coming months and likely to be additional meetings anyway.
- JA updated on progress with 'the Head'. It is ready to be installed. JA representing ONE Haverhill on the working group looking at the content of the screens and how it can become sustainable. Samuel Ward Academy are leading on this in the initial 6 month period.
- CH updated that following conversations with the Suffolk Chamber, Haverhill Chamber have offered to take forward some elements of the Town Team plan

AGREED: PF & CM to organise an evening event (Public Forum) around April time to feedback ONE Haverhill activity and successes and to hear suggestions from the public on future areas of work/activity. ONE Haverhill board meetings to meet quarterly as now.

ACTION: JA to circulate content statement to OH Board

ACTION: SH to make contact with Samuel Ward Academy (MV) to invite them to be part of this board

3) ONE Haverhill Youth Skills Update (Karen Chapple)

- KC updated the board on her work to date covering a number of objectives set by the youth steering group:
 - Improve job prospects and aspirations of young people in Haverhill
 - Co-ordinate and develop a comprehensive offer to young people in the areas of skills, training, employability and engagement by ensuring agencies work collaboratively.
 - Contribute to H1, to offer apprenticeships, training opportunities employment and other support for young people
 - Work with the police and other agencies to reduce ASB by promoting diversionary activities and training activities.
 - Encourage young people to participate in community projects that improve their skills and employability options.
- WA updated on progress with the H1 venue in Camps Road. Heads of Terms are agreed and currently working on the lease agreement.

ACTION: KC to send barriers/red tape issues that may be preventing getting young people into work/training/ apprenticeships to core group, KC and RK to share experiences and core group to look at sustainability of this post beyond the initial 12 months contract.

4) Haverhill Masterplan Update (Cathy Manning)

- CM circulated some very early draft themes (A place to live, work and play, Ready for Growth, Connectivity, An attractive environment) and discussed how they might signify future work areas for the Masterplan. There will be opportunities for all board members to get involved in one or more of the emerging themes (working groups) to work up the detail. We will need to develop an agreed set of options and issues before we go out for formal consultation.

ACTION: All board members to look at the 4 emerging themes and consider which one you might like to volunteer to be part of or send a representative to. Does the language capture Haverhill's unique selling points? CM to send email to all board members requesting feedback

5) ONE Haverhill Grants scheme

- Grants scheme is now in its second year (2 rounds per year). ONE Haverhill need to consider if it wants to continue to have a second grants round in 13/14 as is (or different criteria?) or consider splitting some of the available funds with other, possibly bigger projects that will benefit Haverhill too.

- This year we changed the criteria to align with our community budget priorities (Young people & Physical environment) and whilst this gave a good focus, it may have deterred people from applying.
- The outcomes achieved from the grants given to date have been very positive but we also need to look at other areas of work/projects that are currently excluded from the grants scheme by its 5k limit/criteria
- Consideration also needs to be given to next year's scheme in light of the need for early agreement on proposals such as the Town Council Community events which historically have been agreed outside of the grants process.
- Board to refer to previous meetings where outcomes achieved by the grants scheme were circulated.

AGREED: 50% of remaining grants funds to be allocated for a second grant round in March 2014. We will revert back to the original broader criteria used in 2013. The remaining 50% to be earmarked for other projects. The core group will work up proposals for and bring back to the board for approval.

ACTION: CH/CM/AP to clarify the conditions of the SEBC grant to ONE Haverhill and that they are happy with this approach

6) Neighbourhood Community Budget Update (Sarah Howard)

Sarah has attended a conference and a meeting with ministers from other departments to discuss what we are doing and how it can impact their departments. She has also visited Andover to talk to them about how to get started as part of the commitment to DCLG to share information.

7) SCC Budget Consultation (Sara Blake)

- SB presented the current budget situation for Suffolk County Council and the savings challenge. SB encouraged board members to respond directly to the consultation which can be found at www.suffolk.gov.uk/your-council/the-budget

8) Any Other Business

Dates of Future Meetings (all 10am-Midday):
18th March 2014, 17th June, 16th September, 16th December
(Venues required)