

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
Held on Monday 3 October 2011

In the Council Chamber, The Old School House, Market Hill, Brandon at 7.00pm.

Present: Cllr. G Hughes, Cllr. N Vant, Cllr. D Bimson, Cllr. P Ridgwell, Cllr. T Simmons, Cllr. K Butcher, Cllr. Mrs Linda Challiss, Cllr. R Crowther, Cllr. M Skinner, Cllr. A Billingham, Cllr. R Silvester (7.15pm).

Also present: Mrs C Mason (Town Clerk), Cllr. B Bishop, Squadron Leader J Neilds, PC McNamara, PCSO Powell, six members of the public and one member of the press.

The meeting commenced at 7.00pm.

1. APOLOGIES

Cllr. P MacLoughlin, Cllr. L Jacobs.

2. DECLARATIONS OF INTEREST and additions to Members Register of Interests.
None.

At this point in the meeting, the Chairman stated that certain aspects of confidential agenda item 19, Brandon Country Park, would be heard in the public section of the meeting.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Brandon Town Council Meeting of Monday 5 September 2011 (Public items) and the Full Council Meeting of Monday 12 September 2011.

Resolution Record No. **BTC/40/03/Oct/11**

Proposed by Cllr. K Butcher and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5 SEPTEMBER 2011 AND THE FULL COUNCIL MEETING OF MONDAY 12 SEPTEMBER 2011 BE ACCEPTED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Brandon Town Council Meeting of Monday 5 September 2011 (Public Items) and the Full Council Meeting of Monday 12 September 2011.

Suffolk County Council to be reminded of their commitment to allocate funds within next year's budget for the shortening of the 'shoulder' on Thetford Road.

5. PUBLIC FORUM – Monthly event limited to 3 minutes duration maximum per resident.

Resolution Record No. **BTC/41/03/Oct/11**

Proposed by Cllr. K Butcher and seconded by Cllr. A Billingham.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

A member of the public asked for an update on the proposed Community Bus. In response, Cllr. A Billingham said although it was hoped to be set up and running in the near future, excessive legal restraints and problems dealing with both Suffolk County Council and Norfolk County Council has prevented the project from going ahead for the foreseeable future.

6. TO RECEIVE A REPORT FROM THE POLICE/ RAF LAKENHEATH

There were forty seven recorded crimes for the September period. A multi-agency vehicle day was held on the 21 September, with thirty four vehicles being stopped. A total of fourteen Fixed Penalty Tickets were issued. A 'Meet & Greet' stall will be on Market Hill on the 20 October, between the hours of 9.00am and 11.30am. Members were invited to take part. The police will no longer be responsible for the closure of the roads on Remembrance Day. This will now be the responsibility of the event organiser.

Squadron Leader Neilds informed members he would be carrying on with his role at RAF Lakenheath for a further four years; the road works on the A1065 were continuing to cause problems but unfortunately until the works have been completed the interruption will persist.

7. TO RECEIVE REPORTS (if any) from County and /or District Councillors.

Key points in Cllr. Bishop's report: Stephen Boor, West Area Highways Manager, was given a tour of Brandon. Issues raised during the visit included the reduction of the kerb on Thetford Road; traffic signalling problems at Rattlers Road; the remarking of parking spaces near to Brandon bridge; The Wheels Within Wheels Service (supported by Suffolk County Council and operated by The Voluntary network); the revised bus time tables as from the 31 October 2011; the possible listing of Brandon railway station and the signal box; the Brandon Carnival; traffic indicator light at the junction of Thetford Road and the High Street; the proposed Free School meeting with Michael Gove; petition launched against the parking ban on Market Hill. Questions to Cllr. Bishop included future plans for the Heritage Centre; the low volume of the 'green man' at the High Street traffic lights.

8. URGENT BUSINESS – any items the Chairman considers a matter of urgent business. There were no matters of urgent business.

The meeting was reconvened.

9. ACCOUNTS

9.1 Approval of payments (Public Items) – September 2011.

9.2 Approval of confidential items –September 2011 (Staff salaries).

Resolution Record No. **BTC/42/03/Oct/11**

Proposed by Cllr. A Billingham and seconded by Cllr. T Simmons.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS NINE ONE, NINE TWO EN-BLOC.

Date	Amount	Supplier	Net Total	VAT
Sep-11	14.00	J & D Green	14.00	
Sep-11	177.17	Finevale Service Station	147.65	29.52
Sep-11	25.30	Travis Perkins	21.08	4.22
Sep-11	59.86	Lyreco UK Limited	49.88	9.98
Sep-11	29.98	Thetford Garden Centre	24.99	4.99
Sep-11	56.58	Fengate Fasteners Limited	47.15	9.43
Sep-11	98.40	Wicksteed Leisure Limited	82.00	16.40
Sep-11	9.77	Chase Timber Products Limited	8.14	1.63
Sep-11	216.00	Smith of Derby Limited	180.00	36.00
Sep-11	30.24	Walters Limited	25.20	5.04
Sep-11	25.45	Society of Local Council Clerks	25.45	
Sep-11	112.25		93.54	18.71

Sep-11	24.00	Stannah Lift Service Limited Suffolk Association of Local Councils	24.00	
TOTAL:	879.00		743.08	135.92

10. PLAY AREA INSPECTION REPORT

Resolution Record No. **BTC/43/03/Oct/11**

Proposed by Cllr. P Ridgwell and seconded by Cllr. Mrs L Challiss.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE WICKSTEED INSPECTION REPORT 2011 FOR THE THETFORD ROAD PLAY AREA.

11. STREET LIGHTING COMMITTEES

Reports noted and appropriate action to be taken.

12. CEMETERY COMPOUND GATE/FENCING

Resolution Record No. **BTC/44/03/Oct/11**

Proposed by Cllr. Mrs L Challiss and seconded by Cllr. P Ridgwell.

CARRIED: 9 for 1 against.

THAT BRANDON TOWN COUNCIL AGREES TO DEFER THE DECISION TO REPLACE THE GATE AND FENCING AT THE CEMETERY COMPOUND UNTIL THE PRECEPT MEETING IN NOVEMBER.

Cllr. M Skinner suggested unwanted machinery stored in the compound could be disposed of and monies acquired be used to offset the cost of new equipment.

13. Resolution from Cllr. R Crowther. Resolution No.142

‘That Brandon Town Council resolves to utilise brandonsuffolk.com as a communication portal between ourselves and the Brandon community.’

Proposed by Cllr. R Crowther and seconded by Cllr. M Skinner: That Brandon Town Council resolves to utilise brandonsuffolk.com as a communication portal between ourselves and the Brandon community.

Cllr. D Bimson motioned an amendment: Brandon Town Council requests a link from brandonsuffolk.com to the town council’s own website brandon.suffolk.gov.uk. Seconded by Cllr. T Simmons.

Resolution Record No. **BTC/45/03/Oct/11**

AMENDMENT CARRIED: 6 for 3 against 1 abstention.

THAT BRANDON TOWN COUNCIL RESOLVES TO UTILISE BRANDONSUFFOLK.COM AS A COMMUNICATION PORTAL BETWEEN OURSELVES AND THE BRANDON COMMUNITY VIA A LINK BETWEEN BRANDONSUFFOLK.COM AND THE TOWN COUNCIL’S OWN WEBSITE BRANDON.SUFFOLK.GOV.UK. A FORMAL REQUEST TO BE SENT TO BRANDONSUFFOLK.COM.

14. SALT BINS

Resolution Record No. **BTC/46/03/Oct/11**

Proposed by Cllr. R Silvester and seconded by Cllr. P Ridgwell.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE PURCHASE OF FOURTEEN GRIT BINS (ONE PALLET) FOR THE SUM OF NINE HUNDRED AND SEVENTY NINE POUNDS AND THIRTY PENCE PLUS VAT.

Cllr. B Bishop stated he would be willing to use his Locality Budget to purchase five of the salt bins.

15. CLERK'S MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

A verbal report was given at the meeting. No issues were raised.

At this point in the meeting non confidential matters relating to Brandon Country Park were now heard.

19. BRANDON COUNTRY PARK

Key questions raised included Forest Heath District Council's funding commitment for the next three years; staffing matters; Heritage issues; Big Lottery funding liabilities; accumulative cost to next year's precept figure. In conclusion it was agreed the town council has four options a) to take on Brandon Country Park ourselves b) the town council to take ownership of the Park in partnership with Anglian Community Leisure c) the same scenario as b) but in partnership with Keystone and d) the town council to walk away from any further discussions.

Resolution Record No. **BTC/47/03/Oct/11**

Proposed by Cllr. R Silvester and seconded by Cllr. T Simmons.

CARRIED: Unanimous.

THAT PRIOR TO BRANDON TOWN COUNCIL MAKING ANY DECISION ON THE FUTURE RUNNING OF BRANDON COUNTRY PARK, AREAS OF CONCERN NEED TO BE FULLY ADDRESSED AND COMMITMENT REQUIRED FULLY UNDERSTOOD.

16. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/48/03/Oct/11**

Proposed by Cllr. T Simmons and seconded by Cllr. K Butcher.

CARRIED: Unanimous.

That pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the Meeting temporarily due to the confidential nature of the business to be discussed concerning QUOTES: LAND: STAFF: CONTRACTS

BRANDON TOWN COUNCIL

Confidential Minutes

Of the Full Brandon Town Council Meeting

Held at 7.00pm on Monday 3 October 2011

In the Council Chamber, Old School House, Market Hill, Brandon.

THIS PAGE IS CONFIDENTIAL
ONLY THE RESOLUTIONS MAY BE DISPLAYED
AS A MATTER OF PUBLIC RECORD

17. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Brandon Town Council Meeting of Monday 5 September 2011.

Resolution Record No. **BTC/49/03/Oct/11**

CARRIED

THAT THE CONFIDENTIAL MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 5 SEPTEMBER 2011 BE ACCEPTED AS A TRUE RECORD

18. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Brandon Town Council Meeting of the 5 September 2011.

There were no matters arising.

19. BRANDON COUNTRY PARK

Resolution Record No. **BTC/50/03/Oct/11**

CARRIED

THAT BRANDON TOWN COUNCIL AGREES TO APPOINT A WORKING PARTY TO INVESTIGATE FURTHER THE TOWN COUNCIL'S INVOLVEMENT IN THE FUTURE RUNNING OF BRANDON COUNTRY PARK.

20. CEMETERY MATTERS

Cllr. M Skinnner declared an interest in this agenda item and duly signed the Member's Book of Interests. He did not leave the room.

Members agreed no further action at this present time.

There being no further business to discuss the meeting closed at 9.35pm.