



EYE TOWN COUNCIL

Minutes of the Meeting of Finance and Governance Committee held on 1st April at 7:00 pm as a remote meeting using Zoom.

Present: Cllr Evitt (Chair), Cllr Henderson, Cllr Mann, Cllr Turner, Cllr Walker (19:39) **Non-voting members** Cllr Berry, O'Mard and Smith. **Town Clerk** – Wendy Alcock. No members of the public were present.

1. Apologies for absence – Cllr Gould
2. Members Declarations of Interests and Consideration of Requests for Dispensations - None
3. Public questions and community announcements – No members of the public present.
4. Minutes of previous meeting held on the 4th March.

Proposed by Cllr Evitt, Seconded by Cllr Mann . All in favour.

5. Chairs Report

5.1 Committee meetings returning to Face-to-Face post 7th May.

The Clerk reported the Government had decided that there was not sufficient parliamentary time to consider extending the regulation to allow local authorities to hold meetings remotely. A call for evidence has been made to decide if this should be re-considered and LLG and Hertfordshire CC are taking a case to the Crown Court claiming that the current LGA 1972 already gives provisions for remote meetings.

Currently as the law stands remote meetings must cease from the 6th May. Council has already agreed to move its May and June meetings to allow them to be held safely should an extension not be considered. Committees need to consider their meetings during May and June.

Options for the F&G meeting are as follows:-

- I. Move the meeting scheduled for the 6th May to 29th April or retain the scheduled date and hold remotely.
- II. Cancel the meeting scheduled for the 3rd June.
- III. If meetings are cancelled, then delegated powers should be proposed to Full Council to Chair and Clerk during the absence.

Proposal to move the meeting scheduled on the 6th May forward to the 29th April as a remote meeting and to cancel the 3rd June meeting. Delegated powers to be requested for the Chair and Clerk between 30th April and 1st July when the meeting can be held without restrictions. Subject to any changes in the legislation to allow remote meetings.

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

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

The Clerk reported that there were no issues to report with staffing.

Annual holidays have been taken to the 31st March with staff carrying forward a maximum of one weeks leave into the new holiday year.

7. Finance

7.1 To discussion issues from the budget monitoring report for March 2021

No new issues to report. All virements as agreed by Council at its last meeting have been updated. Invoices for outstanding works to the skate park and cemetery have been received and charged against this year's budget.

The Clerk reported that work would now commence on year end accounts. The Annual Governance and Accounting Return (AGAR) needs to be submitted to the external auditor by the 2nd July which will require the AGAR to be approved by Council at its meeting on the 23rd June.

8. Governance – nothing to report.

9. Documents (to include policies, procedures, and protocols) – Nothing to report.

10. Tendering, Contracts and Agreements

Review of the contracts register. The Committee note that the next contract due for renewal was the Christmas lights contract which would go out to tender in March 2022.

11. Health and Safety (including risk assessments) – Nothing to report.

12. Grants and Donations

12.1 Park Radio Application

It was noted that the application exceeded the maximum amount as permissible under the Grant Awarding Policy. The Clerk has communicated this to the applicant and sign posted them to the District Councillor Cllr Gould to submit a Locality Grant award.

Propose awarding the maximum £500.00 for Park Radio to Full Council.

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

13. Reports and Updates.

13.1 Invest in Eye Program

The report submitted by Andy Robinson; Project Co-Ordinator was discussed.

The recommendations are that the F&G Committee:-

- i. Review the emerging Invest in Eye Program against the Business Plan, Action Plan
- ii. Review the current sub-committees dealing with the Neighbourhood Plan implementation. E.g. The NP Implementation Group, Asset Management Group and the Housing Group.

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

ETC would like to applaud the ambition of this program of works to Mid Suffolk District Council and will play its part in supporting its objectives.

14. Correspondence and Referrals – None received.

15. AOB – noting to report.

16. Date of next meeting – April 29th, 2021