

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 9th January 2023 at 7pm

Present: Cllr S Skinner (Chair), Cllr S Annear, Cllr L Atkins, Cllr B Brabbs, Cllr P Etherington, Cllr J Lloyd-Blackwell, Cllr V Lukaniuk, Cllr D Moore, Cllr D Palmer, Cllr N Vant, Cllr P Wittam

Also Present: 8 members of the public.

- 1 **APOLOGIES** for absence and approval of reasons tendered.
Cllr J Hughes, Cllr P Ridgwell, Cllr C Whiteman – apologies accepted.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.
Cllr D Palmer – Pecuniary interest – Item 14. Cllr L Atkins - Non-pecuniary interest – Item 14.
- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**
Sqn Ldr Geary could not attend the meeting due to other commitments. He did however email the following report:-
In addition to the routine training sorties conducted throughout December 2022, 48th Fighter Wing deployed aircraft to Poland for deterrence operations on NATO's Eastern Flank.
48th Fighter Wing hosted a VIP visit by the Chief of Staff of the US Air Force at the end of last month. Councillors from Lakenheath and Feltwell attended the Tree Lighting ceremony and Winter Reception at RAF Lakenheath on 2nd December. During the event, the Councillors enjoyed some entertainment and refreshments and also had the opportunity to engage directly with the 48th Fighter Wing Commander, the Vice Commander, the Chief Master Sergeant, the Operations Group Commander and the RAF Commander.
The agreement for 48th Fighter Wing to use a small parcel of land outside of Gate 2 (Lords Walk) for parcel/shopping goods, deliveries and collections has been signed by the Defence Infrastructure Organisation and Elveden Estates. It is hoped that the land will be formally handed over to 48th Fighter Wing later this month.
48th Fighter Wing has been shortlisted for the Commander in Chief Installation Excellence Award for 2021/22. The Award Evaluation Team are visiting RAF Lakenheath this week to conduct their review/inspection.
Finally, please note that 48th Fighter Wing lost a lot of training sorties throughout November and December 2022 due to poor weather in the early mornings. Consequently, to try and avoid the bad weather, they are planning to start flying later in the day and continue flying later into the evening throughout January 2023.
- 4 **TO RECEIVE A REPORT FROM COMMUNITY SGT PETER MAXFIELD**
Community Sgt Maxfield did not attend the meeting.

Signed.....

5 TO RECEIVE, CONFIRM AND SIGN MINUTES

- Of the Brandon Town Council Meeting of Friday 16th December 2022.

Proposer: Cllr P Wittam

Seconder: Cllr S Annear

Resolution Record No: **BTC/157/09/Jan/23**

CARRIED: By majority vote: 5 for, 6 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF FRIDAY 16TH DECEMBER 2022 BE APPROVED.

- Of the Brandon Town Council Meeting of Tuesday 20th December 2022.

Proposer: Cllr S Annear

Seconder: Cllr N Vant

Resolution Record No: **BTC/158/09/Jan/23**

CARRIED: By majority vote: 7 for, 4 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF TUESDAY 20TH DECEMBER 2022 BE APPROVED.

6 MATTERS ARISING for information exchange only of the Full Council Meeting of 16th and 20th December 2022.

None.

7 URGENT BUSINESS any items the Chairman considers a matter of urgent business – to be submitted no less than 48hrs prior to the meeting or by discussion with the Chairman.

None.

8 TO RECEIVE WRITTEN REPORT from the Town Clerk.

Report was received.

9 PUBLIC FORUM monthly event limited to 3 minutes duration maximum per resident, this will include reports from County, District and Town Councillors also Community Group Representatives.

Proposer: Cllr S Skinner

Seconder: Cllr P Wittam

Resolution Record No: **BTC/159/09/Jan/23**

CARRIED: Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

A member of the public voiced their opinion stating that it was not a wise move to reduce the new cemetery budget by £5,000 as that would mean the Council having to borrow more money later with more cost to the town. They also suggested that because of new Councillors joining in May a meeting before the January precept meeting would be a good idea to explain the individual items.

Signed.....

Lastly, they asked in relation to grants paid out by the Council if something came to light could the Council go to the group to ask questions. The Clerk clarified that it would be followed up. A member of the Brandon Remembrance Playing Fields outlined facts for the Council to consider before making decisions on the second half of their payment and for the precept for 2023.

Cllr Lukaniuk reported about the poor phlebotomy service at the Forest Surgery in Brandon. He is in communication with the head of West Suffolk Primary who is liaising with various providers to fill the gap to enable all patients to use the service.

Cllr Palmer stated he had been working on the phlebotomy matter for the last nine months and he has a meeting on 20th January with the head of Suffolk and Essex Phlebotomy Service and West Suffolk Council to help resolve the problem.

Cllr Wittam stated that the District Councillors no longer receive data from the Traffic Enforcement Officers, so it is hard to judge the efficacy of their services. He further commented he is still battling over the streetlight's anomalies.

Cllr Annear asked Cllr Palmer who has been dealing with the street lighting issues if he had any further comments he would like to make. Cllr Palmer replied he had been working on the issue for eighteen months. Cllr Lukaniuk stated at the last meeting at West Suffolk Council they had not budgeted to deal with the imbalance. He feels the disparity will still be with us in twelve months time.

THE CHAIRMAN RECONVENED THE MEETING

10 CORRESPONDENCE – None.

11 ACCOUNTS To approve the payments for December 2022.

Proposer: Cllr S Skinner

Seconder: Cllr P Etherington

Resolution Record No: **BTC/160/09/Jan/23**

CARRIED: Unanimous

BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR DECEMBER 2022.

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
10/10/2022		1st Brandon Scout Grp	S137 Grant	£4,000.00	£0.00	£4,000.00	BACS
28/11/2022	31222	Breckland Brass Band	Entertainment Christmas Event	£100.00	£0.00	£100.00	BACS
24/11/2022	79512	Andersons Wholesale	Santa Grotto - Gift	£258.50	£51.70	£310.20	BACS
14/12/2022	79888	Andersons Wholesale	Elf Costume	£30.00	£6.00	£36.00	BACS
19/12/2022		T Kent - Liams Playgrd.	Donation re Christmas Event	£140.00	£0.00	£140.00	BACS
29/12/2022		Brandon P.C.C.	S137 Grant	£3,000.00	£0.00	£3,000.00	BACS
11/11/2022	IN404614	Aurora Ltd	Photocopier - Copies	£547.22	£109.44	£656.66	Direct Debit
21/10/2022	M059 ZU	BT	Phone OSH	£39.72	£7.94	£47.66	Direct Debit
21/11/2022	M060 4Y	BT	Phone OSH	£39.72	£7.94	£47.66	Direct Debit
22/11/2022	M036 PU	BT	Phone OSH	£32.79	£6.56	£39.35	Direct Debit
16/11/2022	INV-2523	Hugofox Ltd	Website Subscription	£29.99	£6.00	£35.99	Direct Debit
16/12/2022	INV-2554	Hugofox Ltd	Website Subscription	£29.99	£6.00	£35.99	Direct Debit
16/11/2022	1C56-0013	E.ON	Electric Christmas Tree Pillar	£17.36	£0.87	£18.23	Direct Debit
16/11/2022	3E73-0015	E.ON	Electric BRPF Yard	£121.46	£6.07	£127.53	Direct Debit
16/11/2022	5A54-0014	E.ON	Electric Pillar 9 Market Hill	£19.99	£1.00	£20.99	Direct Debit
22/11/2022	6C32-0015	E.ON	Electric OSH	£109.43	£5.47	£114.90	Direct Debit

Signed.....

07/12/2022	A292-0016	E.ON	Electric Pillar 8 Market Hill	£33.26	£1.66	£34.92	Direct Debit
07/12/2022	755A-0009	E.ON	Electric Cemetery Yard	£18.96	£0.95	£19.91	Direct Debit
07/12/2022	6C32-0016	E.ON	Electric OSH	£126.38	£6.32	£132.70	Direct Debit
07/12/2022	5A54-0015	E.ON	Electric Pillar 9 Market Hill	£20.25	£1.01	£21.26	Direct Debit
07/12/2022	3E73-0016	E.ON	Electric BRPF Yard	£127.85	£6.39	£134.24	Direct Debit
07/12/2022	1C56-0014	E.ON	Electric Christmas Tree Pillar	£16.87	£0.84	£17.71	Direct Debit
22/11/2022	958921400	British Gas	Gas OSH	£183.91	£9.19	£193.10	Direct Debit
08/12/2022	955975389	British Gas	Gas OSH	£369.82	£18.49	£388.31	Direct Debit
28/11/2022		Creative Pension Trust	Pensions - November	£1,010.22	£0.00	£1,010.22	Direct Debit
01/12/2022	10261	Cranberry Comms.	Microsoft 365	£121.90	£24.38	£146.28	Direct Debit
28/12/2022	1178310	West Suffolk Council	Trade Waste	£69.32	£0.00	£69.32	Direct Debit
30/12/2022		Unity Trust Bank	Manual Handling Charge	£0.30	£0.00	£0.30	Direct Debit
31/12/2022		Unity Trust Bank	Service Charge	£39.15	£0.00	£39.15	Direct Debit
02/12/2022	3227	Evolution Town Plan.	New Cem. Fees 27/7 to 30/11	£707.45	£141.49	£848.94	BACS
05/12/2022	876040	J & D Green	Window Cleaning OSH	£20.00	£0.00	£20.00	BACS
07/12/2022	876045	J & D Green	Cleaning Bus Shelters	£50.00	£0.00	£50.00	BACS
09/12/2022	SINV01880257	Ian Smith Group Ltd	Stationery	£76.26	£15.25	£91.51	BACS
12/12/2022	SI-20507	D M Tree Contractors	Re-pollard trees in Cemetery	£6,750.00	£1,350.00	£8,100.00	BACS
16/12/2022	R8851/LOR	Ray Tuttle Lift Sers. Ltd	6 Month LOLER - Lift Inspet.	£96.20	£19.24	£115.44	BACS
22/12/2022	2531	FX Live Ltd	Liquid Snow - Christmas Event	£204.00	£40.80	£244.80	BACS
23/12/2022	1085499873	Stannah Lift Services Ltd	Quarterly Lift Service	£116.67	£23.33	£140.00	BACS
28/12/2022	250842	Fengate Fasteners Ltd	Christmas Event	£82.98	£16.60	£99.58	BACS
31/12/2022	20220001265	Finevale Service Station	Fuel	£55.84	£11.17	£67.01	BACS
05/01/2023		HMRC	NICS	£2,407.82	£0.00	£2,407.82	BACS

12 TO RECEIVE INCOME AND EXPENDITURE STATEMENTS AGAINST BUDGET FOR NOVEMBER 2022

The Income and Expenditure Statement against Budget for November 2022 was received.

Cllr Palmer left the meeting at 7.19pm and did not return.

13 RESOLUTION from Cllr S Skinner No. 422

Brandon Town Council resolves to approve the precept for 2023/24.

Following a general discussion, a figure of £327,956 would be submitted to West Suffolk Council as the precept for Brandon Town Council for 2023/24. This amounts to an increase of £9.94 or 8.35% on a band D property. This is inclusive of a £40,000 transfer from Council reserve funds.

Proposer: Cllr S Skinner

Seconder: Cllr P Etherington

Resolution Record No: **BTC/161/09/Jan/23**

CARRIED: By majority vote: 8 for, 1 against, 1 abstention.

BRANDON TOWN COUNCIL APPROVES A PRECEPT FOR 2023/24 OF £327,956.

Signed.....

14 RESOLUTION from Cllr V Lukaniuk No. 423

Brandon Town Council resolves to approve the second half of the grant allocation for Brandon Remembrance Playing Fields.

Cllr Wittam proposed the resolution to read “**approve the second half of the grant allocation for Brandon Remembrance Playing Fields and to discuss and review all issues by May 2023.**”

Proposer: Cllr P Wittam

Seconder: Cllr N Vant

Resolution Record No: **BTC/162/09/Jan/23**

CARRIED: By majority vote: 5 for, 4 against, 1 abstention.

Resolution: Brandon Town Council resolves to approve the second half of the grant allocation for Brandon Remembrance Playing Fields and to discuss and review all issues by May 2023.

Proposer: Cllr P Wittam

Seconder: Cllr N Vant

Resolution Record No: **BTC/163/09/Jan/23**

CARRIED: By majority vote: 5 for, 4 against, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE SECOND HALF OF THE GRANT ALLOCATION FOR BRANDON REMEMBRANCE PLAYING FIELDS AND TO DISCUSS AND REVIEW ALL ISSUES BY MAY 2023.

15 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING of 5th and 22nd December 2022.

The minutes from the above Planning Committee Meetings were noted and received.

16 RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

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: CONTRACT.

Proposer: Cllr P Wittam

Seconder: Cllr S Skinner

Resolution Record No: **BTC/164/09/Jan/23**

CARRIED: Unanimous

Signed.....

BRANDON TOWN COUNCIL

Confidential Minutes
of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 9th January 2023 at 7pm

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

17 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Tuesday 20th December 2022.

Proposer: Cllr P Wittam

Seconder: Cllr P Etherington

Resolution Record No: **BTC/165/09/Jan/23**

CARRIED: By majority vote: 6 for, 4 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF TUESDAY 20TH DECEMBER 2022 BE APPROVED.

18 MATTERS ARISING – None.

19 QUOTES

19.1 To consider quotation for work on the clock and upgrades.

The Clerk explained that he had contacted another company to give a quote on the work on the clock. The matter was deferred to a later meeting.

Proposer: Cllr S Skinner

Seconder: Cllr P Wittam

Resolution Record No: **BTC/166/09/Jan/23**

CARRIED: Unanimous

The meeting closed at 8.05pm

Signed.....