



## EYE TOWN COUNCIL

Minutes of the Remote meeting of Finance and Governance Committee  
held on 2<sup>nd</sup> July at 1:00 pm as a remote meeting using Zoom.

**Present: Cllr Evitt (Chair), Blake, Byles, Henderson, Mann, O'Mard, Turner, Berry (co-opted), Hudson, Smith and the Town Clerk**

### 1. Apologies for absence

**Cllr Gould, Cllr Walker, Cllr Henderson will be late arriving.**

### 2. Minutes of previous meeting were approved.

**Proposed by Cllr Evitt, seconded by Cllr Mann, all in favour one abstention**

### 3. Chairs Actions

#### 4. Staffing

- To receive an update on office line management \*\*\*

The Town Clerk gave an update from training workshop she had attended on reopening community buildings.

Tacon Close Office – The Clerk had been informed by MSDC they she was not allowed to work in the office until further notice. It is acceptable to drop in to collect paperwork etc. but not for extended periods of time.

Cllr Evitt reported that the Project Officer has been working on the Persimmon development. Cllr Berry is also attending the planned meetings along with Cllr Gould.

#### 5. Finance

- To discussion issues from the budget monitoring report for June 2020 (attached)

No major issues to discuss, no questions from the floor.

- PWLB has offered a deferral of the October instalment for the Town Hall loan but will expected the deferred payment to be made in addition to the April 2021 installment.

It was agreed that this offer was better than expected and Council should accept the terms. Clerk to notify PWLB with this decision. Report to Full Council for information only.

**Proposed by Cllr Evitt, seconded by Cllr Mann, all in favour**

#### 6. Governance

- Delegated powers under Section 101 of the Local Government Act 1972 are evoked during the summer recess.

The Clerk explained that this would give authorisation to herself and the appropriate chair of committee to continue with business as normal during the summer recess of Council.

**Proposed by Cllr Evitt, seconded by Cllr Turner, all in favour**

- Town Hall Committee – resignation of chair.

Cllr Evitt thanked Cllr Byles for her work on the Town Hall Committee. Cllr Byles would continue as Chair until the end of August leaving a vacancy from September onwards.

Cllr Byles would continue as a councilor but would not attend committee meetings for three months in order to concentrate on personal commitments and special projects which include: -

- Registering cemetery with land registry
- Mayors on the stairs
- Environmental projects with young people.

She would continue as DPS for the Town Hall until April 2021 and would be happy to offer support to the new chair.

**7. Documents (to include policies, procedures, and protocols) – None to report.**

**8. Tendering, Contracts and Agreements – None to report**

**9. Health and Safety (including risk assessments) - None to report**

**10. Grants and Donations** None received.

**11. Reports and Updates**

- Agree the Eye Town Council Business Plan 2020-21 for adoption by Full Council.

Cllr Henderson joined the meeting.

The Business Plan was shared over the screen. Everyone felt that it was a very professional document and helped highlight to readers what Eye Town Council is about and what our priorities and objections are.

The Clerk explained the Plan was a live document and would need to be reviewed regularly to make it current. It was agreed that there should be a new standard agenda item for Updates to Business Plan on each F&G agenda going forward.

Propose to Full Council that it adopts the Eye Town Council Business Plan 2020-21 as presented.

**Proposed by Cllr Evitt, seconded by Cllr Henderson, all in favour**

- Delivery of medicines

Cllr Berry reported that the doctor's surgery are stopping the medicine deliveries by volunteers to vulnerable people at the end of the month. This will now be done by request only.

- Cllr Evitt reported that Eye Castle will be open for visitors from the 4<sup>th</sup> July following confirmation from MSDC that restrictions had been lifted.

## **12. Correspondence and Referrals**

None received.

## **13. AOB**

Cllr Berry has received a communication from the Community Centre to resurrect work to the shower block. For background 18 months ago the Council £2000 set aside to assist in a feasibility study. The Community Centre was not able to proceed at that point in time. This money is no longer available and if approved would need to be funded from other resources.

Further discussions would need to be held as to the use of the facilities to widen provision.

Agreed for Cllr Berry to correspond with the Trustees.

Cllr Henderson asked what monitoring there is of grants allocated by the Council.

Agreed to review the grant awarding policy at the September meeting.

Cllr Henderson asked about the COVID-19 measures around the Town. What support has been given to the Queens Head in using outside space. Cllr Byles reported that discussions had been held with the Queens Head with a view to using the Town Hall as an overflow for the pub to allow social distancing measures. Other groups have also been offered to use the Town Hall now that the hall can re-open.

Cllr Henderson asked if the Paddock House Garden working group would be able to hold a meeting at the Town Hall. Cllr Byles confirmed that this would be fine as long as it didn't clash with other bookings and complied with the conditions of the risk assessment.

## **14. Date of next meeting – 3<sup>rd</sup> September 2020**

### **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\*\*\*