



ONE Haverhill  
Meeting Notes  
14 December 2011 at  
Haverhill Leisure Centre, Ehringshausen Way, Haverhill  
at 9.30am

**1. Present:** Anne Gower (AG) (Chairman)

Will Austin (WA), Rev Nigel Bishop (NB), Lyn Burgess (LB), Gordon Cox (GC), Peter Ferrie (PF), Ernie Goody (EG), Pat Hanlon (PH), Clair Harvey (CH), Sarah Howard (SH), Tim Marks (TM), Geoff Rivers (GR), Warren Smyth (WS), Mary Taylor (MT), Henry Wilson (HW)

**By Invitation:** Melanie Craig (MC), Suffolk Primary Care Trust  
Sadie Parker (SP), Suffolk Primary Care Trust  
Nick Keeble (NK), Haverhill Arts Centre  
Carol Rowntree (CR), SEBC

**Apologies:** Philip Sullivan (PS), Alex Till (AT), Adam Whittaker (AW)

Visitors were welcomed and the Board was informed that Will Austin (WA) had been appointed as the new Town Clerk and was currently 'shadowing' Gordon Mussett (GM) until GM's forthcoming retirement. WA would replace GM on the Board with immediate effect.

**ACTION: GM to be replaced by WA as Haverhill Town Council's officer representative, with immediate effect**

**2. Primary Care Trust: Haverhill Update**

**(a) Review of the Crown Health Centre**

*(AG declared a personal interest as a registered patient with the Crown Health Centre and remained in the meeting.)*

Melanie Craig (MC) and Sadie Parker (SP) of Suffolk PCT provided a presentation on the PCT's Review of the Crown Health Centre (attached below) and its decision to decommission the service by October 2012.



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***[NOTE: The attached presentation is for circulation to The Board only as this version is not available in the public domain]***

Following the presentation, the following concerns/observations were expressed:-

- An extensive need for a flexible, walk-in facility was evident in Haverhill.

- Whether an X-ray/plastering facility could be provided in Haverhill.
- In order to reduce increasing numbers visiting A&E Departments for minor ailments/injuries, patients needed to be better educated about circumstances when they should visit their GP for treatment.
- The impact the closing of The Crown would have on the other three GP Practices' Patient Lists; the A&E Departments; the ambulance service and the out-of-hours service.
- The inflexibility of the other existing GP practices (e.g. appointments not available on Saturday mornings) and the impact on the local economy if employees were required to take time out of work to visit the GP.
- While public 'engagement' would be held, it was disappointing that the decision to close the Centre had already been made and no suggestions for a possible replacement were forthcoming.
- Insufficient analysis had been undertaken to justify The Crown's closure.
- Insufficient communication/publicity had been provided to inform people of The Crown's location or that patient registrations were taken.

After the discussion, the Board agreed the following:-

- Members would encourage people to take part in the PCT's public engagement exercise.
- Further clarification and analysis of the figures quoted by MC in the presentation/discussion be undertaken to justify The Crown's closure.
- The suggestion of providing briefings, leaflets and FAQ documentation to patients was welcomed (although not to this detail).
- Hard copies of leaflets/FAQs be provided at the Leisure Centre, Library, The Arts Centre, Council Offices etc.

**ACTION: The Board to encourage people to take part in the PCT's public engagement exercise.**

**ACTION: MC and SP to provide further clarification and analysis of the figures quoted to justify The Crown's closure and this be circulated by CS to The Board.**

**ACTION: MC and SP to provide electronic copies of Leaflets/FAQs intended for the public domain and these be circulated by CS to The Board.**

**ACTION: MC and SP to provide hard copies of the leaflet/FAQ's at the venues identified above at the very least.**

## **(b) Clinical Commissioning**

*(SH declared a personal interest as her business supplied software to Addenbrookes Hospital and remained in the meeting.)*

MC provided a presentation on the forthcoming changes to the Clinical Commissioning System (attached below)



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Following the presentation, MC duly responded to questions raised.

*(CR arrived and PF left during the consideration of this item and MC and SP left following its conclusion.)*

### **3. Updates/Feedback**

#### **(a) Notes of last meeting: 19 October 2011**

SH reported that the Teacher/Student representative on ONE Haverhill should be known shortly.

As PF had left the meeting, he would be asked to update members by email on his action identified under the 'Promoting Haverhill & Young Persons Plan Task & Finish Group' item.

<p><b><u>ACTION: AG to ask PF to provide Board with an electronic update on the possibility of police contributing to promotional materials with head of community safety at FHQ</u></b></p>
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#### **(b) 5 Year Young Persons Plan Task & Finish Group**

AG reported that this Task & Finish Group had arranged to meet; however, due to other commitments, this meeting had been rearranged for 12 January 2012. Roy Emmerson, Locality Community Development Officer at SCC's Children's and Young People's Services had been invited to attend the meeting to provide direction and leadership to the Group.

#### **(c) Promoting Haverhill Task & Finish Group**

SH reported that this Task & Finish Group had met and further work had been undertaken on extracting and building on elements of the 'Taking a fresh look at Haverhill' marketing document published in 2006. A succinct two-page working document outlining the Group's proposals and actions was currently being developed.

#### **(d) Enterprising Acorns**

In AT's absence, AG reported that MENTA had successfully received funding for Haverhill for the next three years, by working with Enterprise Acorns, which was part of Transforming Suffolk. This amounted to approximately £37,000, with matched funding from MENTA and other sources.

### **4. Information Items**

#### **(a) SEBC Culture & Leisure Grants**

The Board noted that given the Town Council's ability to meet the cost of the Town Hall Arts Centre from its own precept, £50,000 of the former grant previously awarded to the Town Council for the Arts Centre had now been 'ring-fenced' by SEBC (subject to the budget setting process) for a new Community Grants Fund in Haverhill. SEBC had resolved that ONE Haverhill would be the logical body to determine how the funding should be allocated.

WA and NK sought the Board's approval for allocating the full £50,000 in 2012/13 to support events operated by the Town Council, particularly in respect of events linked to the Queen's Diamond Jubilee and the Olympic Torch Visit in June and July 2012 respectively.

The majority of members voted against a motion regarding the above approach preferring to establish a Task and Finish Group to determine the criteria in which eligible groups would be required to meet; minimum and maximum grants available; the process for approving applications etc.

The Board acknowledged that it needed to establish the Task and Finish Group as soon as practicable and a meeting should be arranged at the earliest opportunity to begin the process of determining how the Board would wish to allocate the funding in 2012/13. Recommendations of the Group would need to be considered at the Board's next meeting on 14 March 2012 (with interim updates provided by email), therefore it was agreed a first meeting would be held on Tuesday 3 January 2012 at 2.00 pm. CH would ascertain a preferred number of members required for the Group ensuring that each sector was adequately represented. Following expressions of interest in joining the Group, membership would be determined shortly thereafter.

**ACTION: Members to email CH if interested in joining the Grants Task and Finish Group as soon as possible.**

**ACTION: CH to determine membership for the Task and Finish Group and a first meeting will be held on 3 January 2012 at 2.00 pm (venue to be confirmed by email).**

**ACTION: Interim updates from the Task and Finish Group on progress be provided to the Board by email, with full recommendations of the Group being presented to the Board on 14 March 2012.**

**(b) Community Budget Pilot**

WA reported that Haverhill had been shortlisted by the DCLG for the Community Budget Pilot; however no decision had been received to date. Members would be informed by email upon receipt of the decision.

*(Subsequent to the meeting, it was reported that Haverhill had been successful in its bid and the DCLG would shortly contact ONE Haverhill regarding the details of the pilot scheme.)*

*(At this point, SH, LB, MT, NB and EG all left the meeting.)*

**(c) Welcome Signs for Haverhill**

The Board received a presentation from Carol Rowntree, SEBC's Economic Development Officer, in respect of possible design options for welcome signs in Haverhill, as attached below:-



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The general consensus preferred Option 1 (black lettering on white background with black and white CB9 logo). Some members expressed an interest in the logo being provided in colour.

A discussion was also held on whether the flower beds provided by Haverhill in Bloom positioned adjacent to the existing signs would be relocated. Investigations would be undertaken into whether they could be re-positioned in other suitable locations.

**ACTION: CR to feed back ONE Haverhill's preferred design option to the Haverhill Area Working Party, as detailed above.**

**ACTION: GR to investigate with SEBC's Parks and Landscapes Section the possibility of re-positioning the existing flower beds currently located adjacent to the existing Welcome Signs.**

**(d) Street Name Plates**

Further to the consultation exercise in which members were asked to provide a preferred design option of the 13 designs provided, the majority were in favour of developing Option 1. See attached below for design options considered:-



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**ACTION: GR to progress the design for new street name plates in Haverhill based upon Design Option 1.**

**5. Date of next meeting**

Wednesday 14 March 2012 at 9.30 am. Venue to be confirmed.

The meeting concluded at 12.35 pm.