

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 2nd October 2006
At the (New) Forest School, Bury Road, Brandon.

Present: Cllr. Mrs S Jureko (in the Chair), Cllr. P Ridgwell, Cllr. N Vant, Cllr. G Hughes, Cllr. Mrs M Young, Cllr. D Bimson, Cllr. P MacLoughlin, Cllr. Mrs C Arnold (8.00 pm)

Also present: Mrs C Mason (Town Clerk) and later in the meeting Sgt. Jo Garrard and 1 member of the press.

The meeting commenced at 7.05pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
Cllr. E Ashley, Cllr. Mrs C Silvester, Cllr. R Silvester, Cllr. S Edwards, Cllr. A Simmons, Squadron Leader Paul Harrison.

2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS (per Parish Councils code of conduct 2001/Local Government Act 2000).

None.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 4th September 2006 (Public Items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/61/02/Oct/06**

Proposed by Cllr. Mrs C Arnold and seconded by Cllr. N Vant.

CARRIED: 5 for 2 abstentions.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 4TH SEPTEMBER BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 4th September 2006 (Public Items) [LGA 1972 Sch.12].

None arising.

5. PUBLIC FORUM – monthly event limited to 3 minutes duration maximum per resident relating to public agenda items.

Resolution Record No. **BTC/62/02/Oct/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Arnold.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS.

No members of the public were present.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

No report available.

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

None.

The Chairman reconvened the meeting.

8. URGENT BUSINESS – any items the Chairman considers a matter of urgent business (pursuant to Section 100B (4) (16) LGA 1972).

A thank you card was received from Charlie Wharf whom after thirty years has officially retired as the Town's Clock winder. Cllr.P MacLoughlin offered to take on the responsibility of insuring the accuracy of the Town Clock.

9. ACCOUNTS

To receive and approve payments.

9.1 Approval of payments : Public Items – September 2006. As notified.

Resolution Record No. **BTC/63/02/Oct/06**

Proposed by Cllr. N Vant and seconded by Cllr. G Hughes.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR SEPTEMBER 2006 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Net Total	VAT
Sep-06	96.05	Finevale Service Station		14.30
Sep-06	53.45	LexisNexis (Arnold Baker 7th Edition)	81.75	
Sep-06	41.11	Neat Ideas (Stationery)	53.45	6.12
Sep-06	63.38	Neat Ideas (Stationery)	34.99	9.44
Sep-06	55.51	Viking (Ink Stamps)	53.94	8.27
Sep-06	4.32	J. Powell & Son	47.24	0.64
Sep-06	6.00	J & D Green (Window Cleaner)	3.68	
Sep-06	37.00	Brandon Test Centre (MOT)	6.00	
Sep-06	298.13	Brandon Test Centre (Truck Repairs)	37.00	Part exempt 41.13
Sep-06	26.94	Vodaphone (mobile phone)	257.00	2.97
			23.97	
Totals	681.89		599.02	41.74

9.2 Approval of Confidential Items – September 2006. (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/64/02/Oct/06**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs M Young.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR SEPTEMBER 2006(CONFIDENTIAL ITEMS – STAFF SALARIES/LOCAL GOV. PENSIONS) AS CIRCULATED TO COUNCILLORS IS APPROVED.

10. THE ORCHARD, COULSON LANE

In response to a letter received from a member of the public, Cllr. N Vant said the objective of the project was never to restore the area as an orchard but to create a tidy and pleasant quiet place for the enjoyment of residents. A reply to this effect will be sent to the resident. A member of the East of England Apples & Orchards Project is due to visit the site on Wednesday 4th October 2006. He will be identifying the various species of plum trees presently growing within the Orchard. On receipt of his report the working party will be in a position to plan the next stage of the project.

11. APPOINTMENT OF COUNCILLOR TO COMMUNITY GROUP

To elect a new representative for the Citizens Advice Bureau.

Deferred until the next meeting.

12. TO RECEIVE, DISCUSS AND ADOPT THE INTERNAL AUDITORS REPORT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2006

A question was raised in respect of the insurance value of assets. The internal auditors to be consulted.

Resolution Record No. **BTC/65/02/Oct/06**

Proposed by Cllr. N Vant and seconded by Cllr. D Bimson.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ACCEPT THE INTERNAL AUDITORS REPORT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2006.

13. BRANDON TOWN COUNCIL CHRISTMAS LIGHTS ARRANGEMENTS AND SWITCHING ON CEREMONY

13.1 St Nicholas Hospice 'Light up a Life' request.

Approval was given for St Nicholas Hospice to attend the Christmas Lights switching on ceremony.

13.2 Date and time for the Christmas Lights switching on ceremony.

Date agreed as the 8th December 2006 at 4.00 pm.

14. COUNCILLORS PHOTOGRAPH

To arrange a date for the Full Brandon Town Council photograph.

Date agreed as the 6th November 2006. Time: 6.30 pm (prior to the Full Council meeting at 7.00 pm). Venue: The Forest School, Bury Road, Brandon.

15. HONOURS BOARD

To approve the first proof of the proposed layout of the Honours Board.

It was agreed each Chairman, albeit more than one in each year, should have their term of office against their name. Cllr. G Hughes voiced his displeasure at the lack of gender on the Honours Board.

16. STREET LIGHTING

A member of the public had expressed concern that the footpath between Queens Road and London Road, Brandon was poorly lit. Further discussion was deferred until ownership of the footpath has been ascertained.

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

The Town Clerk had circulated a report on the previous months' main activities.

A further update was given on the following matters:

- a) Former bus shelter at London Road: This is now in situ at the Thetford Road play area.
- b) The former police station, Rattlers Road, Brandon: Despite two letters and numerous telephone calls to the Estates & Assets office, Tesco have not yet responded.

For information only: Additional issues need to be addressed before the lease for the Multi Use Games Area (MUGA) is signed.

18. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/66/02/Oct/06**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs M Young.

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

NB. The public and Press are entitled to return to be told of any Resolutions.

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

19. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 4th September 2006.

Resolution Record No. **BTC/67/02/Oct/06**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 4TH SEPTEMBER 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

20. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 4th September 2006.

None.

21. TO RECEIVE, DISCUSS AND ADOPT THE UPDATED GENERAL REGULATIONS FOR BRANDON CEMETERY

22. CHRISTMAS LIGHTS 2006

22.1 To receive a quotation from Ray Lake Electrical for the installation and removal of the Christmas Lights 2006.

Resolution Record No. **BTC/68/02/Oct/06**

CARRIED:

THAT THE QUOTATION SUBMITTED BY RAY LAKE ELECTRICAL FOR THE INSTALLATION AND REMOVAL OF THE CHRISTMAS LIGHTS 2006 FOR THE SUM OF XXXXXXXXX BE ACCEPTED.

23. ENCROACHED LAND

* CONFIDENTIAL *

24. ANY OTHER BUSINESS

CONFIDENTIAL