



EYE TOWN COUNCIL

**Councillors are hereby summoned to attend the
ANNUAL MEETING OF THE EYE TOWN COUNCIL to be held using video conferencing,
on WEDNESDAY 20th May 2020 @ 7:30 pm**

**Members of the public wishing to attend the meeting please contact the Town Clerk at
townclerk@eyesuffolk.org for further details.**

1.0 Opening of the meeting

2.0 Election of Mayor including signing declaration of Acceptance of Office for the position

3.0 Election of Deputy Mayor including signing declaration of Acceptance of Office for the position

4.0 Apologies and approval of absence

5.0 Members Declarations of local Interests and Consideration of Requests for Dispensations

6.0 Public Forum

6.1 County Councillor Report – Cllr. Guy McGregor

6.2 District Councillor Report – Cllr Peter Gould

6.3 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: -

7.0 To receive and confirm the minutes of the **Town Council** meeting held on the 18th March 2020.

8.0 To receive an update from the **Town Hall Committee** no meeting held in April.

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

9.1	DC/20/01537	Former Paddock House Care home	Erection of 16 affordable dwellings
9.2	DC/20/01690	Progress Power, Eye	Application for discharge of conditions
9.3	DC/20/01696	Conifer Cottage, 84 Brome Avenue, Eye	Listed Building Consent - Replacement of 6no Windows.
9.4	DC/20/01778	Progress Power, Eye	Application for discharge of conditions
9.5	DC/20/01818	18 Lambseth St, Eye	Application for listed building consent
9.6	DC/20/01831	Cranley Mill, Cranley Rd, Eye	Erection of dwelling, garage and extension to driveway

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

Signed: Eye Town Clerk *W. Alcock* Dated 15th May 2020

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

10.1	DC/20/00883	15 Church Street, Eye	Planning application withdrawn
10.2	DC/20/01268	C & K Meats Ltd, Potash Lane, Eye	Planning permission granted.
10.3	DC/19/02270	The Barn, Langton Grove, Eye	Planning permission granted.

11.0 To receive and confirm the minutes and recommendations of the **Environment Committee** meeting held on 5th May 2020 (attached).

12.0 To receive and confirm the minutes and recommendations of the **Finance & Governance** Committee meeting held on 7th May 2020.

Resolutions and information for Council

Proposal to Council to

12.1 Council should note the final budget monitoring report for the last financial year 2019/20 (attached)

12.2 Proposal that the Terms of Reference for committees and the current committee membership reports be accepted for the forthcoming Council year. (attached)

12.3 Required to report the expenditure against the Section 137 budget for 2019/20. (Report attached)
Councillors are requested to note the expenditure.

12.4 That Council approves the appointment of the Internal Auditor Trevor Brown for 2020/21

12.5 That Council approves the Internal Control Statement for the year ending 31st March 2021 (attached)

12.6 That Council resolves to formally adopt the General Power of Competence and at each subsequent annual town council meeting that it meets the following criteria: -

- I. The number of elected members at ordinary or by-election is equal to or greater than two-thirds of the total number of members of the council.
- II. The Clerk hold the relevant qualification i.e. Certificate in Local Council Administration (CILCA)
- III. The Clerk has completed the relevant training unless such training was required for the purpose of obtaining the qualification in ii above.

12.7 To recommend Full Council agrees the review of the following policies in line with the requirements of the Council's Standing Orders (all reports attached): -

- Complaints Procedure
- Freedom of Information – publication scheme
- Data Protection Policy
- Information Protection
- Information Security Incident Policy
- Dealing with Press and Media Policy

13.0 To receive and confirm the minutes of the **Events** committee held on the 4th May 2020. (minutes attached)

For information: The Civic Awards to be held after the Mayor Making service as the Annual Town Meeting is unlikely to take place this year. Mayor Making date to be confirmed.

14.0 To receive and confirm the following Financial Matters:

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

14.2 To receive and approve invoices presented for payment from May (attached)

14.3 To approve payment of Staff Salaries for April 20 by bank transfer payable on the 21st May 20.

14.5 Following a review of the annual insurance schedule, it is proposed that Council accepts the policy as presented by the Council's brokers WPS (attached).

14.6 The Council is asked to note that in accordance with the delegated authority given to the Clerk on 18th March 2020 under Section 101 of the Local Government Act 1972 reference 20-03-18/9.7a/2429 the following decisions have been taken as reported in the attached document.

15.0 To note the attached items of correspondence.

CORRESPONDENCE TO THE COUNCIL – TO BE NOTED AND CONSIDERED		
<i>Date</i>	<i>Details of Correspondence</i>	<i>Actions Taken/Required</i>
17.04.2020	Letter from member of the public asking what ETC was doing to support during the corona virus crisis	Clerk/Mayor/F&G chair have replied to the correspondent.
07.05.2020	Letter from member of the public suggesting that outside space could be used by hospitality businesses when restrictions allow	Clerk contacted Suffolk County Council for advice and passed this on to the correspondent.

16.0 Date of next meeting Wednesday 17th June 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***