



EYE TOWN COUNCIL

Minutes of the Finance and Governance Committee
Held on Thursday 7th March 2019, Eye Town Hall @ 1:00 pm

Present: Cllrs Evitt, Gould, Byles, Walker, Mann, Blake, Henderson

1. Apologies for absence

Cllr Gould gave apologies he might be 30 mins late.

2. Minutes of previous meeting

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

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

3. Chairs Actions

Documents have received from the daughter of Cavendish Morton who was an ex-Mayor of Eye prior to his moving and recent passing. Cllr Evitt will be writing to make thanks. When the archivist is appointed these will be passed on for safe keeping.

4. Staffing

- To receive an update on office line management

Extra Ordinary Meeting has caused additional workload for the Clerk and the Project Co-Ordinator.

5. Finance

- Discussed the issues from the budget monitoring report for February 2019

The budget monitoring report as presented by the Clerk was discussed. The Chair thanked the Clerk for providing such a detailed report and was pleased that expenditure against planned budget was good in most areas.

6. Governance

Nothing to report.

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

- Internal Control Statement

Proposed that Internal Control Statement should be presented to Full Council for resolution.

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

8. Tendering, Contracts and Agreements

None to report

9. Health and Safety (including risk assessments)

None to report

10. Grants and Donations

- Eye Magazine

Agreed to propose a £100.00 donation as a one-off contribution.

Proposed by Cllr Blake, seconded by Cllr Walker all in favour.

11. Reports and Updates

- Cemetery Fees and Charges – 2019/20

Although it was acknowledged that the proposed fees were considerable increase on the current charges it was noted that this would bring the Town Council charges in line with other providers and there had not been a price increase for many years.

- Bus Shelter – Cllr Gould

Cllr Gould reported that he had been at a meeting with Suffolk County Council regarding parking and transport in general. They have agreed to pay for the restoration of the bus shelter. As the ownership of the shelter is ETC, we will need to project manage the restoration.

Real-timetable scheduler will be included in the shelter, ETC will need to fund the cost of the electricity.

The Hartismere school will be involved in asking for artwork for the panels.

This will hopefully be completed by the end of this year.

- Mayor's Pictures – Cllr Byles

See attached report for details in Appendix A

A discussion was held and most Councillors agreed that this would be a fitting testament to the late Mayor Mick Robins and Michael Burke.

Cllr Henderson asked if other ways of acknowledging the office of Mayor such as posting the portraits on the website. Concerned about the cost and the legacy it then presents to future Council's.

The consensus was that the portraits would be a more appropriate tribute.

Resolution to make a recommendation to Full Council to agree with the proposal as laid out in Appendix A.

Proposed by Cllr Evitt, seconded by Cllr Walker. Six in favour, one abstention.

- Council Assets – Cllr Byles

Following on from the recent valuation of the heritage items. Cllr Byles was concerned and the security of the items particularly around the wearing of the Mayoral chain at public events such as open gardens. The Committee felt that it should be worn at the discretion of the Mayor themselves at non-civic events.

Cllr Byles also noted valuation of the portraits for insurance purposes which was made in their undamaged form. The Committee agreed that the portraits should be re-valued when they are all repaired, as the damage could have impact on the value.

12. Correspondence and Referrals

None to report

13. AOB

- Clerk ran through the process for completing the Nomination forms for election. If anyone has any problems completing the form, please let the Clerk know. Forms need to be returned to the Clerk by 3:00 pm on Thursday 14th March for them to be submitted by the Clerk to MSDC. If not received by this time forms will need to be handed directly to MSDC by the 3rd April.
- Tuffs Lane/Maple Way Application – This re-application is on the agenda for the MSDC Development Control meeting on Wednesday 13th March. Cllr Gould is unable to attend; the Council needs to ensure that their objections against this application are heard by the Committee.

Proposal to seek to appoint barrister from Landmark Chambers to represent ETC at the planning meeting up to the value of £800.00

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

14. Date of next meeting – 4th April 2019

Appendix A

Report by Cllr Byles – Mayors Pictures.

1. The late Mayor of Eye planned to have photographs of previous Mayors of Eye enlarged, framed and placed on the wall of the stairwell leading up to the Council Chamber.
2. I have taken up the project as a sort of memorial to him and have worked out the rough (this is a guesstimate) cost of having photos framed of every Mayor since 2000 plus a photograph framed of Michael Burke our District Councillor who died recently. This makes a total of 20 pictures.
3. I envisaged A4 size pictures with a slip round the picture and a gold frame. There would be a rectangular space in the bottom of the slip and in this space would be something like “Cllr David Price Mayor of Eye 2000-2001”
4. Orchard Frames of Diss have estimated each frame and slip will be £40 per picture. Snappysnaps of Norwich estimate that 20 enlargements of photographs to A 4 size will cost £ 100.
5. To proceed the Town Council will be looking at a cost of roughly £ 1000.
6. I would like to know whether Councillors wish to proceed.