

**MINUTES OF EYE TOWN COUNCIL MEETING HELD ON
WEDNESDAY 21st of May 2014 7.30 pm in the Council Chamber, Eye Town Hall**

Present: The Town Mayor Cllr Byles, and Deputy Mayor Cllr M Ford, Cllrs Carr, Cooper, Cummins, Evitt, Flatman, N Ford, Gould, Hooton, Horobin(departed 9.05), Hudson, and also in attendance: Roz Barnett, Town Clerk, and 20 members of the public

1) INSTALLATION OF MAYOR 2013/2014

Cllr Cummins duly handed over the chain of office to Cllr Caroline Byles and Cllr Byles was installed as Town Mayor. Cllr Byles thanked Cllr Cummins for being such a wonderful Mayor. Cllr Byles said she was looking forward to serving the community of Eye. She also stated that she had a number of aims for her year in office, including building up activities for 11-18 year olds, improving amplification at council meetings and embracing the digital age to communicate with residents. She will also be supporting the charity Wagabera established by a former Hartismere School student Emma Thornton. This charity provides funding for secondary and college education for young people in Uganda.

2) COMPLETION OF DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Byles duly completed the Declaration of Acceptance of Office at the end of the meeting.

3) INSTALLATION OF DEPUTY MAYOR 2013/2014

Cllr M Ford was installed as Deputy Mayor.

4) APOLOGIES FOR ABSENCE

Cllr Ribchester, PCSO Abigail Durrant

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

Cllr Carr declared a pecuniary interest in accounts payable item 14

7.38 MEETING CLOSED

PUBLIC QUESTION TIME

SUFFOLK POLICE - A written report was circulated to councillors. The clerk highlighted two additional items of note from PCSC Durrant. Firstly two individuals had been apprehended for the recent vandalism at the Skate Park and a community resolution was reached which included the boys cleaning the ramp and writing a letter of apology. Police also raised concerned that some of the speed road signs in Eye are being obscured by tree growth.

DISTRICT COUNCIL - District Councillor Flatman was pleased to report that keys had been given to local people for the new Bellands Way houses. The Council discussed the closure of the Post Office and the impact on the Town and Local Businesses. The Council gave their Best Wishes to Mrs Seeley, the Post Mistress.

SUFFOLK COUNTY COUNCIL - None received

FURTHER COMMENTS FROM THE PUBLIC:

- Chris Moyes from Park Radio gave a brief presentation during which he requested Council support for the setting up of a local Community Radio service in Eye.
- During public question time, a number of residents asked Councillors to support an application to Suffolk County Council to introduce a 20mph speed restriction throughout the whole of the Eye Conservation area.
- Robin Knight stated that the SpeedWatch Team was now trained, equipped and fully operational.
- Geoffrey Lane raised concerns about only having one 24 hour cash dispenser in the Town
- Penny McSheehy asked if Yaxley, Horham and Hoxne Post Offices could be included on Post Office closure sign.

8.03 MEETING RECONVENED

6) MINUTES OF PREVIOUS MEETINGS

The clerk identified a correction on page 1875 Account payable No 4 should have been £980.49. Acceptance of the minutes of the Council meeting held on Wednesday 16th of April 2014 with this amendment was proposed by Cllr Gould seconded by Cllr Cooper and agreed. The minutes were then duly signed by the Mayor as a true and correct record.

7) MATTERS ARISING

- The clerk is continuing to seek quotes from gas suppliers for the Town Hall.
- 1871 6g The clerk reported the war memorial had been cleaned.

Signed *C Byles* Mayor *R Barnett* Clerk
Date *15/6/14*

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- 1872 6i Cllr Cooper reported that the lids for the water troughs could not be made as there was not enough money to purchase the wood required. Cllr Byles proposed that a further £50 be allocated to this project making a total of £100. This was seconded by Cllr Cummins and agreed.
- 1872 6k The clerk reported that the advert for the tree warden had not yet been placed but would be submitted to the magazine next month.
- 1873b The clerk reported that the Town Hall windows had been cleaned and the window cleaner had expressed concern about the safety of the large windows at either end of the hall.
- 1873 11b The councillor evening was held on the 1st of May and was a useful event focused on the future of Eye.

8) CO-OPTION OF NEW COUNCILLORS

The council had three excellent candidates for two vacancies. Richard Berry and Harley Molesworth were duly elected as councillors and Mick Robbins was invited to join a committee and consider reapplying in the future.

9) ENVIRONMENT

- a. The record of the Environment Committee Meeting held on 12th of May 2014 was noted.
- b. Cllr Evitt proposed a revised scheme for making the green burial with metal spikes at 4 corners, plus 6 subdivisions in the NE corner at a total cost of £ 400. This was seconded by Cllr N Ford and agreed.
- c. Cllr Hudson presented a paper on intelligent lighting. Cllr Hooton suggested that Eye Town Council marked the lamp posts that they own. Cllr Gould and Byles agreed to pursue Mid-Suffolk for the section 106 monies to help fund the project. The provisional cost of the works required is £36,000. Please note all figures are provisional as SCC are not sure exactly what costs will be charged by their contractor

Cllr Cooper proposed the following resolutions

- To fit talensas to all ETC lights requiring them and to obtain a grant to carry out this work from Suffolk the greenest county.
- Subject to 4 below to approve in principle the removal/repositioning of streetlights described in paragraph 4 of the street lighting paper.
- Subject to 4 below to approve in principle the carrying out of the works described in Tables 2 and 2A and in paragraph 3 of the street lighting paper.
- To immediately authorise the Town Clerk and the Environment Sub Committee to investigate whether any monies would be available from Mid Suffolk District Council to pay for the works described in 2 and 3 above and to report back to ETC within 3 months. If no monies are available to bring the matter back to ETC so that a decision may be made on how to finance the works described in table 2 and 2A and paragraphs 3 and 4 of the street lighting paper.

The resolutions were seconded by Cllr Gould and agreed.

- d. Cllr Cooper proposed that the Eye Town Council makes a formal request to Suffolk County Council for a 20 mile limit being applied to the whole of the conservation area. This was seconded by Cllr Hudson and agreed.
- e. Cllr Cooper asked the clerk to write to allotment holders about the condition of some of the allotments.

9) PLANNING APPLICATIONS

| Date Recieved | Number of Application | Location | Details | Deadline for response |
|---------------|-----------------------|--------------------------|--|-----------------------|
| 1.5.2014 | 0857/14 | Eye Park, Park Lane, Eye | Internal alterations and external repairs. | 22.5.2014 |
| 1.5.2014 | 0858/14 | Eye Park, Park Lane, Eye | Remove boiler house, erect glazed canopy, insert double doors & insert three windows. Enlarge Window. Block up two windows to south elevations. Insert new dormer & re-render part of north elevation. Erect new staircase & | 22.5.2014 |

Signed E Byles Mayor Clerk L Barrett
Date 19/05/14

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- c. Cllr Gould presented the Cross Street paper. Eye Town Council noted
- the assurance from Suffolk County Council (SCC) that there are currently no planned reductions in the provision of library services in Eye.
 - that the continuation of library services is not in any way contingent on the transfer of the library service to the Cross Street building.
 - that the SCC will consider the advisability and viability of any business case for the future use of the Cross Street building particularly in respect of the location of library services
 - that, in the absence of an acceptable business case, the SCC will market the Cross Street building for disposal.

Cllr Gould proposed the following resolutions :-

- that there is no current need to increase the number of buildings in community use in Eye,
- that the ETC will not undertake any landlord or other responsibilities in relation to the Cross Street building,
- to recommend to the SCC that it invests a proportion of the capital receipt from the sale of the Cross Street building for the improvement of library services in Eye,
- to express its continued commitment to a library service in Eye

This was seconded by Cllr M Ford and agreed.

- d. Cllr Evitt proposed the hanging of the Mendham collection at a maximum cost of £500. This was seconded by Cllr M Ford and agreed

13) EVENTS

- a. The record of the Events meeting held on the 28th of April 2014 was noted
- b. Cllr M Ford reported that all the preparations for the June the 1st Mayor Making have been completed. Cllr Ford gave details on upcoming events including, the Open Gardens Weekend, Cricket match 29th of June, Give and Take Day on the 5th of July, and the World War 1 exhibition in August.
- c. Cllr Cooper proposed £500 expenditure on Mayor Making. This was seconded by Cllr Gould and agreed

14) GOVERNANCE

- a. The record of the finance and governance meeting held on the 12th of May 2014 was noted
- b. N Ford proposed the registering with the Information Commissioner's Office at accost of £35.00. This was seconded by Cllr M Ford and agreed.
- c. It was noted that the level of Fidelity Cover *to be sought should seek the costs* needed to be increased in line with the recommended guidelines.
- d. It was noted that the Asset Register requires updating to ensure that all new acquisitions in the year are included as necessary.
- e. It was noted that the Grant Awarding Policy was reviewed and in future organisations benefiting from grants would be asked to say how they had spent the money.

15) STRATEGIC PLANNING SUB-COMMITTEE

Cllr Gould reported that Mid-Suffolk has still not yet made a decision on the designated area for the neighbourhood plan. *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.*

16) FINANCE

- a. Financial statement – Current balances were noted
- b. Accounts Payable – Cllr Evitt proposed the acceptance of accounts payable. This was seconded by Cllr Cooper and agreed.
- c. Cllr Hooton proposed the acceptance of the Accounts for the year ending 31 March 2014 and completion of Section One (Accounting Statement) of the annual return. This was seconded by Cllr Cooper and agreed.
- d. Cllr N Ford proposed the acceptance and completion of Section Two (Annual Governance Statement) of the Local Councils' Annual Return for year ending 31 March 2014 this was seconded by Cllr Gould and agreed.

Signed E By 60 Mayor R Bennett Clerk
Date 18/6/14

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f. To consider requests for donations as per correspondence. Nancy Ford expressed a non-pecuniary interest in the cricket club application. Cllr Evitt proposed a donation of £250 for Eye cricket club this was seconded by Cllr M Ford but was not agreed. Cllr Evitt proposed a donation of £200 for Diss Citizens Advice Bureau this was seconded by Cllr M Ford and was agreed. Cllr N Ford proposed a donation of £50 for Avenues East this was seconded by Cllr Carr and was agreed.

16) CORRESPONDENCE

| <i>Letters to the Council – Correspondence was noted</i> | |
|--|--|
| Date | Details of Correspondence |
| 25.3.2014 | Diss CAB Requesting Donation. |
| 20.4.2014 | Chair of Mellis Parish Council asking whether Parish Councils representing people living adjacent to the proposed site see any merit in a 'joint' approach on matters of common interest arising from the Progress Power Planning Application. It was agreed this would be a good idea |
| 14.4.2014 | WEA requesting a semi permanent loan of 12 stacking chairs from the Town Hall. This request was denied. |
| 17.4.2014 | Request from Public Loans Board asking the Town Council to pay by direct debit. Finance and governance to consider. |
| 23.4.2014 | Avenues East Requesting a donation towards their activities. |
| 24.4.2014 | SALC asking for comment on their Highways contract arrangements. |
| 29.4.2014 | A resident reporting that Mid Suffolk has done nothing about the issues with the barn at Langton Grove. |
| 6.5.2014 | A resident on the Millfield estate in Eye has started to be affected by light flicker from one of the newer wind turbines on the airfield. |
| 7.5.2014 | Eye Cricket Club requesting donation of £550 to pay for a professional coach and a publicity drive for the club |
| Mid May | 4 Responses to Lights consultation. |
| Mid-Suffolk District Council | |
| 24.4.2014 | Notification of Precept Being paid into account. |
| 30.4.2014 | Peter Freer Sharing Neighbourhood Plan Examples. |
| 6.5.2014 | Peter Freer Sharing Neighbourhood Plan Examples. |
| Suffolk County Council | |
| 2.5.2014 | Suffolk County Council's Highways Officer is proposing to relocate an existing parking bay in Church Street. Support for this improvement was proposed by Cllr Cooper and seconded by Cllr M Ford and agreed. |
| 1.5.2014 | Michael Wilkes offering advice on how to respond to the Progress Power Consultation. |

17) REPORTS - None received

18) URGENT MATTERS AND MATTERS FOR INFORMATION

Cllr Byles explained that in future item 18 will be changed to 'agenda items for the next meeting'. This change was at the request of the clerk.

MEETING CLOSED AT 10.22pm

EYE TOWN COUNCIL - Financial Statement and Accounts Payable as at 21st of May 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.460 | £89,807.50 |
| Current Account less unrepresented cheques | £86,735.76 |

Signed *C Byles* Mayor *A Bennett* Clerk
Date *18/5/14*

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| | |
|--|-------------------|
| Total May Spend | £8,332.00 |
| Projected Current Account balance | £78,403.76 |
| Unpresented cheques | |
| Cheque no 105381 | 380 |
| Cheque no 105388 | 906.68 |
| Cheque no 105392 | 678 |
| Cheque no 105364 | 1023.95 |
| Cheque no 105393 | 21.75 |
| Cheque no 105394 | 61.36 |
| Sub Total | £3,071.74 |

Accounts Payable

| No | Payee | Item | Approved | Approved2 |
|----|------------------------------|----------------------------|------------|------------------|
| 1 | Hammond | Pocket Park/Skate Park Cut | Contract | 77.50 |
| 2 | R Fiebelkorn | CemeteryChurchyard Cut | Contract | 380.00 |
| 3 | S Kaye | Street Carer | Contract | 476.12 |
| 4 | R Barnett | Clerk | Contract | 980.29 |
| 5 | D Rouse | Toilet Carer | Contract | 179.20 |
| 6 | K Rouse | Toilet Carer | Contract | 56.79 |
| 7 | B Beamish | Town Hall Caretaker | Contract | 397.32 |
| 8 | HMI | PAYE Period 11 | Contract | 208.82 |
| 9 | R Barnett | Clerks Expenses | petty cash | 55.42 |
| 10 | R Barnett | Clerks Phone | Contract | 9.82 |
| 11 | Manor Storage | secure storage | Contract | 123.69 |
| 12 | Adam Scoulding | Plumbing repair allotments | Clerk Auth | 83.31 |
| 13 | Hucklesby Architect | cross street | Oct-13 | 3106.93 |
| 14 | M Carr | Refund Cupboard | Apr-14 | 133.11 |
| 15 | Mr Markham | Allot Deposit Refund | Contract | 7.50 |
| 16 | Echo internet | Email support | Contract | 79.06 |
| 17 | British gas | Town Hall Gas | Contract | 139.45 |
| 18 | Chubb | Town Hall | Clerk Auth | 19.66 |
| 19 | Chubb | Town Hall | Contract | 538.02 |
| 20 | Kent Skips | Allotments | Apr-14 | 150.00 |
| 21 | Gislingham Band | Mayor Parade | Jan-14 | 180.00 |
| 22 | Adam Power | Structural Engineer | Oct-13 | 294.00 |
| 23 | Mid Suffolk DC | Dog Bin Emptying | Contract | 576.00 |
| 24 | Post Print | Copying Annual Meeting | Jan-14 | 50.00 |
| 25 | P Sheehy | Toilet Cleaner | Jan-14 | 29.99 |
| | Total Expenditure May | | | £8,332.00 |

Signed C Barnett Mayor C Barnett Clerk
 Date 18/6/14