



# EYE TOWN COUNCIL

## MINUTES OF THE MEETING OF THE EYE TOWN COUNCIL

held in the **COUNCIL CHAMBER, EYE TOWN HALL,**

**1 BROAD STREET, EYE, SUFFOLK on WEDNESDAY 19<sup>th</sup> February 2019 @ 7:30 pm**

**Present: Present:** Cllr Hudson (Chair), Cllr Berry, Cllr Blake, Cllr Evitt, Cllr Gould, Cllr Henderson, Cllr Ribchester, Cllr Smith, Cllr Walker, also in attendance 10 members of the public Cllr Nick Gowrley, Cllr Guy McGregor and Town Clerk - Wendy Alcock.

### 1. Apologies and Approval of Absences

Cllr Byles, Cllr Mann

### 2. Members Declarations of Interests and Consideration of Requests for Dispensations

### 3. Public Participation - Meeting to be opened

#### 3.1 County Councillor Report – Cllr. Guy McGregor – Full report in Appendix A

Action from last meeting - Cllr Evitt had asked about repairs to the pot holes at The Rookery – Cllr McGregor has received a response from SCC Highways which has been forwarded to Councillors.

#### 3.2 District Councillor Report – Cllr Nick Gowrley –

Topics discussed include the following. (Full report in Appendix B)

- Mid Suffolk budget considered tomorrow. Recommended 2% increase.
- Consultation for new parking plan. Two PCSO's have been funded by MSDC.
- Round three of CIL payments are being welcomed.
- Consultation on Community Strategy.
- My Council newsletter being distributed.

### Questions from the Public

Member of the public asked about the parking meeting would the district Council be taking part in the Eye meeting.

*Cllr McGregor responded that he would like the district council to attend these meeting. Also has concerns about refuse collection.*

*Cllr Gowrley was not aware of the parking meeting and would attend if possible.*

Member of the public – Asked if the consultation on Community Strategy would look at the consultation on residents views already given for the Eye Neighbourhood Plan.

*Cllr Gowrley supports the Neighbourhood Plan process whole heartedly. The Communication Strategy would be looking at issues across Mid Suffolk holistically.*

2296

Signed: Mayor

*Jane Hudson*

Clerk

*W. Alcock*

Dated: 20<sup>th</sup> March 2019

*Cllr Gould commented Peter Garrett from MSDC had been invited to the parking group meeting mentioned by Cllr McGregor. Traffic management is an integral part of the Neighbourhood Plan.*

*Cllr Berry commented that he was pleased that parking is high priority for the District and the County council.*

Member of the public spoke of a list of Neighbourhood Plans in process published by MSDC. He couldn't see Eye on the list.

*Cllr Gowrley unsure as to why Eye didn't appear it could be because the Eye Neighbourhood Plan wasn't significantly progressed. Following the meeting Cllr Gowrley supplied this link to the MSDC website. Eye is showing as having a Neighbourhood plan in progress.*

<https://www.midsuffolk.gov.uk/planning/neighbourhood-planning/neighbourhood-planning-in-mid-suffolk/>

Member of the public gave an update on Hartismere Hospital and what was happening with the old Gilcrest birthing unit. It is being considered that the building would be named in remembrance of the Burke family.

Cllr McGregor spoke of Paddock House. Extremely concerned that progress has not been moved forward with this development. Urged Cllr Gowrley to move this forward.

*Cllr Gould – this is a vexed subject which has continued over many months, even when ownership was with the County Council. Everyone must take responsibility for the delay in this development. The Neighbourhood Plan has a proposal for development of this area. A meeting will take place between Eye Town Council and MSDC to try and resolve the issue on the 6<sup>th</sup> March.*

A member of the public reported that they had spoken to Jonathan Stephenson, Strategic Director for MSDC, there is a cultural clash between expectations. There will need to be a degree of compromise between both sides. Would the Neighbourhood Plan be able to be considered before a decision was made by MSDC.

*Cllr Gowrley – The Neighbourhood Plan has to go through several stages before it can be used as a planning framework. He would like to ensure that a balanced outcome is received.*

Cllr Gould said that if the land owner is willing to come to an agreement that meets the recommendations of the Neighborhood Plan and the district council would be an acceptable outcome.

### **3.3 Members of the Public and Community Announcements**

Meeting closed for public participation. Formal Council Agenda as follows: -

**4.** To receive and confirm the minutes of the Town Council meeting held on the 16<sup>th</sup> January 2019

**Proposed by Cllr Smith second Cllr Walker all in favour – motioned carried.**

**5.** To receive and confirm the minutes of the Town Hall Committee held on the 23<sup>rd</sup> January 2019.

2297

Signed: Mayor

*Jane Hudson*

Clerk

*W. Alcock*

Dated: 20<sup>th</sup> March 2019

Cllr Byles has given apologies a verbal update was given by Cllr Berry.

As you can see the Council Chamber re-decoration has been completed. Cllr Berry would like to thank everyone who help to re-dress the chamber following the completion, many hands made light work.

He reported that the side entrance has also been decorated following a decision not to relocate the electrical meters.

Future work – The Council’s electrical contractors are preparing quotes to change the lighting in the chamber to something which will be more efficient and better suited to the needs of the chamber.

He reported that Cllr Byles will be proposing the new fees and charges for Full Council decision to come into effect from 1<sup>st</sup> April 2019.

He reported that the Town Hall Committee was looking at alternative ways of providing weddings, wakes etc. at the Hall.

Music event taking place in the Town Hall this weekend. Conditions of the premises licence have been explained to the hirers and the event will be monitored.

Cllr Berry was pleased to report that no customers defected as a result of the Town Hall refurbishment. Bookings are increasing and it is the ambition of the Town Hall to cover the Public Works Loan to fund the building works and to make a contribution towards the costs of running the Town Hall.

**6. To receive and comment on planning applications and appeals as follows (and consideration of late applications)**

<b>6.1</b>	DC/19/00273	36 Wellington Road, Eye,	Householder Planning Application - Amended design to DC/18/01986 to reduce cloakroom extension.
No reason to object			
<b>6.2</b>	DC/19/00288	36 Wellington Road, Eye,	Application for listed building consent - Amended design to DC/18/01986 to reduce cloakroom extension.
No reason to object			
<b>6.3</b>	DC/19/00532	Lambseth House, Lambseth Street, Eye	Notification of Works to trees in a Conservation Area -T1 (Beech) reduction of one bough, T2 (Arcacia) removal of a bough
No reason to object			
<b>6.4</b>	DC/19/00618	Unit 8, Progress Way, Eye	Continued use of part of building as fitness training facility without compliance with condition 2 of planning permission 1143/13. Change of use of part of ground floor to D2 use.
No reason to object			
<b>6.5</b>	DC/19/00657	Land on Eye Airfield, Ipswich Road, Suffolk	Erection of 2 B8 storage buildings and link extensions between buildings 6 & 7

2298

Signed: Mayor

*Jane Hudson*

Clerk

*W. Alcock*

Dated: 20<sup>th</sup> March 2019

No reason to object			
6.6	DC/19/00108	Chestnuts Farm, Langton Green, Eye	Full Planning Application - Erection of factory with an adjoining two-storey production office, a warehouse extension, a loading dock building, material stockpile and two storey administration office building. Provision of 9 no. caravans for temporary accommodation for seasonal staff. Creation of vehicular access.
No reason to object			
<b>No reason to object to all applications received. Proposed by Cllr Evitt second Cllr Ribchester all in favour – motioned carried.</b>			
6.7	DC/18/05021	Tuff Road/Maple Way	Reasons for re-consultation. Transport report and site plan showing accesses received by the Local Planning Authority on the 22 <sup>nd</sup> January
This application was considered at the Extra Ordinary Planning meeting held on the 7 <sup>th</sup> February for information only.			

<https://planning.baberghmidsuffolk.gov.uk/online-applications/> Search by the reference number.

**7. To receive and note Mid Suffolk DC planning decisions and appeals as attached.**

7.1	DC/18/05160	Rook Hall, Yaxley Road, Eye	Planning permission has been granted
7.2	DC/18/05161	Rook Hall, Yaxley Road, Eye	Listed building consent has been granted
7.3	DC/18/05504	6 Lowgate Street. Eye	Listed building consent has been granted
7.4	DC/18/02171 DC/17/04399 APP/W3520/W/ 18/3212399	Southfields, Cranley Road, Eye	Full Planning Application – Erection of two storey dwelling. Revise proposal following DC/17/04399
7.5	AP/18/00255	Land to the North of Langton Green, Eye	Outlined planning permission for up to 20 dwellings with garages.

**9.0 To receive and confirm the minutes and recommendations of the Environment Committee meeting held on 5<sup>th</sup> February 2019.**

**9.1 Resolution to Full Council to adopt the reviewed Green Cemetery Copse policy**

**Proposed by Cllr Smith second Cllr Walker all in favour – motioned carried.**

**9.2 Resolution to Full Council to adopt the reviewed Environment Committee Risk Assessments**

**Proposed by Cllr Smith second Cllr Walker all in favour – motioned carried.**

**10.0 To receive and confirm the minutes and recommendations of the Finance & Governance Committee meeting held on 7<sup>th</sup> February 2019.**

2299

Signed: Mayor *Jane Hudson*

Clerk *W. Alcock*

Dated: 20<sup>th</sup> March 2019

Resolutions and information for Council

**10.1** Proposal that the review of the Asset Register 2019/20 and the Risk Register 2018/19 (as attached) be recommended for approval by Council

**Proposed by Cllr Evitt second Cllr Blake all in favour – motioned carried.**

Councillor Evitt reported that valuations of the portrait collection, the heritage items and the buildings had taken place and the new valuations have been reflected in the asset register.

**10.2** Proposal to Full Council to fund £3,500 set aside from the CIL money for the design work for the project at Community Centre.

**Proposed by Cllr Berry second Cllr Evitt all in favour – motioned carried.**

Cllr Berry reported that the Council is considering the use of the Community Infrastructure Levy funds passed to ETC by MSDC to improve the infrastructure within the Community. The Council have been working with the Community Centre to improve facilities at the centre. Architects 2 will be commissioned with Castons to commence the project brief. The funds will be kept in the control of the Town Council. Improving the facilities will widen the types of activities which can be held at the Community Centre.

**11.0** To receive a report from the Neighbourhood Planning Steering Group

Cllr Gould reported that the public consultation on the Neighbourhood Plan closed before Xmas. A pleasing number of responses in volume and nature of comments which were positive were received. The group have worked through all the comments. No substantive policies needed to be fundamentally changed in a way that was likely to require a further period of consultation.

A draft of the Design Guidance document has now been prepared and this reflects the design features and streetscapes that shape the character of Eye.

The next stage for the plan is to receive a strategic environmental assessment. Central government funding has been delayed for this report, however, grant money has now been received and AECOM once again have been commissioned to complete the assessment. The Steering group is hoping that the plan can be presented without the assessment to be submitted at a later date to avoid further delays in implementation.

The plan will be brought to Full Council next month for approval before being presented to MSDC.

**12.0** To receive and confirm the minutes of the Events committee held on the 4<sup>th</sup> February

Cllr Hudson reported that the committee was asked to consider support for Neighbourhood watch. The Committee thought this was a good idea, but more detail would be required before any decision could be made.

It had been raised that a central database should be available for all events being held in the area. Cllr Hudson was please to report that this was already in place a part of the eyesuffolk.org website. The difficulty is to encourage organisers to add their events to the calendar.

**12.0** To receive and confirm Financial Matters:

The Clerk read out the financial matters and sought a proposer for following: -

**12.1** To receive and note the current bank balances and Balance Sheet (Appendix C)

**12.2** To receive and approve invoices presented for payment from January (Appendix D)

**12.3** To approve payment of Staff Salaries for January 19 by bank transfer payable on the 20<sup>th</sup> Feb 19.

**Proposed by Cllr Gould second Cllr Evitt all in favour – motioned carried.**

**13.0** To note that the Annual Town Meeting date has been agreed by the Mayor as 9<sup>th</sup> April 2019 at 19:30

**14.0** To note the attached items of correspondence.

<b>CORRESPONDENCE TO THE COUNCIL – TO BE NOTED AND CONSIDERED</b>		
<b>Date</b>	<b>Details of Correspondence</b>	<b>Actions Taken/Required</b>
18/01/2019	Invitation from Cllr McGregor to attend the official opening of the Eye Library on 26 <sup>th</sup> February	For information.
01/02/2019	Time Capsule Burial on the 28 <sup>th</sup> February 2019 @ 2:30 pm. Councillor presence requested.	For information
08/02/2019	Nomination process and nomination papers for parish elections on the 2 <sup>nd</sup> May from MSDC	Forwarded to Council for action. Notice in Eye Magazine, Eye2Eye, Website and posters around town.

**14.0** Date of next meeting Wednesday 20<sup>th</sup> March 2019.

Meeting closed at 8:30 pm.

## Appendix A – Cllr Guy McGregor - County Councillor Report

SCC has now set its budget and there will be an increase in SCC's element in the demand.

Increasingly the % of the Tax devoted to vital services (Children and Adult Care) is increasing. Of every £4.00 of expenditure Children's and Adult Services consume £3.00. This then leaves £1.00 for everything else: Highways, Libraries, Public Transport, Planning and Public Health.

Eye's new library is now open for business. The reaction from users has been very positive. The Official Opening is next Tuesday (26<sup>th</sup> February). This is a wonderful addition to the facilities of the Town.

A meeting at Endeavour House, Ipswich has been arranged for Thursday 7<sup>th</sup> March at 10:00 am to continue discussions around parking issues in Eye. I hope to pull together officers from both local authorities.

The agenda will include: -

- The 20 mph max speed zones in Eye, awaiting new instructions.
- The bus shelter and real time information
- Car parking provision (off street)
- Waste disposal arrangements
- Road layouts

I have no date for the completion of the roundabouts on the A140 but things are going well.

The impact of the budget on Eye is still difficult to determine but the 113/114 stage bus service seems to qualify for continued support but there will be further reductions in the Highway's budget resulting in a lowering of standards e.g. the cleaning of street signs.

I continue with the demands for a Social Fund from the granting of planning permission for a new stand by power station.

**Guy McGregor**  
**Hoxne & Eye Division**  
**01379668434 (h)**  
**01379870339 (o)**

**Councillors' briefing notes for  
town and parish councils**



**Draft Budget to be considered at Full Council agreed**

The Council will be considering a proposed budget for 2019/20 at their meeting on 21 February. This budget includes proposals to offer discounts of up to 100% on council tax for care leavers, supporting the most vulnerable in society, while also proposing a Business Rates Relief policy for small retailers, including shops, cafes and restaurants.

The Budget also includes proposals to raise the District Council precept of Council Tax by just £3.26 a year for a Band D property – equivalent to only 6p a week. This allows the council to put forward a budget that proposes no cuts in front line services. You can see the full details of the budget councillors will be asked to vote on in the 'Budget Book' for 2019/20 [online](#).

**Your Council Magazine on its way to Your Door**

A new publication is on its way to every household in the district: Your Council, a magazine that lays out what Mid Suffolk does and what we have achieved over the last four years, has been put together ahead as we approach the end of this council's term. Designed in an accessible, consumer-magazine format, it gives residents an idea of the challenges faced, and the decisions made in local government, perhaps on a scale most householders won't have realised – for example, how many homeowners who apply to build a conservatory realise they are just one of over 4,000 planning applications dealt with by our planning team since 2015? The magazine aims to give residents a greater understanding of the council and its work.

The magazine should be arriving by the end of this month. While this will be available [online via our website](#), we have also chosen to send a copy to every household for the simple reason that when we have asked the public how they wish to be communicated with, a majority asked for information in the form of a leaflet than via any other channel. Despite this we have kept costs low, at an equivalent of just 32p per household – a detail printed on the back of each magazine.

**New Parking Plan for Mid Suffolk to be Drawn Up**

Mid Suffolk's Cabinet has voted to go out to public consultation on a draft Joint Area Parking Plan with Babergh District Council. The plan, which does not include any proposals to increase car parking charges, sets out eight parking policy objectives it intends to achieve. These include establishing standard on-street parking scheme operating hours, utilising off-street parking places to assist with traffic management and more.

The draft plan will be subject to a six week consultation, the details of which will be published shortly. For more information read the [full story online](#).

**Councils Pay £549k to Infrastructure Projects in 2018**

In the 2018 calendar year Mid Suffolk and Babergh District Councils passed £549,674.93 from developers to local infrastructure projects. This brings the total over the last three years to over £1.2 million. It has funded a variety of infrastructure projects, from sports facilities to public transport, and was collected from developers who have brought forward developments, both residential and commercial, in the districts. For more information read [our full press release](#).

**Public Developers' Contributions Database Nominated for National Award**

Mid Suffolk and Babergh's [Exacom database](#) – giving the public access to figures for developer contributions towards infrastructure all the way back to 1974 – has been nominated for the Royal Town Planning Institute's (RTPI) Awards for Planning Excellence.

The database, which is the first of its kind in the country, is in the running for an award within the Excellence in Tech Within Planning Practice category. As it is the first such database to be published Mid Suffolk, along with Babergh, have been designated Pilot Authorities by the developer. You can find out more on [our website](#).

**New Online Portal for Customers Launched**

A new MyAccount portal has been launched, enabling residents to view bills, reminders and notices, apply for discounts and update personal details from home. The portal is run by the Shared Revenue Partnership, which consists of Mid Suffolk District Council, Babergh District Council and Ipswich Borough Council.



The portal allows access to paperless eBilling for Council Tax and/or Business Rates as well as updates on Housing Benefit and Council Tax reduction claims and many other services. The free service is available via our websites – find out more in the [full press release](#).

### **We want your views on our Communities Strategy**

A consultation on our draft Communities Strategy has been launched by Mid Suffolk and Babergh, inviting feedback on how the councils plan to lead on the key challenges and opportunities facing the two districts.

The consultation will close at noon on Friday 1 March. The draft strategy sets out several ambitions and high-level commitments which have been developed based on feedback from a wide range of partners. You can find out more, including how to take part, by visiting our [website](#).

### **Are You Election Ready?**

With May's elections looming, we've published a FAQ on our website, including details of which bodies will be holding elections, how to register to vote and where to find information on how to become a Councillor. You can share this page and help us urge everyone to register to vote before 12 April. View the [full webpage](#) for more details.

### **Severe Weather Emergency Protocol Activated**

Our Severe Weather Emergency Protocol (SWEP) was activated recently due to the drop-in temperatures. Whenever a "it feels like 0 degrees" temperature is forecast by the Met Office (including Wind Chill), this protocol is activated to ensure anyone who may be sleeping rough can be helped immediately. Mid Suffolk has very low numbers of rough sleepers, but the protocol is a way to help those in need.

While the Protocol has been ended as temperatures have since risen, we remain ready to re-activate the SWEP should the nights get colder. For more information visit our [website](#).

### **Great Run Local comes to Walsham-le-Willows**

The Great Run Local Walsham-le-Willows launched on Sunday 3 February, offering either 2k or 5k runs every week. Runners of all ages and abilities are welcome at 9am every Sunday at Walsham-le-Willows Sports Club, Summer Road, to take part in the fifth Great Run Local in Suffolk.

Match funded grants of £1,750 awarded by Mid Suffolk and Suffolk County Council have help set up the event, aiming to improve health and fitness for residents, break down social isolation and promote public spaces. Find out more on [our website](#).

### **Hot topics on social media**

- Help for Rough Sleepers – SWEP activated
- Congratulations to Felsham & Gedding Community Shop
- Emergency Planning Exercise a success
- Recycling – know what can go in your bin
- Council Tax – applications for discounts

### **Meetings**

- 21 February – Full Council
- 27 February – Development Control Committee B
- 27 February – Planning Referrals Committee
- 4 March – Cabinet
- 11 March – Joint Audit and Standards Committee

For agendas and minutes, please visit the [Democratic Services homepage](#).

Signed: Mayor

*Jane Hudson*

Clerk

*W. Alcock*

Dated: 20<sup>th</sup> March 2019

## Eye Town Council

### Bank Reconciliation at 31/01/2019

Cash in Hand 01/04/2018

195,258.68

**ADD**

Receipts 01/04/2018 - 31/01/2019

224,348.72

419,607.40

**SUBTRACT**

Payments 01/04/2018 - 31/01/2019

244,126.70

**A Cash in Hand 31/01/2019**  
(per Cash Book)

**175,480.70**

Cash in hand per Bank Statements

Cash	31/01/2019	177.83
Barclays Current Account	31/01/2019	95,615.62
Barclays Business Account	31/01/2019	49,083.39
National savings investment	01/01/2018	30,770.73
Barclaycard	31/01/2019	0.00

**175,647.57**

Less unrepresented cheques  
As attached

166.87

175,480.70

Plus unrepresented receipts  
As attached

0.00

**B Adjusted Bank Balance**

**175,480.70**

### A = B Checks out OK

14 February 2019 (Accounts 2018/2019)

**Eye Town Council  
Accounts Payable - January 2019**

Vch	Ref	Cde	Name	Description		Amount
430	BT191	78	Mike Smith	skate park repairs		35.52
431	BT192	30	Stow market Mini Bus Hire	Travel expenses		165.00
432	BT193	28	Suffolk Association of Local Councils	Training		30.00
433	BT194	132	Landmark Chambers	Legal Representation		1,442.50
435	BT195	33	T W Gaze	Valuation		640.60
439	BT196	159	Eye and District Volunteer Centre	Rent of room		51.93
440	BT197	46	Workwear (East Anglia Ltd)	Protective clothing		36.60
441	BT198	62	TOP Garden Services	Grass Cutting	234.00	
442	BT198	73	TOP Garden Services	Grass Cutting	67.50	
Subtotal Cheque No. BT198						<b>301.50</b>
443	BT199	20	ESPO	Office Supplies		23.06
444	BT200	29	Maurice Gibbs	Mace Bearer Payment		120.00
445	BT201	71	Handyman Eye	Cleaning Equipment	31.39	
446	BT201	66	Handyman Eye	Padlock	7.99	
Subtotal Cheque No. BT201						<b>39.38</b>
			All Staff	Salaries		4,111.80
463	BT210	14	HMRC	PAYE	415.11	
470	BT210	17	HMRC	National insurance ers	292.48	
471	BT210	145	HMRC	PAYE	615.62	
472	BT210	18	HMRC	PAYE	37.60	
473	BT210	68	HMRC	PAYE	7.20	
474	BT210	81	HMRC	PAYE	2.80	
Subtotal Cheque No. BT210						<b>1,370.81</b>
468	BT211	63	Garrod Construction Ltd	Repairs to cemetery roadw ay		1,848.00
469	BT212	181	Cressda Harw ood Painting Conservation	Painting Restoration		4,908.00
475	BT212a	94	Paul Durrant & Son Builders	Council Chamber decorations		4,290.36
479	BT213	62	TOP Garden Services	Grass Cutting	234.00	
480	BT213	73	TOP Garden Services	Grass Cutting	67.50	
Subtotal Cheque No. BT213						<b>301.50</b>
481	Bt214	54	Wave	Water allotments		167.85
482	BT215	159	Eye and District Volunteer Centre	Office Utilities Contribution		88.36
483	BT216	106	Wave	Water rates Tow n Hall		21.30

Signed: Mayor *Jane Hudson*

Clerk *W. Alcock*

Dated: 20<sup>th</sup> March 2019

437	CC30	47	Kingfisher Direct Ltd	Gritt bins		131.87
438	CC31	85	Amazon EU S.a.r.l	toilet rolls		14.00
447	CC32	180	HM Land Registry	Land Registry Search		3.00
448	CC33	180	HM Land Registry	Land Registry Search		3.00
449	CC34	180	HM Land Registry	Land Registry Search		3.00
450	CC35	180	HM Land Registry	Land Registry Search		3.00
451	CC36	180	HM Land Registry	Land Registry Search		3.00
452	CC37	180	HM Land Registry	Land Registry Search		3.00
453	CC38	180	HM Land Registry	Land Registry Search		3.00
467	CC39	20	Amazon EU S.a.r.l	Accident book		3.40
478	DD	23	O2	Phone		37.99
454	DD	142	Zen	Broadband		50.40
434	DD	186	Barclays	Fees		18.20
464	DD	19	NEST	Pension		73.70
476	DD1	105	CNG	Gas	344.58	
477	DD1	105	CNG	Gas	-50.00	
Subtotal Cheque No. DD1						<b>294.58</b>
436	PC	46	Petty Cash	keys		10.00
						<b>20,645.21</b>

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

Signed: Mayor *Jane Hudson*

Clerk *W. Alcock*

Dated: 20<sup>th</sup> March 2019