



# EYE TOWN COUNCIL

## AGENDA

YOU ARE HEREBY SUMMONED to attend the meeting of Eye Town Council which will be held on Wednesday 16<sup>th</sup> of September 2015 at 7.30 pm in the Council Chamber, Eye Town Hall, Eye, Suffolk.

1. APOLOGIES AND APPROVAL OF ABSENCES

2. MEMBERS DECLARATIONS OF INTERESTS AND CONSIDERATION OF REQUESTS FOR DISPENSATIONS

MEETING WILL CLOSE FOR PUBLIC SESSION

- Police Report- Welcome
- District Councillor Report – Cllr. Charles Flatman
- County Councillor Report – Cllr. Guy McGregor
- Members of the Public and Community Announcements
- The Bank CIC: an update, including moves towards the formation of a charity to run the building.

MEETING WILL REOPEN FOR COUNCIL BUSINESS

3. MINUTES OF PREVIOUS MEETING - To resolve that the minutes of the meeting held on Wednesday 15<sup>th</sup> of July 2015 are a true and correct record.

4. CLERKS REPORT

5. PLANNING APPLICATIONS (As listed and consideration of any late planning applications)

6. PLANNING DECISIONS To note determinations received.

7. GOVERNANCE

- a) To note the Finance and Governance did not meet in September.
- b) To consider the adoption of discipline and grievance policies and procedures for staff.
- c) To consider the adoption of an appraisal and training scheme.
- d) To note the summary of the council's action plan for publication on the website.

8. FINANCE

- a) Financial statement – to note current bank balances.
- b) Accounts Payable – to approve invoices presented for payment.
- c) To consider, approve and accept the Annual Audit, noting the changes required on the asset register and the recording of public works loan payments.

9. ENVIRONMENT

- a) To note the record of the Environment Committee held on 8<sup>th</sup> of September 2015.
- b) To consider recommending to Suffolk County Council that the signs in Wellington Road restricting access should be removed.
- c) To consider instructing P Durrant to carry out external renovation work on the chapels at a cost of £920.
- d) To note that the Environment Committee wishes to install a PHS sanitary unit in public toilet for a sum not exceeding £300 per year. (Finance and Governance to be asked to check contract before clerk signs).
- e) To consider recommending to Suffolk County Council that one disabled parking bay from outside the old Post Office is moved to outside English & Continental Antiques.
- f) To note Environment Committee has asked the clerk to instruct J Banthorpe to carry out two days work to cut back, strim and trim vacant plots foliage and hedges on the allotments for a sum not exceeding £300.
- g) To note that Environment recommend the name Coppers Yard for the new road where old police station was previously located.

10. STRATEGIC PLANNING

- a) To receive a verbal report from the Strategic Planning Committee meeting held on 15<sup>th</sup> of September 2015.
- b) To receive an update on the development of the Eye Partnership.

11. EVENTS

- a) To note the record of the Events committee meeting held on 7<sup>th</sup> of September 2015
- b) To receive an update on Events and note the Committee has asked the clerk to organise WI-FI for the Town Hall to be funded from the Awards for All money.

12. BUILDINGS

- a) To note the minutes of the Buildings Committee meeting held on 30<sup>th</sup> July 2015

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Signed Eye Town Clerk \_\_\_\_\_ Dated \_\_\_\_\_

- b) To receive a report from Cllr Berry and Cllr Hooton on possible future developments for the Eye Town Hall.
- c) To consider the delegating powers to the chair of the buildings committee or his nominated representative with the clerk the authority to negotiate with hirers around the terms of letting and to agree, for example, introductory offers, discounts in relation to letting fees in appropriate cases and lump sum amounts for bookings that do not fit advertised letting slots

13. CORRESPONDENCE (As detailed below and consideration of any late correspondence)

14. ANY ITEMS NOT ON THIS AGENDA BUT OF SUCH URGENCY AS TO MERIT, IN THE MAYOR'S OPINION, IMMEDIATE ACTION.

- a) To consider a motion to oppose the possible closure of two of Suffolk's magistrates courts.

Public and Press are welcome to attend. Roz Barnett, Town Clerk, 10.9.2015 For further information telephone the Town Clerk on Tel 07713 196251 or email [townclerk@eyesuffolk.org](mailto:townclerk@eyesuffolk.org) See details of planning applications at [www.midsuffolk.gov.uk](http://www.midsuffolk.gov.uk).

PLANNING APPLICATION TO BE CONSIDERED			
2740/15	Land rear of, 37 Oak Crescent, Eye	Application for approval of details ('reserved matters') including the appearance, scale and layout, the means of access thereto and the landscaping of the site, pursuant to outline planning permission 0248/13 (Erection of a one and a half storey, two bedroomed house with garage)	
2861/15	Wrightfield Ltd, 8 Progress Way,	Notification for Prior Approval for the Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	
2949/15	17 Lambseth Street, Eye	Provision of new stair to access attic storage	
2813/15	Town Farm Cottages, Cranley Road,	Erection of new front porch, first floor side and rear extension and rear extension	
2984/15	Rook Hall, Yaxley Road	Installation of central heating system with flue to outbuilding. Internal alterations including removal of tiled fireplace and creation of additional bathroom. Insertion of new first floor window in north east elevation.	
2983/15	Rook Hall, Yaxley Road,	Installation of flue to outbuilding.	
1588/15	Cranley Road, Eye	Change of use of land to care farm and extension of fishery. Erection of single storey lodge, compost toilet and 2no.polytunnels. Construction of fishing pond. Extension to existing car park. Creation of earth bunds.	
DETERMINATIONS TO BE NOTED			
1638/15	The Old Vicarage, Church Street	Internal alterations to provide new ensuite facilities to bedrooms and removal of first floor family bathroom.	Listed Building Consent Granted 5 conditions 14.8.2015
1884/15 & 1885/15	34 Lambseth Street, Eye	Conversion of existing outbuilding into annex accommodation including new link to connect outbuildings and reconstruction of modern timber framed element to the rear.	Planning Permission Granted with 4 conditions 29.7.2015 Listed Building Consent Granted 29.7.2015
1172/15	The Bank, 2 Castle Street, Eye	Replacement of existing goods lift with a passenger lift within the existing footprint, facilitating access to underground & first floor areas of the community building's meeting, learning and recording areas	Listed Building Consent Granted 16.7.2015
2002/15 & 2203/15	39 Castle Street,	Erection of two storey rear extension. Erection of single storey rear garden room. Insertion of 2no. windows	Planning Permission Granted 3.8.2015 Listed Building Consent Granted 16.7.2015

Signed Eye Town Clerk \_\_\_\_\_ Dated \_\_\_\_\_

2224/15	Rookery House Eye	Erection of 1 detached dwelling and garage.	Planning permission refused 2.9.2015
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**CORRESPONDENCE TO THE COUNCIL – TO BE NOTED AND CONSIDERED**

1.	Undated	Resident requesting the Town Hall has a letter box.	Sent to Chair of Buildings Committee.
2.	End of July	Residents' responses to design brief consultation.	Clerk sent to chair of Strategic Planning and submitted as part of Eye Town Council's response.
3.	End of July	A number of letters were received from allotment holders in response to Allotment inspection letters.	Clerk referred to Environment Committee.
4.	20.7.2015	Resident complaining about pothole and overgrown hedge in Maple Way.	Clerk reported to Chair of Environment and Highways Department.
5.	23.7.2015	Formal notice of consent for power station.	Circulated to all Councillors.
6.	4.8.2015	Thankyou letter from resident for the Town Council hosting his daughter's wedding.	Noted in Correspondence.
7.	6.8.2015	Resident requesting that the yellow AA sign be removed from the centre of Town	Noted in Correspondence.
8.	11.8.2015	Notification of unauthorised encampment on the Eye Airfield	Sent to all Councillors
9.	27.8.2015	Pegasus request for a meeting with the Town Council	Shared with chair of Strategic Planning
10	27.8.2015	BDO Completed External Audit	Sent to all Councillors
11	9.9.2015	Mid Suffolk Citizens Advice - AGM invitation	Sent to all Councillors
12	2.2.2015	Resident offered the Council a free laser printer	Clerk sent to Mayor.
13	7.9.2015	Resident urging the council to oppose the closure of local magistrates courts	Clerk included item on agenda

**Mid-Suffolk**

14	20.7.2015	Phil Dodshon sent details of Traffic Assessment	Shared with chair of Strategic Planning.
15	23.7.2015	Consultation on Community Infrastructure Levy.	Clerk forwarded to Strategic Planning Committee
16	17.8.2015	Advance notice of housing allocations policy consultation	Shared with chair of Strategic Planning.
17	27.8.2015	Consultation on licencing changes closing date 19.10.2015	Councillors can make comment by following the link <a href="http://www.midsuffolk.gov.uk/business/licensing/latest-licensing-news/">www.midsuffolk.gov.uk/business/licensing/latest-licensing-news/</a>
18	10.9.2015	Notification of second instalment of precept	Noted in Correspondence.

**SUFFOLK COUNTY COUNCIL**

19	24.7.2015	David Fawcett wrote warning that there are delays in processing applications for mobile street signs	Clerk reported to Chair of Environment
20	29.7.2015	Josh White wrote asking for the Town Council's views on disabled parking bays.	Clerk referred to Environment Committee
21	13.8.2015	Josh White asked for comment on 20 mile limit preliminary ideas	Clerk sent to Environment Committee and Robin Knight

Signed Eye Town Clerk \_\_\_\_\_ Dated \_\_\_\_\_