

## BRANDON TOWN COUNCIL

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

**Present:** Cllr P Wittam (Chair), Cllr B Brabbs, Cllr G Brocklehurst, Cllr P Etherington, Cllr P Gorringe, Cllr J Hughes, Cllr H Kostecki, Cllr V Lukaniuk, Cllr T Nolan, Cllr D Palmer, Cllr P Ridgwell, Cllr N Siebert, Cllr C Watts

**Also Present:** 20+ members of the public.

Cllr Wittam opened the meeting and advised everyone that the meeting was being live streamed. Cllr Wittam made reference to the terrible events happening in Israel and wondered if we should support the Israeli people and the Jewish community in Brandon and West Suffolk by flying the Israeli flag alongside the Flag of Peace from Old School House as a sign of solidarity. Cllr Wittam asked for a show of hands, two Councillors objected to the flying of the flags. Some confusion followed as he had intended for the public to have an opinion but that had not been made clear. Cllr Wittam offered congratulations and thanks to Brandon in Bloom for their recent success.

- 1 **APOLOGIES** for absence and approval of reasons tendered.  
Cllr J Savage – apologies accepted.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.  
Cllr G Brocklehurst – Non-pecuniary interest - item 12.
- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**

Sqn Ldr Geary could not attend the meeting due to illness but he sent the following report, that Mrs Prior read out:-

As I was away on a training course at the start of the month and then away on annual leave at the end of September, this is a relatively short report; however, in addition to conducting competency and currency training sorties from RAF Lakenheath, which included two weeks of night flying at the start of the month, the 48th Fighter Wing hosted some Norwegian F35 aircraft for 2 weeks whilst they participated in Exercise COBRA WARRIOR. On 11<sup>th</sup> September 2023, 48th Fighter Wing conducted a 9/11 remembrance ceremony. In addition, members of the Wing attended a plethora of Battle of Britain events around Suffolk and Norfolk this month. Mrs Vikki Quamina has joined the 48th Fighter Wing as the new Community Relations Advisor – I hope to introduce her in person at the next Council meeting. Looking forward, planning continues for an Aircraft Crash Exercise that will be conducted at RAF Honington on 18th October 2023. Additionally, we are currently finalising the plans for 48th Fighter Wing representation at Remembrance events in November.

The Chairman introduced Cllr Roger Dicker Chair of West Suffolk Council. Cllr Dicker gave an overview of his role and responsibilities and stated he was open to taking questions. Several members in the gallery duly compiled.

One member of the public stated that they did not think Brandon was given the same consideration when it came to funding. They also asked why we should be paying the same council tax as Bury St Edmunds when we do not have the same facilities.

Signed.....

They also commented on our road infrastructure and stated that we seem to be the forgotten relation. Cllr Dicker stated that he understood how they felt and commented that 'your Councillors work very hard for Brandon'.

Another resident asked what would happen to the money that was going to be spent on the new Leisure Centre, now it has been decided to refurbish the current one and would Brandon get a share of the money. Cllr Dicker responded that the money would have come from a loan so there will be no money but the Council will not be in debt.

A member of the public asked if Cllr Dicker was a member of the West Suffolk Independents and he stated that he was.

A resident enquired about what percentage of the new build cost was being spent on the refurbishment. Cllr Dicker commented Brandon Councillors could find out this information but the figures are not complete yet as the work is still out to tender but when they have meaningful figures they will be reported back but it probably won't be before Christmas/New Year.

Cllr Ridgwell commented that as the government have stopped HS2 and seemingly have thirty-two billion pounds to play with, he wonders if there is any chance of Brandon getting a by-pass. Cllr Dicker responded that it would be a discussion made at government level. Cllr Wittam stated that he is the Suffolk representative on Transport East and will be asking those questions.

Cllr Brocklehurst picked up on the member of public's point on the council tax paid in Brandon and stated that Brandon pays more per band than Bury St Edmunds and asked if Cllr Dicker could get help with the growth of Brandon. Cllr Dicker stated he had no influence over any of this.

#### 4 TO RECEIVE, CONFIRM AND SIGN MINUTES

- Of the Brandon Town Council Meeting of Monday 11th September 2023.

Cllr Etherington raised that Cllr Gorrige had seconded the minutes of the meeting held on 10<sup>th</sup> July 2023 and he wasn't even a Councillor when the meeting had been held. She queried the legitimacy of this. Cllr Wittam responded stating that proposers, seconders and voters do not have to have been at the meeting that the minutes refer to as they are just stating that the process had been followed correctly. Cllr Wittam stated he could show paperwork to back this up. Mrs Prior said she would look into this.

**Proposer:** Cllr V Lukaniuk

**Secunder:** Cllr P Gorrige

Resolution Record No: **BTC/81/09/Oct/23**

**CARRIED:** By majority vote: 11 for, 2 abstentions.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 11TH SEPTEMBER 2023 BE APPROVED.

- Of the Brandon Town Council Extraordinary General Meeting of Wednesday 27th September 2023.

**Proposer:** Cllr P Gorrige

**Secunder:** Cllr N Siebert

Resolution Record No: **BTC/82/09/Oct/23**

**CARRIED:** By majority vote: 10 for, 3 abstentions.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF EXTRAORDINARY GENERAL MEETING OF WEDNESDAY 27TH SEPTEMBER 2023 BE APPROVED.

Signed.....

**5 MATTERS ARISING** for information exchange only of the Full Council Meeting of 10<sup>th</sup> July 2023 and 14<sup>th</sup> August 2023.

Cllr Wittam responded to a member of the public enquiry from the previous meeting regarding the removal of Fengate Fasteners sponsorship signs and read out the following explanation:-

Once the Fengate Fastener signs went up measuring 37" x 21" we received multiple complaints including from shop keepers, who commented that, it looks like Fengate Fasteners are running a shop from here." They were advertising hoardings, not sponsorship signs.

Cllr Lukaniuk informed the Clerk of the complaints and asked why there was no consultation or resolution to place them on Suffolk County Council planters, without permission, covering fine flint work and drilling into the blue blocks and causing damage. Will Brandon Town Council compensate Suffolk County Council for the damage? The Clerk informed Cllr Lukaniuk that the signs would be replaced within a month with smaller ones. After a month nothing was done, Cllr Lukaniuk informed the Clerk that he will be having a word with Fengate Fasteners regarding the complaints. They were aware of the issue and agreed that the signs would come down and be replaced with smaller ones. Cllr Wittam was fully aware of the situation and informed the Clerk that the signs must be removed and replaced with smaller ones, placed in the planter. The Clerk agreed. The Clerk, Fengate Fasteners, Chair and Vice Chair were all aware and agreed that the signs were put in place without consultation or a resolution and need to be removed. To date Fengate Fasteners have not supplied smaller signs, they were given a standard measurement of 22" x 13."

Cllr Kostecki asked for an update on the Cranswick Development and said that we should show our support for the groups that are against the development. Cllr Wittam said that he had spoken about this today at West Suffolk Council and directed people about how to lodge a complaint about this on the planning portal.

Cllr Lukaniuk said that he had been in touch with a Norfolk District Councillor about the Cranswick Development. Cllr Palmer stated that he was already working on Brandon's HGV problem and is speaking to government about funding for a by-pass for Brandon. Cllr Palmer also stated that he is working at government level regarding NHS dentistry as this is a national problem. He stated that he is making progress and hopes to have a resolution for Brandon within twelve months. Cllr Wittam thanked Cllr Palmer for this.

Cllr Ridgwell requested an update on the retrospective planning application for the new fish restaurant in the High Street. Cllr Wittam said he would look into this and get back to Cllr Ridgwell. Cllr Gorringe commented that because of an obstructed view, it is often difficult to turn right out of George Street and wondered if it might be possible to install a mirror to allow extra visibility.

Cllr Lukaniuk commented he would look into the matter.

Cllr Lukaniuk stated that Brandon Town Council have objected to the planning application and that it is now with West Suffolk Council and is out of our hands.

Cllr Brocklehurst commented that Brandon in Bloom will be in London in two weeks for the national awards. He reminded everyone that the library will be changing their opening times in November. He then thanked Brandon Town Council on behalf of the Heritage Centre for the grant which had been used for fire doors and windows.

**6 URGENT BUSINESS** any items the Chairman considers a matter of urgent business.

None.

**7 TO RECEIVE WRITTEN REPORT** from the Town Clerk.

Report was received. Cllr Ridgwell asked after the Town Clerk. Cllr Hughes commented she has kept in touch with the Town Clerk but had not had an answer when phoning this week.

Signed.....

**8 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.

Cllr Lukaniuk reported that highways have accelerated some repairs of covers that the broadband installers had disrupted. He also reported that the maintenance of the overhanging bushes in Green Road will be put on the maintenance schedule of West Suffolk Council.

Cllr Wittam stated he had nothing to report from district as it had already been covered when Cllr Dicker spoke earlier in the meeting.

Cllr Ridgwell stated that West Stow County Park were displaying items that had been found at Brandon Stauch, until 17<sup>th</sup> December if anyone was interested in viewing these. He wondered if we were able to borrow these items to display in our Heritage Museum. Cllr Brocklehurst said he would try but as the Heritage Centre isn't accredited, we would probably be unable to.

Cllr Kostecki commented on the lack of speed control for a town this size and wondered if we needed a traffic consultation. He stated that other towns had flashing signs and wondered why we didn't have any. Cllr Lukaniuk stated that we do have one on Thetford Road.

A member of the public reminded Cllr Lukaniuk that a few years ago he had reported that Suffolk County Council had stated that once the flashing speed signs stopped working, they would not be replaced or serviced.

Another member of the public thanked Ali and her team for the incredible work they had completed at Manor House Close. They also asked Cllr Lukaniuk based on comments he had made previously about the broken housing delivery system, how many Stone Curlews we have in the West of Brandon the area where we have room for housing? What does he mean by broken housing and building housing as we do not have the infrastructure to support. Cllr Lukaniuk stated that what he means by broken housing delivery system is the new local plan is in effect until 2040 and that Brandon has zero housing planned for the next twenty years. West Suffolk housing have 2200 people on their housing list, 420 of those are from Brandon. Brandon has no housing until 2040. The member of the public stated that in their opinion we have a lack of housing because housing associations are selling off their housing. Cllr Palmer agreed that Brandon needs more social housing.

Another resident addressed Cllr Wittam stating the answer he had given during item five to his previous question seemed to contradict a lot of things and asked if they could please have a written response. Cllr Wittam said that he would do his best to respond before the next full Council meeting. They further queried the payment that some Council positions attract stating they were concerned about the length of time the Councillor had taken to update the meeting about the months business and went on to list the sums of money that he believed the various Council positions attracted. They further questioned if a diary was kept to record the work/hours that Councillors do for each individual role. Cllr Wittam contested the figures the member of the public used and stated they had not gone up in four years. Cllr Wittam confirmed that the only diary he keeps is for appointments.

A member of the public raised concerns over the fact that further to being subject to an enforcement notice for the destruction of the riverbank and a tree, the Bridge Hotel have now put in a planning application to remove a further tree. Cllr Wittam directed him to the Tree Officer and said that he will get Cllr Savage to contact him. There was a discussion as to whether the tree would be subject to a Tree Preservation Order as the Bridge Hotel is in a conservation area, it appears that it could be.

Another resident asked who was responsible for the common land between buildings as it is all overgrown. Cllr Wittam said that some would be Highways, some Brandon Town Council, some West Suffolk Council and that it was currently under review. Cllr Etherington thought that some land still belonged to housing developers. The resident wondered if they would be contravening any rules if they wanted to clear it. Cllr Brocklehurst advised that they contact West Suffolk Council for a 'In your Neighbour Licence.'

Signed.....

A member of the public asked what was happening about Brandon’s Remembrance Day Parade. Mrs Prior explained that to the best of her knowledge, Brandon Town Council had complied with what she believed were their responsibilities. Cllr Brocklehurst further explained that he was the nominated point of contact between the Brandon Branch of the Royal British Legion and Brandon Town Council and that the Brandon Branch are organising the parade on behalf of Brandon Town Council. Cllr Brocklehurst confirmed that all matters concerning Remembrance Day are in hand. Cllr Ridgwell raised concerns about the wooden railings on the bridge needing repair before someone fell through them. Cllr Wittam noted his comments.

Cllr KostECKI raised concerns about scaffolding on the High Street. Cllr Wittam said he should contact Suffolk Highways.

A member of the public addressed their concerns that there had been a request from the Brandon Day Care Charity Shop to read an email of theirs on 11<sup>th</sup> September and questioned why it had not been read at that meeting. Cllr Wittam stated that it was not appropriate at that meeting or now. He further stated that not all requests are granted and he stands by his decision not to have read it. Another resident asked if the Council have any funds for the youth of Brandon. They raised concerns that a lot of the equipment that can be used by the youth of Brandon is broken and/or unusable at the Brandon Remembrance Playing Fields. After Cllr Ridgwell queried who the Brandon Town Council representative on the Brandon Remembrance Playing Fields Committee was, Cllr Lukaniuk offered to meet with the member of the public to look at their highlighted issues.

**9 CORRESPONDENCE**

- No Cold Calling Zone Signs – Permission needed.

Mrs Prior gave an overview of the No Cold Calling Zones and the streets that the application needed permission for. Cllr Lukaniuk stated he had no objections and Cllr Wittam agreed. Cllr Ridgwell questioned who was going to enforce this. Cllr Wittam suggested we get the signs erected first and worry about this after. A vote then ensued.

**Proposer:** Cllr J Hughes

**Seconder:** Cllr P Ridgwell

Resolution Record No: **BTC/83/09/Oct/23**

**CARRIED:** By majority vote: 11 for, 2 abstentions.

**10 ACCOUNTS** To approve the payments for September 2023.

**Proposer:** Cllr P Etherington

**Seconder:** Cllr B Brabbs

Resolution Record No: **BTC/84/09/Oct/23**

**CARRIED:** Unanimous.

**BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR SEPTEMBER 2023.**

| Invoice Date | Invoice No | Supplier             | Expense Type                   | Nett    | VAT    | Gross   | Payment      |
|--------------|------------|----------------------|--------------------------------|---------|--------|---------|--------------|
| 12/09/2023   | INV71269   | Racking 365 (UK) Ltd | Shelving - Christmas Lights    | £440.00 | £88.00 | £528.00 | BACS         |
| 11/08/2023   | IN536243   | Aurora Ltd           | Photocopier - Copies           | £370.05 | £74.01 | £444.06 | Direct Debit |
| 25/08/2023   | IN537191   | Aurora Ltd           | Yellow Toner - Delivery Charge | £9.99   | £2.00  | £11.99  | Direct Debit |
| 16/07/2023   | INV-2752   | Hugofox Limited      | Website Subscription           | £29.99  | £6.00  | £35.99  | Direct Debit |
| 18/08/2023   | 721129691  | British Gas          | Gas OSH                        | £19.78  | £0.98  | £20.76  | Direct Debit |
| 18/08/2023   | M004 4J    | BT                   | Phone OSH                      | £94.08  | £18.82 | £112.90 | Direct Debit |
| 21/08/2023   | M069 3Z    | BT                   | Phone OSH                      | £73.10  | £14.62 | £87.72  | Direct Debit |
| 22/08/2023   | M045 QH    | BT                   | Phone OSH                      | £37.86  | £7.57  | £45.43  | Direct Debit |

Signed.....

|            |             |                           |                               |           |         |           |              |
|------------|-------------|---------------------------|-------------------------------|-----------|---------|-----------|--------------|
| 29/08/2023 |             | Creative Pension Trust    | Pensions - August             | £723.76   | £0.00   | £723.76   | Direct Debit |
| 01/09/2023 | 10744       | Cranberry Comms.          | Microsoft 365                 | £119.95   | £23.99  | £143.94   | Direct Debit |
| 14/09/2023 |             | Public Works Loan         | OSH Loan                      | 6779.46   | 0.00    | 6779.46   | Direct Debit |
| 18/09/2023 | 2535895     | Everflow Water            | Water OSH                     | £25.71    | £0.00   | £25.71    | Direct Debit |
| 28/09/2023 | 1215028     | West Suffolk Council      | Trade Waste                   | £75.76    | £0.00   | £75.76    | Direct Debit |
| 29/09/2023 |             | Unity Trust Bank          | Bank Charges                  | £0.30     | £0.00   | £0.30     | Direct Debit |
| 30/09/2023 |             | Unity Trust Bank          | Service Charge                | £41.40    | £0.00   | £41.40    | Direct Debit |
| 31/08/2023 | 6640032226  | Lyreco UK Ltd             | Wood Polish                   | £9.25     | £1.85   | £11.10    | BACS         |
| 02/09/2023 | 1245225     | West Suffolk Council      | Premises Licence 2023/24      | £180.00   | £0.00   | £180.00   | BACS         |
| 05/09/2023 | 9535103     | Suffolk County Council    | New Cem. Highway Boundary     | £85.00    | £17.00  | £102.00   | BACS         |
| 07/09/2023 | 3608        | Evolution Town Plan.      | New Cem. Fees 1/8 to 6/9      | £274.65   | £54.93  | £329.58   | BACS         |
| 07/09/2023 | K71142      | Ernest Doe & Sons Ltd     | Mower Repair                  | £633.29   | £126.66 | £759.95   | BACS         |
| 07/09/2023 | K71152      | Ernest Doe & Sons Ltd     | Tensioner/Collar - Mower      | £68.11    | £13.62  | £81.73    | BACS         |
| 13/09/2023 | K71472      | Ernest Doe & Sons Ltd     | Servicing for 3 x Mowers      | £293.16   | £58.63  | £351.79   | BACS         |
| 19/09/2023 | K71857      | Ernest Doe & Sons Ltd     | Strimmer Line & Head          | £53.26    | £10.66  | £63.92    | BACS         |
| 27/09/2023 | K72330      | Ernest Doe & Sons Ltd     | Credit for Returned Items     | -£41.32   | -£8.26  | -£49.58   | BACS         |
| 27/09/2023 | K72331      | Ernest Doe & Sons Ltd     | Credit for Returned Items     | -£75.99   | -£15.19 | -£91.18   | BACS         |
| 27/09/2023 | K72332      | Ernest Doe & Sons Ltd     | Servicing Items for Mowers    | £43.25    | £8.65   | £51.90    | BACS         |
| 08/09/2023 | 0785335026  | EU Ltd                    | Brake Cleaner - Mowers        | £3.39     | £0.68   | £4.07     | BACS         |
| 14/09/2023 | 3754 AIY696 | Travis Perkins Ltd        | 4 x Bulk Bags                 | £29.00    | £5.80   | £34.80    | BACS         |
| 15/09/2023 | 1945        | Amazon                    | 2 x Watering Cans - Cemetery  | £21.64    | £4.34   | £25.98    | BACS         |
| 18/09/2023 | 1085588083  | Stannah Lift Services Ltd | Quarterly Lift Service        | £116.67   | £23.33  | £140.00   | BACS         |
| 19/09/2023 |             | Mrs A Barnes              | Reim. Mileage - Shelving      | £26.10    | £0.00   | £26.10    | BACS         |
| 28/09/2023 | BC 230956   | Link Global Services Ltd  | 55 x Christmas Trees & Lights | £2,589.75 | £517.95 | £3,107.70 | BACS         |
| 29/09/2023 | 266436      | Fengate Fasteners Ltd     | PPE, Spray Grease, Screws     | £53.27    | £10.65  | £63.92    | BACS         |
| 29/09/2023 | 266437      | Fengate Fasteners Ltd     | Cable Ties, Hose Clips        | £8.56     | £1.71   | £10.27    | BACS         |
| 30/09/2023 | 27720       | S.A.L.C.                  | Payroll Service - 6 Months    | £246.00   | £49.20  | £295.20   | BACS         |
| 05/10/2023 |             | HMRC                      | NICS                          | £2,816.18 | £0.00   | £2,816.18 | BACS         |

## 11 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR AUGUST 2023

The Income and Expenditure Statements against Budget for August 2023 was received.

## 12 GRANT APPLICATION discussion to consider S137 grants from Forest Academy and Royal British Legion Brandon Branch.

A representative from Forest Academy explained their reasons for the application. She explained that SEND families are reliant on charity which are mostly based in Ipswich. The grant will allow the setting up of parent forums for SEND families, which will benefit all the Brandon schools. Cllr Lukaniuk asked how much was available in the grant budget. It was confirmed that we had £8000 available in the S137 budget. Cllr Lukaniuk suggested that as we are in a position to give the full amount, we should pay the £2500. Cllr Wittam stated he would support the application. A vote ensued.

**Proposer:** Cllr J Hughes

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/85/09/Oct/23**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE GRANT FROM FOREST ACADEMY FOR £2500.00.

Signed.....

Regarding the grant from the Royal British Legion, Cllr Siebert explained that the Royal British Legion would cover half of the costs. Cllr Lukaniuk proposed that we give £450 the total cost, not the £250 applied for. A vote took place.

**Proposer:** Cllr C Watts

**Seconder:** Cllr P Gorringe

Resolution Record No: **BTC/86/09/Oct/23**

**CARRIED:** By majority vote: 11 for, 2 abstentions.

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE GRANT ROYAL BRITISH LEGION FOR £450.00.

The next item was moved out of confidential for discussion.

### **18.2 RESOLUTION from Cllr V Lukaniuk No. 443**

Brandon Town Council resolves to replace both bus shelters in London Road, fronting Old Forge Court. To be match funded by the District Councillors. (please see all quotations/information attached.)

Cllr Lukaniuk explained that the bus shelters were damaged and that he had been approached by members of the public. The cost would be £6398 for two bus shelters delivered and fitted and would be match funded by the District Councillors. Cllr Etherington asked where the money would come from. Cllr Lukaniuk stated the money would come from an application made through the Prosperity Fund. Cllr Ridgwell stated that a seat was needed in the Crown Street bus shelter. Cllr Wittam commented they would look into it.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/87/09/Oct/23**

**CARRIED:** By majority vote: 12 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO REPLACE BOTH BUS SHELTERS ON LONDON ROAD, FRONTING OLD FORGE COURT, TO BE MATCH FUNDED BY THE DISTRICT COUNCILLORS AT A COST OF £6398 + VAT.

### **13 TO NOTE MINUTES OF EVENTS COMMITTEE MEETING** of 25<sup>th</sup> September 2023.

The minutes from the above Events Committee Meeting were noted and received.

### **14 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING** of 2<sup>nd</sup> October 2023.

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

### **15 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 N Siebert

**Seconder:** Cllr H Kostecki

Resolution Record No: **BTC/88/09/Oct/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 October 2023 at 7pm

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

### 16 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 11<sup>th</sup> September 2023.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Gorringe

Resolution Record No: **BTC/89/09/Oct/23**

**CARRIED:** By majority vote: 11 for, 2 abstentions.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 11TH SEPTEMBER 2023 BE APPROVED.

- Of the Brandon Town Council Extraordinary General Meeting of Wednesday 27<sup>th</sup> September 2023.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr J Hughes

Resolution Record No: **BTC/90/09/Oct/23**

**CARRIED:** By majority vote: 10 for, 3 abstentions.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE BRANDON TOWN COUNCIL EXTRAORDINARY GENERAL MEETING OF WEDNESDAY 27TH SEPTEMBER 2023 BE APPROVED.

### 17 MATTERS ARISING

Cllr Nolan gave an update on the Town Clerk and his complaint which has been escalated to the Monitoring Officer. Cllr Nolan stated we need to make sure we demonstrate the duty of care we have towards our staff.

Cllr Hughes updated the meeting about her phone calls to the Town Clerk. Cllr Brocklehurst asked if there was anything the Councillors could do. Cllr Nolan explained that the Town Clerk had to return to work first. Cllr Watts commented that she is happy to speak to the Town Clerk, as a qualified Counsellor.

Mrs Prior raised the issue of the Remembrance Parade, as she felt that everything that was expected of Brandon Town Council in relation to the Remembrance Parade had been actioned, which in fact, it has.

Signed.....



Cllr Palmer suggested that we should have a contingency plan in case of an increase in insurances due to the Remembrance Day Parade. He suggested that any extra insurance costs be authorised.

**Proposer:** Cllr P Etherington

**Seconded:** Cllr V Lukaniuk

Resolution Record No: **BTC/91/09/Oct/23**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO AUTHORISE ANY ADDITIONAL INSURANCE COSTS RELATING TO THE REMEMBRANCE DAY PARADE.

## 18 QUOTES

**18.1** To consider quotation to carry out L8 Risk Assessment in line HSG 274 guidelines (Legionella testing) at Old School House.

Mrs Prior explained about the need for the L8 Risk Assessment. After a short discussion a vote ensued.

**Proposer:** Cllr P Etherington

**Seconded:** Cllr P Wittam

Resolution Record No: **BTC/92/09/Oct/23**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO ACCEPT THE QUOTATION TO CARRY OUT L8 RISK ASSESSMENT IN LINE HSG 274 GUIDELINES (LEGIONELLA TESTING) AT OLD SCHOOL HOUSE.

The meeting closed at 9.03pm

Signed.....