



## EYE TOWN COUNCIL

**Minutes from the Meeting of Finance and Governance Committee  
held on 3<sup>rd</sup> December at 7:00 pm as a remote meeting using Zoom.**

**Details for joining the meeting for members of the public are as follows: -**

**Present:** Cllr Gould (Chair), Cllr Henderson, Cllr Mann, Cllr Walker, Cllr Hudson, Cllr O'Mard, Cllr Turner, Non-voting members Cllr Berry, Cllr Smith. Town Clerk Wendy Alcock and no members of the public.

**1. Apologies for absence**

Cllr Evitt

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

None received.

**3. Public questions and community announcements**

No members of the public present.

Meeting closes for public participation.

Formal Meeting Agenda as follows: -

**4. Minutes of previous meeting held on the 5<sup>th</sup> November**

**Proposed by Cllr Walker, Seconded by Cllr Turner. All in favour.**

**5. Chairs Actions**

Nothing to report.

**6. Staffing - To receive an update on office line management \*\*\***

The Clerk reported that with the current restrictions for Tier 2 that Staff Christmas Lunch planned for the 21<sup>st</sup> December could no longer take place.

F&G kindly agreed to fund the staff lunch at its meeting in November up to £150.00. The Clerk proposed that in lieu of the Christmas lunch would the committee agreed to give each staff member (6 in total) an amazon voucher for £25.00 as an alternative to acknowledge everyone's hard work and commitment in this difficult year. The Chair asked the Clerk to confirm that the Council had the power to make this expenditure and this was confirmed.

**Proposed by Cllr Gould, Seconded by Cllr Walker. All in favour.**

## 7. Finance

### 7.1 To discuss issues from the budget monitoring report for November 2020

The budget monitoring report was discussed, the Clerk had highlighted areas where there had been overspends to date. These will need to be covered by virement at the end of the year when the final expenditure position is clear.

### 7.2 Draft Budget 2021/22

Cllr Gould explained the basis of the budget as presented and the proposed draw on reserves.

Chairs of Committees are asked to challenge our expenditure plan and whether we need the budget carried forward. Also, to look at other sources of income, reviewing fees and charges for 2021/22 now, chasing grants, sponsorship, or other ways of raising income.

The Clerk will re-model the budget with zero draw on reserves. Budgets will be circulated to the chairs to consider the above and return to the January F&G meeting. There was a discussion about the level of increase in the precept that the Council should make.

## 8. Governance

The decision made by this committee on the 10<sup>th</sup> January 2019 is proposed to be reversed as allowed through our Standing Orders. There is no visible basis how this decision was made and has not been drawn upon since it was made. The Project Co-Ordinator's time may by agreement be allocated to support community groups provided this in line with the Council priorities.

### 8.1 Reversal of the following decision made at the Finance and Governance Meeting on the 10<sup>th</sup> January 2019, to be noted by Full Council: -

A maximum of 10 hours support from the Project Co-Ordinator would be offered to community groups; additional support would be made available but would be recharged against the project @ £20.00 per hour.

**Proposed by Cllr Gould, Seconded by Cllr Walker. All in favour.**

### 8.2 Committee Schedule 2021

Propose that the committee recommends that Full Council accepts the schedule of meetings for 2021.

**Proposed by Cllr Turner, Seconded by Cllr Mann. All in favour.**

## 9. Documents (to include policies, procedures, and protocols) – None to review

## 10. Tendering, Contracts and Agreements – None to review

**11. Health and Safety (including risk assessments)**

**11.1 Asset Management Risk Assessment annual review**

Propose that Full Council approves the review of the Asset Management Risk Assessment.

**Proposed by Cllr Walker, Seconded by Cllr Turner. All in favour.**

**12. Grants and Donations**

**12.1 – 1<sup>st</sup> Eye Scouts.**

The application was considered and a sum of £100 was agreed.

Propose that Full Council approves the sum of £100 for Eye 1<sup>st</sup> Scouts from the Section 137 fund.

**Proposed by Cllr Henderson, Seconded by Cllr Walker. All in favour.**

Cllr Gould to investigate whether the balance of the application can be funded from his District Council Locality Budget.

**13. Reports and Updates**

**13.1 Licence Review Application\*\*\* Notes in confidential minutes.**

**13.2 Marketing Opportunity**

Paper regarding this opportunity has been circulated with the agenda.

The Committee felt that this should be reconsidered once further information is available from the district council with the “Invest in Eye” project.

Clerk to contact the East Anglian Daily Times and ask for distribution numbers for the Eye area to enable a decision to be made on the next year. Clerk to also ask what the cost of the average advert would be for local businesses.

**13.3 Criteria for Sale of Land at Victoria Mill**

A confidential paper has been circulated prior to the meeting for information.

Fully engaged with Alistair Mitchell of Fenn Wright. Good feedback has been received on them from MSDC.

**Recommendation 1**

Three organisations have expressed an interest so far

MSDC

Orwell

Flagship

These are all able to provide the type of housing identified for this site within the Neighbourhood Plan.

The question asks if we should include the list of organisations to the select list.

Cllr Henderson – 7b states provision of 7 of the 15 as affordable homes. Should this not be held back as a negotiating tool, so buyers do not just put in 7. Cllr Gould felt that this was the minimum not maximum number of affordable homes. Cllr Henderson proposed an amendment to remove the number of affordable homes which is reflected in the proposal below.

### **Recommendation 2**

This recommendation lays out the basis for discussion with potential purchasers' details are covered within the report.

### **Recommendation 3**

Fenn Wright have recommended that as part of the sale a soil condition survey is undertaken, and funding is sort to achieve this. This removes a risk from potential purchases and the cost is recoverable against the sale.

### **Recommendation 4**

Further legal advice will be required in addition to the agency appointment of Fenn Wright to proceed with the sale. The cost again will be recoverable against the sale.

Cllr Berry commented that we need to invest to make a return. The sale value will never be less than we invest in fees. Risk of the access through the persimmon site has been resolved and will be protected through the contract.

Cllr Gould commented that the net value would be substantial but there are other added benefits of providing affordable homes to the people of Eye.

Cllr Smith asked if there would be any flats in the development. Not at this present time. The type of home is not stated in the Neighbourhood plan. Cllr Berry said that there would be a revised housing needs survey in this changing climate which would inform the second phase of sale of allotment land.

**Recommendation 1** – that a targeted exercise is undertaken to identify any additional parties interested in buying the site.

**Recommendation 2** – that the criteria listed in paragraph 6 above be agreed as the basis for discussion with potential purchasers and subject to any further changes being agreed for the sale.

**Recommendation 3** – that a soil condition survey is commissioned at a cost of up to £5,000 with the costs being met from Reserves.

**Recommendation 4** – that provision of £5,000 is made in reserves for legal costs. Cllrs Evitt, Berry and Gould to select preferred supplier once the three quotes have been received.

Propose that the above recommendations, removing 6b apart from the first sentence to be confirmed prior to the recommendation being made to Full Council for approval.

**Proposed by Cllr Gould, Seconded by Cllr Turner. All in favour.**

**14. Correspondence and Referrals**

Nothing to report.

**15. AOB**

Cllr Berry asked about the timetable for co-option, the Clerk confirm that if applications were received by 8<sup>th</sup> December the co-option could go through at the Full Council meeting on the 14<sup>th</sup> December.

**16. Date of next meeting – January 7<sup>th</sup>, 2021**

Meeting closed at 9:00 pm.

**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\*\*\*