



EYE TOWN COUNCIL

MINUTES FOR THE MEETING OF EYE TOWN COUNCIL held in the Council Chamber, Eye Town Hall, on Wednesday 15th September 2021 @ 7:30 pm

Cllr Walker thanked the Town Clerk Wendy Alcock for her service and wished her well in her new role at Bungay Town Council. She will be missed in Eye.

1.0 Opening of the meeting and those present:-

Cllr Walker (Chair), Cllr Berry (Deputy Chair), Cllr Brandon, Cllr Evitt, Cllr Gould, Cllr Hudson, Cllr Mann, Cllr Smith, Cllr Talbot (19:40), Cllr Turner, Cllr Winter. Town Clerk – Wendy Alcock and 5 members of public.

2.0 Apologies and Approval of Absences

Cllr O'Mard, Cllr Byles, Cllr Henderson, Cllr Gibbs

3.0 Members Declarations of Interests and Consideration of Requests for Dispensations – none received

3.0 Public Participation - Meeting to be opened.

3.1 County Councillor Report – Cllr. Peter Gould – Full report available on the website [here](#).

Afghan refugees – Many requests of help being offered; a small number of families are being supported. Cllr Gould directed Cllrs to SCC website [here](#), Suffolk Refugee website [here](#) for further information. Pleased that community spirit in Suffolk is strong.

Government's Levelling up Policy – this allows an opportunity for people to come forward with offers of devolution of powers from central government to local government.

HGV County Route review is now underway. ETC will receive a survey to submit views to the County.

Cllr Gould is working on a number of Suffolk County Council corporate projects – these are renewal of the highway's maintenance contract and also the budget strategy.

3.2 District Councillor Report – Cllr Peter Gould – Full report available on the website [here](#).

Cross Street development was approved unanimously by the Development Control Committee today. Thanks to Cllr Berry for talking in support of this application at the committee. Schedule for works not yet agreed.

2592

Signed: Mayor

Eye Town Clerk

Dated

HGV issues in Eye has clear political commitment from SCC for the experimental TRO. Costs to still be finalised but could be up to £50k. ETC may be asked for a contribution.

Cllr Brandon asked what would be included in the costs for the TRO. Cllr Gould has asked for clarification and definition of the start date.

Cllr Berry stated that he is not surprised about the sum required for the TRO and would not like to see it fall at this hurdle due to lack of funding so all sources need to be considered including from ETC.

Cllr Gould informed the meeting that he has submitted his resignation to the Mayor as a Town Councillor due to commitments with his County and District role. He will continue as County and District Councillor.

Cllr Walker thanked Cllr Gould for his service and contribution to Eye over the years which has been much appreciated.

3.3 Members of the Public – to receive questions and matters of concern from those present.

No questions

4.0 The minutes of the **Town Council** meeting held on the 21st July 2021 were received and confirmed subject to the amendment stated below.

Cllr Berry submitted an amendment against agenda item 6.1 which is indicated in blue on the minutes circulated to Council and published.

Proposed by Cllr Gould , Seconded Cllr Evitt – All in favour

5.0 To receive feedback from the **Town Hall Committee** no meeting has been held since 22nd July 2021.

No report given by the Town Hall Committee.

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

6.1	DC/21/04401	30 Wellington Road, Eye	Outline Planning Permission (some matters reserved, access to be considered) Town and Country Planning Act 1990 - Erection of 14No. dwellings with associated new vehicular access (following demolition of existing dwelling).
Proposes that the town council objects to this application. The reasons for this are as drafted Appendix C which will form the council's portal posting.			
Proposed by Cllr Berry, Seconded Cllr Hudson – All in favour			

2593

Signed: Mayor

Eye Town Clerk

Dated

6.2	DC/21/04603	Wrightfield Ltd, Progress Way, Eye	Extn to existing warehouse to provide additional facilities inc new vehicular access.
No comment			
6.3	DC/21/04772	Mustard Pot Hall, Brome Ave, Eye	Listed building consent. Part conversion to holiday let.
No comment			
6.4	DC/21/04633	Mustard Pot Hall, Brome Ave, Eye	Part conversion to holiday let.
No comment			
6.5	DC/21/04697	Land on Eye Airfield, Ipswich Rd, Eye	New storage building for B8
No comment			
Proposal of no comment to 6.2 & 6.5			
Proposed by Cllr Brandon, Seconded Cllr Mann – All in favour			
Proposal of no comment on 6.3 & 6.4			
Proposed by Cllr Hudson, Seconded Cllr Evitt – All in favour			

7.0 To receive and note Mid Suffolk DC planning decisions or appeals received since the last meeting.

7.1	DC/21/02635	The Vine Church, Church St, Eye	Planning permission refused.
Cllr Berry drew the council's attention that the comments made by ETC were taken into consideration in the decision for this application.			
7.2	DC/21/03373	3 The Rookery, Eye	Listed building consent granted.
7.3	DC/21/03451	6 Gaye Crescent, Eye	Planning permission granted
7.4	DC/21/03651	53 Church St, Eye	Planning permission granted
7.5	DC/21/04158	1 Castleton Way, Eye	Planning permission granted
7.6	DC/21/04771	3 Lambseth St, Eye	Discharge of conditions
7.7	DC/21/03006	30 Lowgate Street, Eye	Planning permission granted
7.8	DC/21/03857	Land between Broad Street and Dove Lane	Planning permission granted
7.9	DC/21/03854/60/61/62/63/65/68/70	Replacement windows at Hutton Court	Planning permission granted
7.10	DC/21/03916	2 Lowgate St, Eye	Planning permission granted
7.11	DC/21/04041	Eye Power Station, Oaksmere Business Park, Eye	Planning permission granted

Noted.

Planning applications and decisions can be view on the Mid Suffolk Planning Portal at this [link](#).

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Signed: Mayor

Eye Town Clerk

Dated

8.0 Other Planning Matters

8.1 Notice of examination of Babergh and Mid Suffolk Joint Local Plan

ETC still supports the plan and believes it should be adopted as soon as possible to bring structure to the policies of the district council.

8.2 DRAX power station has invited ETC to a community meeting on the 20th September representatives will be Cllr Walker, Brandon and Evitt will be in attendance.

8.3 Paddock House – demolition contract should start in October. A program meeting is being held 16th September at MSDC to plan the way forward. Report back to October meeting but a Construction Management Statement has to be prepared and submitted before work starts.

8.4 Persimmon Meeting – Discussions are on-going for first phase of the airfield development. Design and layout have been improved following our consultation. Waiting for house types by the developers.

Cllr Gould and Cllr Winter left the meeting 20:10 and returned at 20:15.

9.0 To receive feedback and recommendations from the **Environment Committee** meeting held on 8th September 2021.

Cllr Smith reported that quotes are being sort for re-surfacing at the play park which will need to be funded.

9.1 Proposal to Full Council to consider the draft letter to the EPFA as presented and propose action.*** Taken in the confidential section of the meeting.

10.0 To receive feedback and recommendations of the **Finance & Governance Committee** meeting held on 2nd September 2021.

10.1 Council approved the review of the Health and Safety Policy as presented.

Proposed by Cllr Evitt, Seconded Cllr Turner – All in favour

10.2 Proposal to Full Council that it reviews the current projects against the Council's priority list as to action first in relation to the Project Co-Ordinator's role.

Cllr Evitt proposed that a meeting should be held to review these priorities in more detail before the next Full Council meeting. It was suggested that an evening meeting would be preferred, date to be confirmed.

2595

Proposed by Cllr Evitt, seconded by Cllr Talbot. All in favour.

Cllr Gould added that the development of these projects should be commended. Lead officers and financial assessment is required for these projects.

10.3 To report to Full Council the outcome of the recruitment for new Town Clerk.

Cllr Evitt reported that following interviews Michelle Salazar (present in public gallery) had been appointed as the replacement Town Clerk/RFO for Wendy Alcock. She will start in post on the 4th October for a handover. Michelle was welcomed to the Council.

Cllr Evitt would also like to thank Cllr Gould for all he has done for the town.

11.0 To receive feedback from the **Events** Committee meeting held on the 12th July.

Bruce Salter has confirmed that the Christmas Evening on the 3rd December would take place

12.0 To receive and confirm the following Financial Matters:

12.1 To receive and note the bank balances as of 31st August 2021. The Clerk also reported that the 2nd installment of the precept had been received and would be shown on the September bank reconciliation – **Appendix A.**

12.2 To receive and approve invoices as presented on Accounts Payable for payment on the 16th September. Two late invoices received £707.48 Eye Gardens £50.00 refund of allotment deposit against B02a – **Appendix B.**

12.3 To approve payment of Staff Salaries for August by bank transfer payable on the 16th September.

Clerk requested a proposer to approve the above items.

Proposed by Cllr Gould , Seconded Cllr Smith – All in favour

12.4 Conclusion of External Audit 2020-21

The Clerk reported that the conclusion of the External Audit for 2020-21 had been received with no matters arising. The report has been published on the Council's website and can be viewed by clicking [here](#).

13.0 The Council is asked to note that in accordance with the delegated authority given to the Chairs/Deputy Chairs and Clerk on the 21st July (Section 101 of the Local Government Act 1972 reference 20-03-18/9.7a/2429) the decisions listed in report circulated have been taken.

14.0 To note the attached items of correspondence.

2596

Signed: Mayor

Eye Town Clerk

Dated

CORRESPONDENCE TO THE COUNCIL – TO BE NOTED AND CONSIDERED		
	<i>Details of Correspondence</i>	<i>Actions Taken/Required</i>
14.1	Road works in Eye.	Passed to Councillors for information. Correspondent referred to SCC Highways.
14.2	Hartismere High School Awards notification	Passed to Councillors for information.
14.3	Letter of thanks from SARS regarding recent donation	Passed to Councillors for information.

15.0 Date of next meeting Wednesday 20th October 2021.

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***

Eye Town Council

Bank Reconciliation at 31/08/2021

Cash in Hand 01/04/2021 143,171.46

ADD

Receipts 01/04/2021 - 31/08/2021 101,298.62

244,470.08

SUBTRACT

Payments 01/04/2021 - 31/08/2021 63,667.71

A Cash in Hand 31/08/2021 **180,802.37**
(per Cash Book)

Cash in hand per Bank Statements

Cash	31/08/2021	126.70
1. Barclays Current Account	31/08/2021	100,572.47
Barclays Business Account	31/08/2021	49,291.92
Barclaycard	31/08/2021	0.00
National savings investment acc	31/08/2021	31,240.21

181,231.30

Less unrepresented payments 428.93

180,802.37

Plus unrepresented receipts 0.00

B Adjusted Bank Balance **180,802.37**

A = B Checks out OK

Appendix B

EYE TOWN COUNCIL					
ACCOUNTS PAYABLE to 15th September					
Vch	Pay Type	Code	Name	Description	Amount
171	CC	54 - Allotment water rates	Wave	Water/Sewerage Rates	191.71
173	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials	34.40
174	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Protective clothing	11.49
175	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials	37.60
176	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials	43.50
177	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials	29.94
178	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Protective clothing	9.99
179	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials	11.88
180	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials	11.88
181	CC	71 - Public toilet sundries, repairs & utilities	Amazon EU S.a.r.l	Cleaning materials	15.49
182	CC	20 - Office costs postage,stationery,copying	Brookline	Office Equipment	-0.41
183	BT	62 - Grass and hedge cutting	Mortimer Contracts Ltd	Grass Cut Contract (Cem & Church)	720.00
184	BT	73 - Grass cutting Pocket Park and Skateboard area	Hartleys Garden Services	Grass Cutting	200.00
185-90	BT	All Staff		Staff Salaries	4,132.84
191-95	BT	All Staff	HMRC	PAYE/NIERC	1,067.17
196	DD	19 - Pensions	NEST	Pension	132.67
197	CC	20 - Office costs postage,stationery,copying	Amazon EU S.a.r.l	stamps	13.78
198	BT	71 - Public toilet sundries, repairs & utilities	Handyman Eye	Cleaning materials	26.45
199	BT	46 - Street Cleaner Sundries	Handyman Eye	Equipment and Supplies	7.25
200	DD	186 - Bank Charges	Barclays	Bank fee	7.4
201	DD	142 - Broadband	Zen	Broadband	38.4
202	DD	105 - Gas	Crown Gas & Power	Gas	32.05
203	DD	23 - Phone	O2	Phone	36.00
204	BT	9 - Mayor Parade	Gipping Press Ltd	Printing	77.00
205	CC	20 - Office costs postage,stationery,copying	Amazon EU S.a.r.l	stamps	10.99
206	BT	26 - Audit	PKF Littlejohn Ltd	External Audit	480.00
207	BT	52 - Hanging Baskets	Eye Gardens	Hanging Basket 2nd invoice	707.48
208	BT	Allotments	B Styche	Allotment deposit refund	50.00
					8,136.95

Eye Town Council objects to this application

ETC acknowledges that this application does appear to have been prepared with the adopted Eye Neighbourhood Plan in mind. This is particularly so for Policy Eye 3 and councillors felt that aspects of the design would be likely to satisfy relevant areas of Policy Eye 16.

Notwithstanding this, however, councillors felt that the grounds for objection outweighed the above at its present numbers and lists the following as reasons for objection.

1. At the numbers proposed the development exceeds the limits set for small sites outside of formal housing allocations in Policy Eye 1 (b).
2. The exit from the site into Wellington Rd does not offer protection to pedestrians or cyclists Traffic would exit the site directly on to an area where there is no path in the direction of the primary school in a street heavily used by children as a walking route to school. Councillors feel this is the main basis for this objection and feel that safety to pedestrians, in particular could be compromised.
3. Traffic circulation should be considered in the wider locality. Church St, where most of the traffic will exit, is already extremely crowded and the development should be considered for its impact on both Church St and Wellington Rd as well as in the context of increased traffic incidence as Paddock House is developed.
4. There are some specific objections to areas of design:

Plot 8 has tandem parking (a row of 3) and this will cause parking to spill over onto the street.

The terrace of four properties adjacent the entrance has parking for the middle two homes across the street which, in practice, is difficult to enforce and is likely to encourage further street parking or cause parking to spill over into Wellington Rd itself.

Any application on this site should carefully consider the following based on resident and other submissions:

1. The history of surface water flooding which requires a detailed assessment of the surface water flood risk. Evidence provided from an adjoining landowner shows that the site is on the edge of a high flood risk area and this needs to be fully addressed for the whole site.
2. Existing sewers need to be checked for capacity to accommodate new development.