



EYE TOWN COUNCIL

Agenda - Finance and Governance Committee
Thursday 4th April 2019, Eye Town Hall @ 1:00 pm

1. Apologies for absence

Cllr Byles, Cllr Blake, Cllr Walker

2. EV Charging Points – Cllr Henderson & Peter Gudde

Cllr Gould gave some background to the current position of the Neighbourhood Plan and confirmed that provision had been made in the Plan for developing electric charging points for the town.

Mr Gudde was welcomed to the meeting. The Chair thanked Mr Gudde for his involvement and input to the Neighbourhood Plan.

Mr Gudde introduced himself as a member of Eye Goes Green who had successfully submitted a bid to MSDC for Community Infrastructure Levy (CIL) funds for the capital costs of installing the charging posts in Cross Street Car Park.

Mr Gudde gave some background to the report previously circulated to Councillors. The market emerging in terms of electric vehicles. The long-term indicators are that there will be more electrical vehicles in the area.

With the successful application for funds, MSDC has taken responsibility for installation of the charging post. The management of the post is still to be decided. Administrative costs will hopefully be covered by sponsorship for at least 3 years.

Following discussions around the options available it was proposed that a recommendation be made at the May Town Council meeting (to Mr Gudde to attend) for this proposal:

- Enter into an operating licence with MSDC for a minimum period of three years
- Enter into a contract with the charging service provider, for a minimum three-year period.

Subject to the contracts being acceptable to the Town Council when available.

Proposed by Cllr Evitt seconded by Cllr Henderson all in favour.

3. Minutes of previous meeting

The minutes were agreed as an accurate reflection of the meeting.

Proposed by Cllr Evitt, seconded by Cllr Gould all in favour.

4. Chairs Actions

Cllr Evitt completed the Clerk's performance which went well. Data Protection Officer role now to be built into the job description for the clerk.

5. Staffing

- To receive an update on office line management

Additional costs may be incurred relation to time for the Project Co-Ordinator due to extra work to complete the Neighbourhood Plan. Agreed to estimate the expected costs.

6. Finance

- To discussion issues from the budget monitoring report for March 2019

The Clerk presented proposed virements to cover significant overspends against the budget from unspent budgets in other cost centres.

Proposal to full Council to accept the virements to cover significant overspends against the budget in unspent cost centres as listed on the report.

Proposed by Cllr Evitt, seconded by Cllr Gould all in favour.

7. Governance

8. Documents (to include policies, procedures and protocols)

- Equal Opportunity Policy
- Storage of Valuables Policy

To recommend that the review of policies shown above be agreed by Council.

Proposed by Cllr Evitt, seconded by Cllr Gould all in favour.

9. Tendering, Contracts and Agreements

Christmas Lights Tender – Deadline 23rd April

The clerk reported that one completed tender and one decline to submit had been received to date.

10. Health and Safety (including risk assessments) None to report

11. Grants and Donations None received at time of drafting agenda.

12. Reports and Updates

- Consultation questionnaire regarding a Leisure Centre for Eye – Cllr Gould (attached)

Request to fund delivery for a questionnaire to all Eye residents regarding the demand for a Leisure Centre to the sum of £100.

Proposed by Cllr Gould, seconded by Cllr Henderson all in favour.

13. Correspondence and Referrals None at time of drafting agenda.

14. AOB

Casual vacancy notice.

15. Date of next meeting – 2nd May 2019