



EYE TOWN COUNCIL

Minutes of the MEETING OF EYE TOWN COUNCIL held using video conferencing, on Wednesday 17th February 2021 @ 7:30 pm

Present: Cllrs Walker (Chair), Berry, Brandon, Byles, Evitt, Gould, Henderson, Hudson, Mann, O'Mard, Potter, Smith, Talbot, Turner and Town Clerk, Wendy Alcock. One member of the public present.

1.0 Apologies and Approval of Absences – Cllr Gibbs

2.0 Members Declarations of Interests and Consideration of Requests for Dispensations

Cllr Byles has a pecuniary interest in 12.2 accounts payable.

3.0 Public Participation - Meeting to be opened.

3.1 County Councillor Report – Cllr. Guy McGregor – Not present

3.2 District Councillor Report – Cllr Peter Gould – Full report in Appendix A

The district council is meeting tomorrow to set its budget for 2021/22. The proposal is for 1.66% Increase on Council Tax by the DC. The district has set aside an investment fund of around £4M to support four main areas which are housing, communities, well-being, and environmental initiatives.

Update on Invest in Eye – How we implement plans is part from the Neighbourhood Plan and the Town Council priorities. Projects in progress in the near future are 2 Cross Street and the Digital High Street. Cllr Gould would like to organise a session to inform Councillors what the Invest in Eye project covers and can do to help Eye. The Clerk to liaise with Cllr Gould to make arrangements.

Cllr Byles asked if all the businesses will be involved in the development of the digital high street. Cllr Gould reported that they would be fully involved.

Cllr Brandon – asked if the Town Hall would be included in this project. Cllr Gould reported that he would feed this back to the officers.

Persimmon application is out for consultation and is covered in the agenda later. The Project Co-Ordinator Andy Robinson has carried out an initial appraisal to identify the fit to the aspirations for the ENP. There is a meeting on 22nd February with the planning officer Cllr Berry, Cllr Gould and Andy Robinson to discuss the application further.

Cllr Henderson asked to what extent the reserved matter application should meet the requirements as outlined in the ENP and what did this mean.

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Signed: Mayor

Eye Town Clerk

Dated 17.03.2021

Cllr Gould gave an overview of the format of a reserved matter application.

Access for Paddock House garden to start work has been requested.

3.3 Members of the Public – to receive questions and matters of concern from those present.

Mason Potter – Asked when the skate park is going to be open. Has heard that a repair is required before it can be reopened. What is the repair required and did the park pass the annual safety inspection? If the skate park is moved when will that be?

Cllr Smith – Currently closed due to Covid restriction awaiting permission to from central govt to reopen. The edges of the ramp need to be filled in and this can't be completed until the weather improves. Hopefully, by the end of March. The skate park will only be open once the government restrictions allow.

The decision for moving the skate park has not been formally made and there is much to put in place before any this can happen. It will be closed for about a month. The potential new location will be the other side of the field where the Pétanque court is currently sited. Planning permission will be required for any re-location.

Cllr Henderson has concerns regarding the relocation of the skate park and feels that a legal contract with the Trustees over the conditions and use of the new site should be in place.

Meeting to be closed for public participation. Formal Council statutory business as follows: -

4.0 To receive and confirm the minutes of the **Town Council** meeting held on the 20th January 2021.
Proposed by Cllr Mann, Seconded Cllr Smith – All in favour

5.0 The **Town Hall Committee** has not held a meeting since the last Council meeting. Verbal report from the Chair.

Reports were given for the following areas: -

- The Town Hall Logo has been distributed to the committee and a vote on which logo will be adopted will take place at the next meeting.
- The wedding video is almost complete, and this will be reported at the next meeting.
- Water had ingressed probably from the valley between the clock tower and the main town hall roof covering during the heavy snow last week. Cllr Berry and the caretaker managed to clear but will be seeking an opinion from the builders if any further work is required.
- The Clerk reported that we have received a request from the Suffolk Resilience Forum for the Town Hall to become a testing centre for people without any symptoms of COVID. Awaiting confirmation.

6.3 6.0 To receive and comment on planning applications and appeals as follows (and consideration of late applications)

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Signed: Mayor



Eye Town Clerk



Dated 17.03.2021

6.3 To be taken first in the agenda.

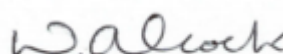
6.3	DC/21/00609	Land to the South of Eye Airfield and North of Castleton Way	Submission of details (reserved matters in part-phase 1. Outline planning permission 3563/15 – Appearance, Landscaping, Layout and Scale for 138 dwellings
<p>Cllr Berry gave an outline of the concerns regarding this application and having time to research and give due consideration before giving a response. See Planning Committee minutes for full details by following this link.</p> <p>Therefore, the following proposal is made: -</p> <p>Proposal that Council gives delegated powers under Section 101 of the Local Government Act 1972 to the Planning Committee to prepare comments in relation to DC/21/00609 for submission on behalf of ETC to the local planning authority by the response date for this application of 3rd March.</p> <p>Proposed by Cllr Berry, Seconded Cllr Evitt – All in favour</p> <p>The delegated decision will be reported to Full Council at the March meeting.</p>			
6.1	DC/21/00603	6 Castleton Way, Eye	Erection of first floor extension, conversion and erection to garage to provide additional living accommodation
<p>No comments – Questions posed by councilors were responded to by the applicants agent at the Planning Committee</p> <p>Proposed by Cllr Berry, Seconded by Cllr Smith – All in favour</p>			
6.2	DC/21/00610	Cranswick Country Foods	Installation of roof mounted Solar PV
<p>No comments on this application.</p> <p>Proposed by Cllr Berry, Seconded by Cllr Smith – All in favour</p>			
6.4	DC/21/00804	Oak Tree House, Castleton Way, Eye	Tree works protected by a preservation order
<p>ETC supports this application and commends the quality of it which was clear and accompanied by photographs. It should be noted that work should be completed at the appropriate time for oak trees which is in the spring.</p> <p>Proposed by Cllr Berry, seconded by Cllr Smith – All in favour.</p>			
6.5	DC/21/00684	Oak Lawn Farm, Hoxne Road, Eye	Install exterior wall insulation to the North Wall and part of the west wall
<p>No comments.</p>			

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Signed: Mayor



Eye Town Clerk



Dated 17.03.2021

Proposed by Cllr Berry Seconded by Cllr Smith – All in favour.

7.0 The decisions and appeals were noted.

7.1	DC/20/05708	9 Victoria Hill, Eye	Planning permission granted.
7.2	DC/20/05449	16 Victoria Hill, Eye	Planning permission refused.
7.3	DC/20/00429	Land between Broad Street and Dove Lane, Eye	Discharge of conditions.

8.0 Other Planning Matters

8.1 Response to the Suffolk Design Streets Guide

A good response was delivered by the working group and was commended by Cllr Berry. Thanks, should be given to Cllrs Turner, Brandon. O'Mard and Gary Rowland.

8.2 Update on referendum date for Eye Neighbourhood Plan.

The referendum will take place on the 6th May. This is important step for the Neighbourhood Plan and will determine if it is formally 'made'. All Councillors should encourage everyone to take the opportunity to vote in the referendum.

8.3 Further planning matters for noting.

Concerns raised regarding the proposed closure of the A140 from B1077 (top of Brome triangle) down to Castleton Way.

These concerns have already been made to the Suffolk County Council by way of the HGV Working Group by Cllr Gould.

9.0 To receive and confirm the minutes and recommendations of the **Environment Committee** meeting held on 2nd February 2021.

For information Cllr Smith has received a report from Suffolk Highways have notified Cllr Smith regarding the required clearance of roads and pavements of any overhanging vegetation from neighbouring properties. Failure to comply could lead to costs.

Suffolk County Council have informed Cllr Smith in his capacity as Tree Warden that Town Moors has been designated as part of the healing wood and well-being wood project. The Town Council will need to sponsor this on behalf of the Town Moor Trustees. Further report to come to March meeting.

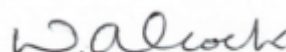
10.0 To receive and confirm the minutes and recommendations of the **Finance & Governance**.

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Signed: Mayor



Eye Town Clerk



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Committee meeting held on 4th February 2021.

10.1 Propose that Full Council approves the updated Committee Membership listing.

Cllr Berry noted that the start time of the Planning Committee should be 6:30 pm not 7:00 pm.

Proposed by Cllr Evitt, Seconded Cllr Mann – All in favour

10.2 Propose that Council approves the review of the following register and guide as required by the standing orders: -

10.2.1 Review of the Asset Register

10.2.2 Guide to being a Mayor.

Proposed by Cllr Evitt, Seconded Cllr O'Mard – All in favour

10.3 Update on outstanding arrears for Non-Domestic Rates on the Town Hall and proposal to Full Council for virement to cover instalment repayment for 2020/21.

Details can be found in the Finance and Governance minutes in item 7.3 [by following this link](#).

The Clerk has proposed repayment of the arrears over three instalments the first being listed in the accounts payable later in this report. A virement proposal to cover the payment has been previously circulated to Councillors.

The Clerk seeks approval for this virement.

Proposed by Cllr Evitt, Seconded Cllr Gould – All in favour

10.4 Proposal for Full Council to set aside a further £2K from reserves to support the soil testing survey on the Land at Victoria Mill

Proposed by Cllr Evitt, Seconded Cllr Berry – All in favour

Cllr Byles left at 20:45

11.0 To receive and confirm the minutes of the **Events** Committee held on the 1st February.

Plans were being made in preparation for Mayor Making Day on the 13th June.

12.0 To receive and confirm the following Financial Matters:

12.1 To receive and note the bank balances as of 31st January 2021 (Appendix B).

12.2 To receive and approve invoices presented for payment on the 18th February (Appendix C).

12.3 To approve payment of Staff Salaries for January by bank transfer payable on the 18th February.

Proposed by Cllr Gould, Seconded Cllr Brandon – All in favour

13.0 To note the attached items of correspondence.

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Signed: Mayor



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CORRESPONDENCE TO THE COUNCIL – TO BE NOTED AND CONSIDERED

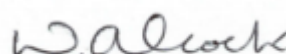
<i>Details of Correspondence</i>	<i>Actions Taken/Required</i>
Concerns raised by residents about issues with the lorry drivers using Buckshorn Lane for deliveries to Central Co-Op on Church St.	Responded to resident and also written to the Co-Op although no reply has been received

13.0 Date of next meeting Wednesday 17th March 2021.

Meeting closed at 20:50.



Signed: Mayor



Eye Town Clerk

Dated 17.03.2021

Appendix A

District Councillors Report, Cllr Peter Gould – January 2021

As you know, you are currently receiving [regular updates](#) on our response to COVID-19 in our districts and we suggest that you review the most recent update to see the most up-to-date situation in terms of our support for local business, communities and impact on our services ahead of your town or parish meetings.

You have continued to receive all media releases as they are issued and can [see them on our website here](#), but to assist you in giving your towns or parishes a rundown of activity during January, we include all recent announcements below:

An update on Covid-19 in Suffolk

Regular bulletins are being produced to give a snapshot of the current Covid-19 situation in Suffolk - along with updates on the work being carried out as part of Suffolk's Local Outbreak Control Plan. You can find the bulletins through existing fortnightly updates for councillors, or [via the Suffolk County Council website](#). An update on the vaccine rollout can be found on the [SNEE NHS COVID-19 Vaccination Service website](#).

Additional Restrictions Grant reopens for businesses in Mid Suffolk.

Business owners in Mid Suffolk are being urged to explore the range of Covid-19 support grants open to support them through the current national lockdown. [Read the full story](#)

Business centre boosts councils' income

Property investment company CIFCO Capital Ltd has invested £5.7m in a Basingstoke business centre, so future rental income can be invested back into Babergh and Mid Suffolk's council services. [Read the full story](#)

New Year, New Homes

Babergh and Mid Suffolk District Councils have invested more than £40m buying 250 new homes for low-income house-hunters. This multi-million-pound investment in social housing will see new properties added to their existing council house stock of more than 6,000 homes or made available to buy as shared ownership homes – helping low-income families onto the first rung of the property ladder. [Read the full story](#)

Stowmarket arts centre gets major boost.

Ambitions for Stowmarket to become a hub for arts and culture took a major step forward earlier this month, following Councillors unanimously giving the go-ahead to lease 11 Market Place to the John Peel Centre. [Read the full story](#)

Garden waste collections suspended until further notice.

Our garden waste (brown bin) collections have been suspended from Monday 11 January 2021 until further notice. This is to enable our crews to prioritise essential waste collections, such as the collection of refuse, recycling and clinical waste. Future invoices will be adjusted to compensate for this period of non-collection. [Read the full story](#)

Go ahead for emission-cutting fuel plans.

Babergh and Mid Suffolk District Councils will cut their fleet's carbon emissions by up to 90% – supporting the councils' carbon neutral aims. [Read the full story](#)

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New service to support residents to live independently and safely in their homes.

Babergh and Mid Suffolk District Councils' 'Independent Living Service' has been developed to help improve the quality of life of the districts' most vulnerable adults, young people and children. [Read the full story](#)

Chatbot technology to support customers.

We've now started our year-long pilot of [chatbot and automated phone technology](#) on our phonenumber and website. This widely used technology is there to support customers with their queries at a time to suit them, 24/7 - even when our offices are closed. [Read the full story](#)

Housing Delivery Test 2020

The recently published Housing Delivery Test 2020 (an annual measurement of housing delivery in the area of relevant plan-making authorities) confirms that both councils met the Government's housing delivery requirement over the past three years. [Find out more](#)

Barham homes bring raft of community benefits.

Councillors recently approved outline planning permission for 269 houses in Barham, securing 94 'affordable homes' for low-income house-hunters, highways and pedestrian improvements, and land for a new school for the village. [Read the full story](#)

Go-ahead for new homes secures pre-school for Elmswell.

Outline plans for 86 new homes at Elmswell received the green light earlier this month – paving the way for highways improvements, 'affordable homes' and a new pre-school for the village. [Read the full story](#)

Pledge to tackle anti-Semitism.

The nation recently marked Holocaust Memorial Day – and our councils have strengthened their commitment to tackling anti-Semitism. Mid Suffolk Councillors agreed to support the International Holocaust Remembrance Alliance (IHRA) guidelines, providing reassurance to the district's Jewish community that this form of crime is taken very seriously, and we will do everything in our power to tackle it. [Read the full story](#)

Census 2021 will provide a snapshot of modern society Households across Babergh and Mid Suffolk will soon be asked to take part in Census 2021. The census is a once-in-a-decade survey that gives the Office for National Statistics the most accurate estimate of all the people and households in England and Wales. It has been carried out every decade since 1801 (except for 1941). [Read the full story](#)

New recycling campaign aims to get Suffolk's recycling right.

Every year, more than 10,000 tonnes (1 in 5 lorries worth) of recycling from Suffolk homes is rejected. This is due to residents placing the wrong items in their recycling bins. A new campaign 'Together we can get our recycling right' has been launched by the Suffolk Waste Partnership to tackle the problem. [Read the full story](#)

Vehicle banners encourage Suffolk to be food and freezer savvy.

Waste and recycling vehicles in Suffolk are now displaying new artwork to help deliver the food savvy message and cut food waste across the county. Over 50,000 tonnes of food, the equivalent of around £730 per household on average, gets thrown away in Suffolk every year. [Read the full story](#)



Eye Town Council

10 February 2021 (Accounts 2020-2021)

Bank Reconciliation at 31/01/2021

	Cash in Hand 01/04/2020	148,591.20
	ADD	
	Receipts 01/04/2020 - 31/01/2021	145,234.75
		293,825.95
	SUBTRACT	
	Payments 01/04/2020 - 31/01/2021	128,873.12
A	Cash in Hand 31/01/2021 (per Cash Book)	164,952.83
	 Cash in hand per Bank Statements	
	Cash 31/01/2021	128.69
	1. Barclays Current Account 29/01/2021	84,480.25
	Barclays Business Account 29/01/2021	49,264.90
	Barclaycard 31/01/2021	0.00
	National savings investment acc: 31/01/2021	31,240.21
		165,114.05
	Less unrepresented payments	161.22
		164,952.83
	Plus unrepresented receipts	0.00
B	Adjusted Bank Balance	164,952.83
	 A = B Checks out OK	

Signed: Mayor 

Eye Town Clerk 

Dated 17.03.2021

Appendix C

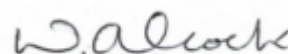
EYE TOWN COUNCIL						
ACCOUNTS PAYABLE to 09.02.2021						
Vch	Type	Code	Name	Description		Amount
351	CC	20 - Office costs postage,stationery,copying	Royal Mail	Postage stamps		1.50
352	BT	194 - Registration of Land	C Byles	Cemetery Land Registration expenses		167.50
353	BT	180 - Neighbourhood Plan	Suffolk County Council	HGV Project		3,500.00
354	BT	21 - IT equipment & Scribe Software	Scribe	scribe licences		951.60
355	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials		35.18
356	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning Equipment		15.99
357	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning Equipment		6.49
358	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials		37.60
359	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning Equipment		15.99
360	BT	62 - Grass and hedge cutting	Mortimer Contracts Ltd	Grass Cut Contract (Cem & Church)		720.00
361	BT	63 - Tree lopping health & safety issues	Mortimer Contracts Ltd	Tree works		456.00
362	BT	27 - Training Councillors/Mayor	Suffolk Association of Local Councils	Councillor training		60.00
363	CC	46 - Street Cleaner Sundries	Amazon EU S.a.r.l	PPE		14.99
364	CC	46 - Street Cleaner Sundries	Amazon EU S.a.r.l	Cleaning materials		11.20
365	DD	105 - Gas	Crown Gas & Power	Gas		63.69
366	DD	23 - Phone	O2	Phone		42.22
367	BT	204 - Mayors on the stairs	John Read	Photographs		180.00
368	DD	186 - Bank Charges	Barclays	Bank fee		10.28
		Staff Cost Codes	All Staff	Wages		4,339.60
375	BT	19 - Pensions	NEST	Pension		145.64
		Staff Cost Codes	HMRC	PAYE/NIERC		1,135.07
381	DD	142 - Broadband	Zen	Broadband		38.40
382	CC	20 - Office costs postage,stationery,copying	Royal Mail	Postage stamps		1.50
383	BT	29 - Mace Bearer	Maurice Gibbs	Mace Bearer Payment		120.00
384	BT	46 - Street Cleaner Sundries	Workwear (East Anglia Ltd)	PPE		5.01
385-6	BT	Sundries	Eye Handyman	Toilet/Street Cleaning sundries		39.64
387	BT	158 - Business Rates - Town Hall	Mid Suffolk District Council	Arrears repayment for business rates		3,554.06
388	BT	108 - Marketing Materials	Outflux	Town Hall logo		200.00
389	BT	159 - Office Rent	Zen	Office broadband		38.40
					Total	15,907.55

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Signed: Mayor



Eye Town Clerk



Dated 17.03.2021