

**MINUTES OF EYE TOWN COUNCIL MEETING HELD ON
WEDNESDAY 18th of June 2014 7.30 pm in the Council Chamber, Eye Town Hall**

In the interest of early publication for residents, the council publishes its draft minutes. Draft minutes may sometimes be subject to amendment at the next council meeting before they are approved by councillors and signed by the mayor as a true record of the meeting. When using the minutes in draft form it should always be made clear that they are not the formal record of business until they are approved by full council.

Present: The Town Mayor Cllr Byles, and Deputy Mayor Cllr M Ford, Cllrs Berry, Carr, Cooper, Cummins, Evitt, Flatman, N Ford, Gould, Horobin, Hudson, Molesworth and also in attendance: Roz Barnett, Town Clerk, and 6 members of the public

1) **APOLOGIES FOR ABSENCE** -Cllr Ribchester extended apologies, Cllr Hooton, Cllr McGregor, PCSO Abigail Durrant

2) **MEMBERS DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATIONS**

All the councillors declared a non pecuniary interest in item 12c. Cllr Byles declared a pecuniary interest in accounts payable item 12b (No25).

7.32pm MEETING CLOSES

PUBLIC QUESTION TIME

SUFFOLK POLICE - PCSO Abigail Durrant circulated her report prior to the meeting. The clerk highlighted that in the past month there have been two crimes reported to police. She also said that the next police priority setting meeting will be held on 1st July 2014 at 7:30pm in Worlingworth Community Centre and the police are offering 'Fun in the Sun' activities for young people in the school holidays (details are on the Town Hall notice board).

DISTRICT COUNCIL – Cllr Flatman explained the new role of Nigel Brett who will be the locality officer for Eye and the surrounding Parishes. Cllr Flatman reported on a meeting that was held at Mid-Suffolk about the Progress Power Development and he stressed a number of questions were raised with the officers. Cllr Flatman has had assurances from officers that the road repairs at Belland Way had been dealt with. Cllr Cooper said he would check on progress and will report back to the Environment Committee. Cllr Flatman confirmed that there is draft criteria for allocating the wind turbine section 106 monies and this should be finalised soon. Housing benefit fraud has been under scrutiny by Mid-Suffolk and Cllr Flatman urged residents to inform the council immediately of any change in their circumstances.

SUFFOLK COUNTY COUNCIL - None Received

FURTHER COMMENTS FROM THE PUBLIC;

- Geoffrey Lane highlighted the problems with the Progress Power consultation process and suggested pursuing the matter through the high Court.
- David Warner raised the issue of the Post Office Closure and informed the council that if the existing Post Office does not reopen the Town could be without a Post Office for some time as new staff and premises would have to be vetted and approved. Cllr Flatman said he understood that cover was being arranged for the Post Office. Cllr Byles reported that she has written to the Post Office Management and has invited a representative to the July meeting.
- David Burn gave an update on the Progress Power consultation framework.

7.58pm MEETING RECONVENED

3) MINUTES OF PREVIOUS MEETINGS

There were 3 amendments made on the minutes :-

- Page 1878 Item 9 The sentence 'The council would like to see the teller installed further down Castle St' was deleted
- Page 1879 Item 14c was amended to read 'It was noted the Town Clerk should seek the costs of increasing fidelity cover in line with the recommended guidelines.
- Page 1879 Item 15 was amended to read 'This is now putting considerable pressure on the Neighbourhood planning team because any grant support received from the Government would need to be spent by the end of this calendar year.'

Signed E Byles Mayor R Barnett Clerk
Date 16/7/14

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With these amendments the acceptance of the minutes of the Council meeting held on Wednesday 21st of May 2014 was proposed by Cllr Cooper seconded by M Ford and agreed. The minutes were then duly signed by the Mayor as a true and correct record.

4) MATTERS ARISING

- Page 1876 Cllr Byles commented that the Speed Watch programme in Stowupland had been successful. Cllr Cooper asked if the Eye Speed Watch group could report on progress at the next meeting.
- Page 1877 Cllr Cooper reported that the lids have been fitted to water troughs but they had been left off by allotment holders. The clerk has emailed the allotment holders and asked them to replace the lids after use.

5) ENVIRONMENT

- a. The record of the Environment Committee Meeting held on 9th of June 2014 was noted. Cllr Cooper reported that the marking of the cemetery would be underway soon. The environment committee had also discussed the poor state of the chapel and the cemetery road and will need to investigate costs of repairs. Cllr Cooper has arranged for the removal of a redundant shed at no cost to the council. Cllr Cooper said he was investigating whether a tractor could come onto the allotments to remove some stumps. Cllr Cooper raised concerns about the pathway at the end of Century Road and Ash Drive and would like to see a barrier there to stop children riding out on to the road.
- b. The update on the Street lighting Project was noted. Cllr Byles reported that Mid Suffolk have agreed to consider a grant request from Eye Town Council for funding from the 106 monies from the wind turbines and a grant application has been submitted to Suffolk County Council's Greenest County Fund.
- c. It was noted that a special meeting has been called on the 14th of July to consider a memorial for the Eye Airfield.

6) PLANNING APPLICATIONS

The application 1772/14 was received one day before the Full Council meeting and therefore was not considered by the Planning Committee

1772/14	Castleton Way, Eye, IP23 7BJ	T2 Oak- Reduce boughs to new growth points. T3 Oak- Fell (dead). T4 Oak- Raise canopy over road to 7-8m. Reduce sides over road by 2m. T5 Oak- Raise canopy over road to 7-8 m. Reduce sides over road by 2m.
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Cllr Evitt proposed that the council supported the application 1772/14. This was seconded by Cllr Carr and agreed.

7) PLANNING DECISIONS and OTHER PLANNING MATTERS

- a. Determinations were noted for

0847/14	Eye park	Construction of leisure stables	Planning Permission granted 4.6.2014
1195/14	7 Church Street	Illuminated sign automatic teller	Consent has been refused 10.6.2014
1194/14	7 Church Street	Installation of automatic teller	Planning Permission has been refused 10.6.2014
0858/14	Eye Park, Park Lane,	Remove boiler house, erect glazed canopy, insert double doors & insert three windows.	Listed Building Consent Granted 13.6.2014
0857/14	Eye Park, Park Lane,	Internal alterations and external repairs.	Planning permission Granted 13.6.2014

8) BUILDINGS

- a. A request was received from Eye Country Market for a rent reduction. This was deferred to the next buildings committee for consideration.
- b. Cllr Berry was confirmed as new chair of Buildings Committee. Cllr Berry said he was looking forward to working closely with Ethic to review the current usage and develop ideas for the future of the Town Hall.

Signed C Byles Mayor A Barrett Clerk
 Date 16.7.14

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9) EVENTS

- a. Cllr M Ford proposed an additional expenditure of a maximum of £1100 for the renewal of Xmas lights. This was seconded by Cllr Horobin and agreed. Cllr Ford confirmed that the business forum lights were completely separate from the Town Council lights. Cllr Cummins explained the Handyman was offering to order outdoor Xmas lights at cost price for local residents.
- b. Cllr Ford proposed the expense of £125 from the events budget on a reception in the Town Hall to mark the donation of the Mendham Paintings during the heritage weekend. This was seconded by Cllr Evitt and agreed.

10) GOVERNANCE

- a. To note the record of the Finance and Governance meeting held on the 10th of June 2014. Cllr N Ford updated the committee on the Clerks performance appraisal. One item identified for action was the length of agendas and the wording of motions. Cllr Ford said that agendas would be reviewed so they were shorter with precise motions that were financially accurate. Cllr Ford also said that the Clerk would be blocking out time in August to organise the work of the Council and produce schedules of work for each committee.
- b. Cllr N Ford proposed that the gas Contract for the Town Hall be moved to CNG at a rate of .0413 per kilowatt with no standing charge. This was seconded by Cllr Cummins and agreed.
- c. It was noted that the Council is investigating proceeding with direct debits payments once appropriate safeguards are in place and the financial regulations have been amended.
- d. The clerk was asked to write to surrounding parishes asking them to indicate their possible interest in forming a liaison group to look at common issues.
- e. The Mayor informed the Council that she will be bringing a paper on the formation of a young people's working group in the future.
- f. The Council recommended that the Clerk goes to tender when current insurance contract ends.

11) STRATEGIC PLANNING SUB-COMMITTEE

- a. Cllr Gould asked the Council to note that the neighbourhood team have been awarded the maximum £7,000 grant to enable the development of a Neighbourhood Plan for Eye. Cllr Gould proposed that that the grant expenditure is spent as outlined in the grant schedule, that the Strategic Planning Sub-Committee be authorised to incur expenditure as specified in the schedule and that regular monitoring reports be submitted to the Finance and Governance Sub-Committee. He also proposed that the Clerk be authorised to undertake the procurement of the Neighbourhood Plan Consultancy support with guidance from Cllrs Gould and Berry. This was seconded by Cllr Evitt and agreed.
- b. Cllr Gould updated the Council on a recent meeting with officers from Mid-Suffolk on the area designation. The area of conflict is the section of the airfield that is within the Eye's boundary. Cllr Gould at the meeting with Mid Suffolk gave further reasons why the Neighbourhood Plan should be applied to the whole of the Parish and continued to challenge Mid-Suffolk's legal guidance. Cllr Gould stated that The Localism Act carries an expectation that a whole parish area will be designated. It is expected that a decision will be made by Mid-Suffolk's Executive in July.

12) FINANCE

- a. Financial statement – Current balances were noted
- b. Accounts Payable – Cllr Cooper proposed the acceptance of accounts payable. This was seconded by Cllr Evitt and agreed.
- c. Cllr M Ford proposed that the Council spend £500 on the World War 1 commemoration event and exhibition. Nancy Ford seconded the motion on the condition that the money was allocated from the events budget. The motion was agreed.
- d. Cllr Carr proposed that Council allocate £250 of grant funding for the Bank towards the August arts festival. This was seconded by Cllr Gould and agreed

13) CORRESPONDENCE – Was noted

14) REPORTS – None received

Signed C Byco Mayor A Barrett Clerk
Date 16.7.14

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15) URGENT MATTERS AND MATTERS FOR INFORMATION

Cllr Byles proposed the adoption of the committee membership list with the change of Cllr Berry as chair of Buildings rather than the Mayor. This was seconded by Cllr M Ford and agreed. Cllr Carr asked that the representatives on outside bodies be reviewed.

MEETING CLOSED AT 9.45 pm

EYE TOWN COUNCIL - Financial Statement and Accounts Payable as at 18th of June 2014

Financial Statement	Balances
National Savings and Investment Account	£29,775.98
Barclays Premium Business Account No111	£20,185.30
Barclays Current Account Statement No.462	£81,885.98
Current Account less unrepresented cheques	£79,980.67
Total June Spend	£10,291.37
Projected Current Account balance	£69,689.30
Unrepresented cheques	
105396	98.3
105398	77.5
105399	380
105405	208.82
105408	123.69
105409	83.31
105412	£7.50
105413	£79.06
105414	£139.45
105415	£19.66
105416	£538.02
105417	£150.00
Total June Unrepresented Cheques	1905.31

No	Payee	Item	Approved	Amount
1	WPS Insurance	Insurance Premium	Contract	4627.05
2	Folkhard	Hanging Baskets	Contract	308.00
3	Sflk. Brick & Stone	War memorial Clean	March	600.00
4	Hammond	Pocket Park/Skate Park Cut	Contract	77.50
5	R Fiebelkorn	Cemetery/Churchyard Cut	Contract	380.00
6	S Kaye	Street Carer	Contract	440.92
7	R Barnett	Clerk	Contract	980.29
8	D Rouse	Toilet Carer	Contract	179.20
9	K Rouse	Toilet Carer	Contract	72.56
10	B Beamish	Town Hall Caretaker	Contract	412.95
11	HMI	PAYE Period 11	Contract	248.22
12	R Barnett	Clerks Expenses	petty cash	45.91
13	R Barnett	Clerks Phone	Contract	10.65

Signed C Byles Mayor R Barnett Clerk
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14	Southern Electric	Town Hall	Contract	336.29
15	Simon Walton	Lids for water Troughs	May	107.91
16	BB printing	Councillor ID Badge	Admin	7.18
17	Hoxne Clerk	Phone Refund	Admin	20.00
18	Post Print	Mayors Service	January	94.00
19	Community Action	Membership	Admin	30.00
20	Eye playing fields Ass	Get Active Day	Feb	80.00
21	Performing Rights	Music Licence	Contract	61.52
22	Paul Cottrel	window cleaning	Contract	85.00
23	SALC	CILCA Training	March	420.00
24	G Follkard	H&S Basket repairs	Clerk	24.50
25	C Byles	Mayors Service	January	167.55
26	G Brandreth	Picture hanging	May	200.00
27	Continental Antiques	Picture hanging	May	116.40
28	Data Commissioner	Data registration	May	35.00
29	Eye Handyman	Misc cleaning Materials	sundries	122.77
Total Expenditure March				£10,291.37

Signed C Byles Mayor N Brandreth Clerk
 Date 16/7/14