

**BRANDON TOWN COUNCIL**  
Minutes of the Meeting of the Full Brandon Town Council  
Held at 7.00pm on Monday 3 November 2008  
At the Council Chambers, Old School House, Market Hill, Brandon.

**Present:** Cllr. R Silvester, Cllr. K Butcher, Cllr. L Jacobs, Cllr. G Hughes, Cllr. P Ridgwell, Cllr. A Simmons, Cllr. N Vant, Cllr. S Edwards, Cllr. S Le Grys, Cllr. P McLoughlin, Cllr. D Bimson.

**Also present:** Mrs C Mason (Town Clerk), Cllr. B Bishop, 1 member of the press.

The meeting commenced at 7.00 pm.

**1. APOLOGIES FOR ABSENCE**

Cllr. E Ashley, Cllr. Mrs S Jureko, PC Chanelle Halford.

**2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS**

None.

**3. TO RECEIVE, CONFIRM AND SIGN MINUTES**

Of the Full Brandon Town Council Meeting of Monday 6 October 2008 (Public items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/61/03/Nov/08**

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

**CARRIED:** 9 for 1 abstention (due to absence).

**THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6 OCTOBER 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.**

**4. MATTERS ARISING** for information exchange only

Of the Full Brandon Town Council Meeting of Monday 6 October 2008 (Public items) [LGA 1972 Sch.12].

None.

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

Resolution Record No. **BTC/62/03/Nov/08**

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

**CARRIED:** Unanimous.

**THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.**

Cllr. B Bishop said the brickwork and timber of the town sign requires some remedial work. Comments noted.

**6. TO RECEIVE A REPORT FROM THE POLICE**

No report available.

**7. TO RECEIVE A REPORT FROM RAF LAKENHEATH**

To be given later in the meeting.

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

Points raised in Cllr. B Bishop's report: Two thousand names have been added to the 'Save Breckland School' petition. A website and e-petition has also been initiated; the possibility of a pedestrian crossing on Rattlers Road; the installation of a lit halo around the Belisha beacons at the Thetford Road crossing.

The meeting was reconvened.

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

Resolution Record No. **BTC/63/03/Nov/08**

Proposed by Cllr. G Hughes and seconded by Cllr. S Edwards.

**CARRIED:** Unanimous.

THAT THIS COUNCIL APPROVES THE SIGNING OF THE DEED OF SURRENDER RELATING TO THE GROUND FLOOR OFFICES AT THE OLD SCHOOL HOUSE, MARKET HILL, BRANDON BETWEEN BRANDON TOWN COUNCIL AND MESSRS ROLPH, GOLDSMITH AND TAYLOR TRADING AS TWR ACCOUNTANTS.

## 10. ACCOUNTS

10.1 Approval of payments: Public Items – November 2008. Discussion permitted upon.

10.2 Confidential Items – November 2008 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/64/03/Nov/08**

Proposed by Cllr. K Butcher and seconded by Cllr. S Edwards.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS TEN ONE AND TEN TWO EN-BLOC.

Date	Amount	Supplier	Net Total	VAT
Oct-08	152.55	Pearsons (Thetford) Ltd - Skip	129.83	22.72
Oct-08	14.00	J & D Green - Window Cleaner	14.00	
Oct-08	14.10	SALC - AGM	12.00	2.10
Oct-08	61.20	SLCC (x2 Invoices)	61.20	
Oct-08	62.65	FHDC - Rates	62.65	
Oct-08	1,559.44	Glasdon - Benches & Picnic Table	1,327.19	232.25
Oct-08	78.11	Lyreco - Stationery	66.48	11.63
Oct-08	215.21	Finevale Service Station	183.14	32.07
Oct-08	34.96	Travis Perkins	29.75	5.21
Oct-08	135.01	L & M Signs - OSH Signage	114.90	20.11
Oct-08	816.00	P. M. Robson Funeral Supply - Gravedigging	816.00	
Oct-08	249.92	Glasdon - Bin for Victoria Avenue	212.70	37.22
Oct-08	154.04	Canon - Photocopier	131.10	22.94
Oct-08	95.75	Neopost Ltd - Ink Cartridge	81.49	14.26
Oct-08	195.08	Neat Ideas - Stationery	166.03	29.05
Oct-08	3,433.35	Calibre - Boardroom Table	2,922.00	511.35
Oct-08	293.22	Thetford Garden Centre	249.56	43.66
Oct-08	42.41	C Mason - Travel for Salc AGM		
<b>TOTAL:</b>	<b>7,607.00</b>		<b>6,580.02</b>	<b>984.57</b>

## 11. MARKET HILL PLANTERS

It was agreed Cllr. Simmons contact Colin Bird (FHDC) for advice in relation to the repositioning of the Market Hill planters. To be further discussed.

Resolution Record No. **BTC/65/03/Nov/08**

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

**CARRIED:** Unanimous.

THAT STANDING ORDERS BE SUSPENDED TO RECEIVE A REPORT FROM RAF LAKENHEATH.

#### **7. TO RECEIVE A REPORT FROM RAF LAKENHEATH**

With no specific items to report, questions were invited. Issues raised included the 60th anniversary celebrations between USAF and Lakenheath and the Wangford Road closure.

Standing Orders were reinstated.

#### **12. THETFORD ROAD PLAY AREA INSPECTION REPORT**

Resolution Record No. **BTC/66/03/Nov/08**

Proposed by Cllr. N Vant and seconded by Cllr. A Simmons.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO PROCURE TWO FURTHER QUOTATIONS TO REPLACE THE CHAIN LINK FENCING AT THE THETFORD ROAD PLAY AREA.

#### **13. WARNING SIGN AT DODDALIES POND**

Resolution Record No. **BTC/67/03/Nov/08**

Proposed by Cllr. A Simmons and seconded by Cllr. S Edwards.

**CARRIED:** 9 for 1 abstention.

THAT THIS COUNCIL APPROVES THE PURCHASE OF TWO 'DUCK WARNING' SIGNS AT MANOR ROAD, BRANDON AT A COST OF SIXTY EIGHT POUNDS PLUS VAT.

#### **14. THE BRITISH ROYAL LEGION REMEMBRANCE SERVICE**

Remembrance Parade Service on Sunday 9 November at 2.15pm. A two minute silence will be held on the Market Hill on Tuesday 11 November at 11.00am. All welcome to attend.

#### **15. THE ORCHARD**

15.1 To discuss the maintenance of the hedgerow alongside the footpath.

Resolution Record No. **BTC/68/03/Nov/08**

Proposed by Cllr. G Hughes and seconded by Cllr. A Simmons.

**CARRIED:** 9 for 1 against.

THAT BRANDON TOWN COUNCIL AGREES THAT FOR SAFETY REASONS, THE HEIGHT OF THE HEDGEROW BORDERING THE PUBLIC FOOTPATH AT THE ORCHARD SITE BE REDUCED TO CHEST HEIGHT.

15.2 To approve the purchase or possible donation of additional fruit trees.

Resolution Record No. **BTC/69/03/Nov/08**

Proposed by Cllr. A Simmons and seconded by Cllr. N Vant.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL SEEKS ADVICE FROM THE EAST OF ENGLAND APPLES AND ORCHARDS PROJECT IN RELATION TO THE NUMBER OF NEW FRUIT TREES THAT COULD FEASIBLY BE PLANTED WITHIN AN IDENTIFIED SECTION OF THE ORCHARD. FURTHERMORE, THIS COUNCIL AGREES TO PURCHASE HALF THE RECOMMENDED QUANTITY AND TO SEEK POSSIBLE DONATIONS FOR THE REMAINDER.

#### **16. PRECEPT FOR BRANDON 2009/2010**

Date arranged for Monday 24 November 2008 at 7.00pm.

## **17. ALLOTMENTS**

Resolution Record No. **BTC/70/03/Nov/08**

Proposed by Cllr. A Simmons and seconded by Cllr. P McLoughlin.

**CARRIED:** Unanimous.

THAT THIS COUNCIL AGREES THAT TWO COUNCILLORS MEET WITH THE TOWN KEEPERS TO DEVISE A WAY TO MOVE TWO FENCES AT LITTLE OR NO COST TO THE TOWN COUNCIL, THUS ENABLING THE AVAILABILITY OF ADDITIONAL PLOTS AT THE ALLOTMENT SITE.

## **18. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN**

Contents noted.

## **19. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:**

Resolution Record No. **BTC/71/03/Nov/08**

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

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

## **20. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Meeting of Monday 6 October 2008.

Resolution Record No. **BTC/72/03/Nov/08**

**CARRIED:**

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6 OCTOBER 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

## **21. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Meeting of Monday 6 October 2008.

None.

## **22. SIGNAGE**

Resolution Record No. **BTC/73/03/Nov/08**

**CARRIED:**

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION RECEIVED FROM FOREST HEATH DISTRICT COUNCIL FOR PROPOSED NEW SIGNAGE IN BRANDON.

**23. OFFICES AT THE OLD SCHOOL HOUSE**

CONFIDENTIAL

23.2 Resolution Record No. **BTC/74/03/Nov/08**

**CARRIED:**

THAT BRANDON TOWN COUNCIL AGREES THAT THE TWO EMPTY OFFICES AT THE OLD SCHOOL HOUSE, MARKET HILL, BRANDON ARE MADE AVAILABLE FOR RENTING.

**24. THE LODGE**

Resolution Record No. **BTC/75/03/Nov/08**

**CARRIED:**

THAT FOR SAFETY REASONS, BRANDON TOWN COUNCIL APPROVES THE QUOTATION SUBMITTED BY CHASE TIMBER SUPPLIES LIMITED TO ERECT A FURTHER TWO BOARDS TO THE RIVERBANK AT THE LODGE.

The meeting ended at 8.45pm.