



EYE TOWN COUNCIL

**Councillors are hereby summoned to attend the
MEETING OF EYE TOWN COUNCIL to be held using video conferencing,
on WEDNESDAY 16th September 2020 @ 7:30 pm**

Members of the public wishing to attend the meeting please follow the instructions on this link

<https://us02web.zoom.us/j/84706795223?pwd=d0d0cTJxaFlsUTNQWkw0YUprRRWxmQT09>

Meeting ID: 847 0679 5223

Passcode: 725741

To join by phone call either of the numbers below and follow the instructions. You will need the meeting ID and password shown above.

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1.0 Apologies and Approval of Absences – Cllr Brandon and Henderson

2.0 Members Declarations of Interests and Consideration of Requests for Dispensations

3.0 Public Participation - Meeting to be opened

3.1 County Councillor Report – Cllr. Guy McGregor

3.2 District Councillor Report – Cllr Peter Gould

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

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 15th July 2020 and the **Extra Ordinary Meeting** held on the 7th August 2020.**

5.0 To receive and confirm the minutes from the **Town Hall Committee held on 22nd July.**

6.0 The Planning Committee held an Extra Ordinary meeting on the 3rd September to consider urgent applications. The decisions from these under delegated power can be seen on Appendix A attached to this agenda. No further applications have been received for consideration so no Planning Committee was held on the scheduled date of 14th September. Any late applications will be presented to Council for consideration and decision at this meeting.

7.0 To receive and note Mid Suffolk DC planning decisions and appeals received since the last meeting.

7.1	AP/W3520/W/20/3251982	Cranley Mill, Cranley Road, Eye	Appeal upheld Planning Authorities decision.
7.2	DC/20/01537	Former Paddock House Care home	Planning permission has been granted.
7.3	DC/20/01931	1 Cross St, Eye	Planning permission has been granted.
7.4	DC/20/02230	Eyes Open CIC	Listed building consent granted.

		2 Castle St, Eye	
7.5	DC/20/02465	29 Lowgate Street, Eye	Does not wish to object
7.6	DC/20/02568	The Hexagon, Broad St, Eye	Does not wish to object
7.7	DC/20/02580	34 Lambseth St, Eye	Does not wish to object
7.8	DC/20/02590	Oak House, 2 Ludgate Causeway, Eye	Planning permission granted.
7.9	DC/20/02598	Conifer Cottage, 84 Brome Avenue, Eye	Listed building consent granted.
7.10	DC/20/02624	Stayer House, 52 Castle St, Eye	Does not wish to object
7.11	DC/20/02729	Stayer House, 52 Castle St, Eye	Does not wish to object
7.12	DC/20/02878	Orchard House, Cocks Road, Eye	Planning permission has been granted
7.13	DC/20/03184	8 Lambseth Street, Eye	MSDC does not wish to object

8.0 To receive and confirm the minutes and recommendations of the **Environment Committee** meeting held on 7th July 2020.

8.1 Propose that Eye Town Council produces a landscape proposal on behalf of MSDC for the green space to the front (adjoining Church Street) of the Paddock House site and will accept responsibility for the planting and associated maintenance of this area thereafter.

9.0 To receive and confirm the minutes and recommendations of the **Finance & Governance** Committee meeting held on 2nd July 2020.

9.1 That Full Council to approve the salary increase as stated in the Local Government Services' Pay Award for 2020-21. This relates to the Clerk and Project Co-Ordinator salary scales.

9.2 Propose that Full Council adopts and publishes the Website Accessibility Statement following the Accessibility Assessment as carried out by the Clerk.

9.3 That Full Council approves the following policies: -

9.3.1 Grant Award Policy

9.3.2 Councillor Induction Policy

9.3.3 Equal Opportunity Policy

9.3.4 Health and Safety Policy

9.4 Proposal that Full Council approve a donation of £100 to Suffolk Accident and Rescue Service from the Section 137 fund.

10.0 To received and confirm the minutes of the **Events** Committee held on the 6th July 2020.

10.1 Proposal to Full Council is to have a discrete service at the memorial where the Mayor and possibly Deputy Lord Lieutenant will lay wreath and the last post will be played from a PA system and a minutes silence held in respect of those fallen in the wars.

10.2 Proposal to Full Council to have special recognition awards to be agreed by the Events Committee and handed over to those selected at the late-night Christmas evening.

11.0 Updates from Neighbourhood Plan Working Groups

11.1 Traffic Management Group (Cllr Berry) – Report to be given by Gary Rowland

11.1.1 That the council considers supporting the petition presented by the TOOOT action group via and that this be forwarded to Suffolk County Council via county Councillor Guy McGregor and calls on the county council to treat traffic management in Eye as an absolute priority now before serious injury to pedestrians or damage to property is incurred.

11.1.2 That the council notes and comments the work undertaken by the TOOOT action group and in particular the part played by Councillor Tunie Brandon and co-opted member Gary Rowland

11.2 Asset Management Group (Cllr Gould)

Council agrees that Councillors Evitt, Berry and Gould be delegated to interview and select a professional property advisor from the two proposals received and that they also be delegated to identify any other professional services required to facilitate the sale in order to enable the Council to obtain best value.

12.0 The Council is asked to note that in accordance with the delegate authority given to the Clerk and relevant Chair of Committee on the 15th July (Section 101 of the Local Government Act 1972 reference 20-03-18/9.7a/2429) the decisions as listed in Appendix A to this agenda have been taken.

13.0 To receive and confirm the following Financial Matters:

13.1 To receive and note the current bank balances and Balance Sheet (attached)

13.2 To receive and approve invoices presented for payment on the 17th September (attached)

13.3 To approve payment of Staff Salaries for August 20 by bank transfer payable on the 17th Sept 20.

13.4 To note the half year Budget monitoring report for 2020/21

14.0 To note the attached items of correspondence.

CORRESPONDENCE TO THE COUNCIL – TO BE NOTED AND CONSIDERED	
<i>Details of Correspondence</i>	<i>Actions Taken/Required</i>
Letter from Hartismere School regarding the Eye Town Council Community Award winner for 2020	Passed to Councillors for information
Correspondence from member of the public regarding the operation of the Covid testing centre at Hartismere hospital, Eye	Passed to Councillors for information and referred correspondent to the appropriate authority.

15.0 Date of next meeting Wednesday 21st October 2020.

Meeting closes.

Exclusion of Press and Public

(LGA 1972, Part 1, Schedule 12A, Section 100A(4)). To consider whether under Section 100A(4) of the Local Government Act 1972, the press and public should be excluded from the meeting on the grounds that the business to be transacted involves the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972 and indicated against each item marked***

Appendix A

The Council is asked to note that in accordance with the delegated authority given to the Clerk and relevant Chairs on 15th July 2020 under Section 101 of the Local Government Act 1972 reference 20-03-18/9.7a/2429 the following decisions have been taken:

1. Environment Committee – re-opening Play Areas

A zoom meeting was held on the 20th August at 1:00 pm between Chair and Deputy Chair of the Environment Committee Cllrs Smith and Walker respectively and the Town Clerk. The Safety Inspection on both the Pocket Park at Oak Crescent and the Skatepark at Town Moors was carried out by the agents for Mid Suffolk District Council on the 19th August. Both play area equipment was deemed to be safe to use. Cllrs Smith and Walker agreed that the parks should be reopened as soon as possible to provide an activity for residents for the last two weeks of the summer holidays. Government guidelines on social distancing must still be adhered to. The Clerk has drafted posters to be put up at both parks reminding users of their responsibilities. The Clerk to publish announcements on social media and the Council's website.

2. Accounts Payable to 31/08/2020

EYE TOWN COUNCIL							
ACCOUNTS PAYABLE TO 24/08/2020							
Vch	Pay Type	Code	Name	Description		Amount	Initials
186	CC	159 - Office Costs	Zoom	August Fees		14.39	
185	CC	20 - Office costs, postage, stationery	Amazon EU S.a.r.l	Name badges		8.93	
184	BT	20 - Office costs, postage, stationery	Cllr C Byles	Postage	1.52		
183	BT	101 - Equipment	Cllr C Byles	Keys	46.5		
			Cllr C Byles			48.02	
182	BT	71 - Public toilet sundries, repairs	Handyman Eye	Equipment and supplied	26.99		
181	BT	46 - Street Cleaner Sundries	Handyman Eye	Cleaning materials	4.75		
			Handyman Eye			31.74	
180	DD	106 - Electric	Southern Electric	Electricity		298.30	
179	DD	199 - Water and Sew erage	Wave	Water		435.30	
178	CC	20 - Office costs postage,stationery,copying	Post office	Postage stamps		1.50	
177	CC	20 - Office costs postage,stationery,copying	Amazon EU S.a.r.l	stamps		11.25	
176	DD	23 - Phone	O2	Phone		-8.00	
175	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials		12.00	
174	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	toilet cleaning materials		12.00	
173	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	toilet cleaning materials		17.99	
172	BT	73 - Grass cutting Pocket Park and Skateboard area	Hartleys Garden Services	Grass Cutting		200.00	
171	CC	46 - Street Cleaner Sundries	Amazon EU S.a.r.l	Street carer sundries		19.07	
170	CC	21 - IT equipment & Scribe Software	Echo Internet Ltd	IT support		31.46	
169	DD	105 - Gas	Crow n Gas & Pow er	Gas		29.23	
168	DD	159 - Office Rent	Zen	Broadband		38.40	
167	DD	19 - Pensions	NEST	Pension		128.14	
166	DD	69 - Sanitary unit	PHS Group	sanitary unit		-115.68	
165	DD	69 - Sanitary unit	PHS Group	sanitary unit		99.85	
163	BT	201 - Public Toilet Refurbishment 2020	Paul Durrant & Son Builders	Public Toilet Refurbishment 2020		240.26	
162	BT	28 - Training Staff	Suffolk Association of Local Councils	Training		30.00	
159-161 +164		All Staff	HMRC			940.58	
158-154		All Staff	Various			3,774.84	

153	CC	195 - Wildflower Meadow	Frontier Agriculture	Wildflower seeds		236.00
152	CC	85 - Cleaning and other materials	Amazon EU S.a.r.l	Cleaning Equipment		6.48
151	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning Equipment		6.49
150	CC	85 - Cleaning and other materials	Amazon EU S.a.r.l	Cleaning materials		15.50
149	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials		34.08
148	DD	23 - Phone	O2	Phone		-8.00
147	DD	186 - Bank Charges	Barclays	Bank fee		8.89
146	CC	159 - Office Rent	Zoom	subscription		14.39
145	BT	73 - Grass cutting Pocket Park and Skateboard area	Hartleys Garden Services	Grass Cutting		200.00
144	BT	62 - Grass and hedge cutting	Mortimer Contracts Ltd	Grass Cut Contract (Cem & Church)		720.00
143	BT	33 - Insurance	WPS Insurance Brokers	Insurance		46.22
142	DD	23 - Phone	O2	Phone		42.22
141	DD	142 - Broadband	Zen	Broadband		38.40
140	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials		65.98
139	BT	182 - CIL payments	Outflux	Neighbourhood Plan Printing		60.00
138	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Toilet sundries		14.30
137	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Toilet sundries		24.65
136	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Toilet sundries		20.20
135	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Toilet sundries		32.72
134	CC	201 - Public Toilet Refurbishment 2020	Ipswich Plastic Ltd	Public Toilet Refurbishment 2020		208.54
						7,983.55

KEY - Numbers = Cheque, BT = Bank Transfer, CC = Credit Card, DD = Direct Debit, PC = Petty Cash

3. Planning Application decisions made at Extra Ordinary Planning Meeting held on the 3rd September.

Date Received	Number of Application	Location	Details	Deadline
19.08.2020	DC/20/02052	Castle Hill Farm, Castle Hill, Thorndon	Erection of 4 poultry houses with associated admin block, feed bins and vehicle access	9.9.2020
<p>Proposal</p> <p>Eye Town Council objects to this application</p> <p>The Council appreciates the contact made on 19th August to be formally consulted on this application. This contact makes it clear that, given the harmful impact of enhanced HGV movements clearly to be incurred by the town, that ETC should have been a formal consultee when the application was first advertised. None the less ETC is pleased to respond in this formally recognised capacity.</p> <p>The whole matter of traffic in Eye and other surrounding areas is a major concern to the council and the vast majority of residents especially those who live in the town centre. A petition with over 900 signatures (half the adult population of Eye) is to be presented at the next town council meeting and onwards to Suffolk County Council. ETC objected to this application by a unanimous resolution at its meeting on June 17th and this has been posted on the portal under the town clerk's name Mrs Wendy Alcock on page 8 of the portal comments with a posting date of 23rd June.</p> <p>ETC requests that this be considered as comments submitted under now formal consultee status with the additions below which were passed unanimously at an extra-ordinary meeting of the council on September 3rd.</p>				

Long standing councillors cannot remember a subject which has caused so much concern across so many neighbouring parishes, and Eye in particular, as the current levels of HGV traffic growth. Rather than simply repeat the original submission the council is asking the planning committee to balance the economic drivers at the heart of this application with its impact on people's quality of life. It is all very well for traffic professionals (see consultation letter SCC/CON/2363/20) to take a nuanced view of section 109 of the NPPF that the extra levels of traffic will not be 'severe'. ETC submits that this is under researched and that the MLM survey, commissioned by the council, shows this to be the case. The council has been sent a copy of the report produced under the auspice of the Joint Parish Working Group by Stradbroke Parish Council and has considered the contents at this EGM. The council considers this to be a more in-depth and accurate analysis of the real level of traffic generation and ETC supports it. The research cites the MLM Group's report and correctly identifies that given the current baseline of existing traffic safety and amenity issues it is clear that additional HGV movements will severely compound these problems.

There is already an unacceptable situation regarding highway safety and danger to residents and pedestrians, often accompanying young children to school, with HGVs mounting the pavements and scraping buildings. Developments such as these will make the 'residual impacts on the road network' severe on any balanced view. The term severe is not specifically defined in the glossary of the NPPF but the note attached from an Eye resident below demonstrates that the traffic officer's views need moderating. People's safety matters and is a critical planning issue.

ETC has received dozens of representations regarding increases in HGV traffic This and the number of objections on the portal shows the depth of public concern. ETC does not have jurisdiction to prevent the traffic situation worsening but BMSDC does. ETC urges the BMSDC planning committee to reject this application and instigate, with other partners, a meaningful dialogue with local parishes about optimum methods of HGV management and control before others similar developments are considered.

Eye Town Council feels that the notes submitted with this comment highlights the personal anguish of many residents and submits that the harm done to people's quality of life, mental health and loss of residential amenity are planning matters and taken with the wealth of similar information already placed on the portal are grounds for rejection of this application.

Proposed Cllr Smith seconded by Cllr Brandon - all in favour

19.08.2020	DC/20/03541	Queens Head Cross St, Eye	Erection of new outdoor bar and servery	9.9.2020
<p>Proposal That Eye Town Council supports this application DC/20/03541 for the construction of an outdoor bar. The reasons for this are:</p> <ul style="list-style-type: none"> • It involves no alteration to the listed building and has limited impact on its setting being located adjacent to the southern boundary • It is in the shadow of a much larger SCC building which itself makes the southern boundary highly unattractive. This structure could be said to soften the view • It is clearly necessary for the commercial functioning of the Queens Head in the current circumstances 				

The Council have a number of concerns about the current control exercised over the external courtyard and the diminution in residential amenity sustained by some residents and made clear in their comments both on the portal and at this meeting. The committee would like the following taken into account by the relevant section of BMSDC to control noise and other emissions and balance the quality of life rightly to be expected by neighbours with the running of a town centre business.

The council requests that:

- Items 1-4 of the conclusion in the objection from Hucklesby Architects be considered, where relevant, as conditions
- Amendments to the license be considered to end outdoor service at 10.00 and the whole premises be vacated by 11:00 from Sunday to Thursday and to end outdoor service at 11:00 and for premises to be vacated by 11:30 on Fridays and Saturdays. License extensions to be considered for Bank Holidays and special pre-planned events.
- The storage and refuse area should be tidied up given the conservation area status
- Parking in the area in front of the former advice centre be allowed to continue at least temporarily as parking is limited in Eye and this provides access for less able people
- A review of conditions be undertaken after 6 months.

Proposed by Cllr Walker seconded by Cllr Hudson – 8 support, 1 abstention – proposal carried.

19.08.2020	DC/20/03542	Queens Head Cross St, Eye	Listed building consent for erection of new outdoor bar and servery	9.9.2020
Application to be withdrawn. Not considered.				
24.08.2020	DC/20/03401	11 Victoria Hill, Eye	Erection of two storey and single storey rear extension. Alterations to extend roof pitch over existing side extension	14.9.2020
Propose that Eye Town Council supports this application as it improves the appearance of the elevation of the building.				
Proposed by Cllr Evitt, seconded by Cllr Walker - all in favour.				