

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 6th November 2006
At the (New) Forest School, Bury Road, Brandon.

Present: Cllr. R Silvester, Cllr. Mrs S Jureko, Cllr. P Ridgwell, Cllr. N Vant, Cllr. G Hughes, Cllr. D Bimson, Cllr. P MacLoughlin, Cllr. Mrs C Arnold, Cllr. E Ashley, Cllr. A Simmons, Cllr. Mrs C Silvester, Cllr. S Edwards.

Also present: Mrs C Mason (Town Clerk) Sgt. Jo Garrard, Squadron Leader Paul Harrison, Cllr. B Bishop and 6 members of the public.

The meeting commenced at 7.00pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
None

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 2nd October 2006 (Public Items) [LGA 1972 Sch.12].
Resolution Record No. **BTC/69/06/Nov/06**
Proposed by Cllr. G Hughes and seconded by Cllr. Mrs S Jureko.
CARRIED: 7 for 5 abstentions.
THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6TH OCTOBER 2006 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/70/06/Nov/06**
Proposed by Cllr. A Simmons and seconded by Cllr. Mrs C Arnold.
CARRIED: Unanimous.
THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS.

Six members of the public attended the meeting to draw attention to the problems they are encountering with youths misusing both the shelter sited on the Thetford Road play area and the brick bus shelter on Thetford Road.

Cllr. B Bishop raised two points a) whether a public seat could be positioned near the old workhouse and b) the crumbling top bricks of the cemetery wall. In response, the Chairman said the two issues have been addressed.

Additional matters brought to the attention of the Council:

a) the use by young motorcyclists of the Santon Downham disused pit, b) tractor vehicles

with no number plates, c) the lack of the wording 30mph on the 'Watch Your Speed' posters on Green Road, d) the safety aspect of vehicles parking near to the approach of the bridge in Brandon (Highways to be contacted by Cllr. Bishop).

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

In his report, Squadron Leader Paul Harrison stated that the current arrival and departure at the Base of the AWACS was not a permanent feature but a short term need to comply with operational requirements. The exercise will run for one day over a two week period but for security reasons he was not able to identify which days this will take place.

7. TO RECEIVE A REPORT FROM THE POLICE

Key points in the report:

As from the 27th November there will be two additional police officers based in Brandon. This will give an extra eighty staff hours.

Due to the involvement of the Suffolk Mediation Service, the anti-social problems in Mount Road have been eased.

There has been two arrests following petty criminal damage at the industrial estate and an occurrence of criminal damage to two motorcycles in London Road. Incidents of theft from motor vehicles have slightly reduced. Anti Social Behaviour Orders have been issued in connection with incidents at the Drove, the Delicatessen and the Flowerpot.

In reply to questions by members of the public, Sgt. Garrard said all issues raised have been noted and if necessary appropriate action will be taken.

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

Cllr. S Edwards reported Nigel McCurdy has been appointed the new Strategic Director of Services at Forest Heath District Council.

In his report, Cllr B Bishop said the 40mph speed limit on the A1065 will be removed before Christmas. The £6.5 million cost for the new Healthy Living Centre in Brandon will be met by Suffolk County Council (£2.2 million) and the PCT (£4.3 million). Forest Heath District Council are in the process of circulating questionnaires in connection with the future development of the Town (LDF). The consultation period takes place for 7 weeks commencing Monday 30th October to 5.00 pm on Monday 18th December 2006.

Cllr. G Hughes asked Cllr. Bishop if the white lines outside Barclays Bank could be moved back six to eight feet to ensure motorists have a clear view of the traffic lights through their windscreen prior to turning right or left from the High Street.

The Chairman reconvened the meeting.

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

Forest Heath Parish Forum to be held at the Red Lodge Millennium Centre on Tuesday 21st November 2006: Topics proposed for the first Forum include Leisure Trust and Housing Strategy. Cllr. Mrs S Jureko and Cllr. A Simmons to attend.

Councillors were reminded of the Brandon Royal British Legion Acts of Remembrance on Saturday 11th November at 11 o'clock and the parade to the War Memorial and Service of Remembrance in St. Peters Church on Sunday 12th November.

Road Closure notice: A Temporary Traffic Order affecting the A1065 Mundford Road for approximately 10 metres each side of the level crossing at Brandon Station has been issued by Norfolk County Council. The road will be temporarily closed (except for access) from the 27th November 2006 23.00hrs to 28th November 2006 07.00hrs for the duration of the

works.

10. ACCOUNTS

To receive and approve payments.

10.1 Approval of payments : Public Items – October 2006 As notified.

Resolution Record No. **BTC/71/06/Nov/06**

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

CARRIED: Unanimous.

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

Date	Amount	Supplier	Net Total	VAT
Oct-06	35.85	HSS Hire (Vibration breaker for bus shelter)	30.50	5.35
Oct-06	23.49	Viking Direct (Stamp)	19.99	3.50
Oct-06	254.82	Kings Forest Housing (Garage rent)	254.82	
Oct-06	1,380.62	Thain Wildbur Rolph & Co. (Internal Audit)	1,175.00	205.62
Oct-06	64.63	Thain Wildbur Rolph & Co. (Sage salary updates)	55.00	9.63
Oct-06	52.88	SALC (Employment training)	45.00	7.88
Oct-06	11.98	Border Building Supplies Ltd	10.20	1.78
Oct-06	116.22	Border Building Supplies Ltd	98.91	17.31
Oct-06	13.98	Border Building Supplies Ltd	11.90	2.08
Oct-06	13.42	Border Building Supplies Ltd	11.42	2.00
Oct-06	33.12	Border Building Supplies Ltd	28.19	4.93
Oct-06	17.42	Border Building Supplies Ltd	14.82	2.60
Oct-06	62.94	Finevale Service Station	53.57	9.37
Oct-06	376.00	K. B. Leach (Brushcutter)	320.00	56.00
Oct-06	9.84	Thetford Garden Centre	8.37	1.47
Oct-06	40.94	Neat Ideas (Cleaning Products)	34.84	6.10
Oct-06	1,861.20	Queensbury Shelters (Bus shelter Thetford Road)	1,584.00	277.20
Oct-06	246.75	Pearsons (Skip Hire for French Market)	210.00	36.75
Oct-06	8.22	SALC (Networking Day)	7.00	1.22
Oct-06	82.39	Travel Expenses (Training x 2)	82.39	
Oct-06	362.99	Gasforce (Annual contract renewal)	308.92	54.07
Oct-06	6.00	J & D Green (Window Cleaner)	6.00	
Oct-06	88.13	Wickstead Leisure (Playground Inspection)	75.00	13.13
Oct-06	27.04	Vodafone (Mobile phone)	24.05	2.99
Oct-06	154.04	Canon (Photocopier rental)	131.10	22.94
TOTALS:	5,344.91		4,600.99	743.92

10.2 Approval of Confidential Items – October 2006. (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/72/06/Nov/06**

Proposed by Cllr. G Hughes and seconded by Cllr. D Bimson.

CARRIED: Unanimous.

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

11. YOUTH SHELTER SITED AT THE THETFORD ROAD PLAY AREA

To discuss complaints received concerning the youth shelter at the Thetford Road play area.

Resolution Record No. **BTC/73/Nov/06**

Proposed by Cllr. R Silvester and seconded by Cllr. N Vant.

CARRIED: 9 for 2 against.

THAT BRANDON TOWN COUNCIL AGREES TO REMOVE FORTHWITH, THE YOUTH SHELTER LOCATED AT THE THETFORD ROAD PLAY AREA.

A Full Council Special Meeting to discuss the removal and replacement of the brick built bus shelter on Thetford Road will be held on the 13th November 2006 at 7.00 pm in the Old School House, Market Hill, Brandon.

12. APPOINTMENT OF COUNCILLOR TO COMMUNITY GROUP

To elect a new representative for the Citizens Advice Bureau.

Cllr. A Simmons was duly appointed to serve as the Town Council representative to the Citizens Advice Bureau.

13. TOURIST INFORMATION BOARDS

Resolution Record No. **BTC/74/06/Nov/06**

Proposed by Cllr. D Bimson and seconded by Cllr. S Edwards.

CARRIED: Unanimous.

THAT THIS COUNCIL, IN CONJUNCTION WITH FOREST HEATH DISTRICT COUNCIL, REVIEW THE TOURIST INFORMATION SIGNAGE PRESENTLY LOCATED WITHIN THE TOWN.

14. THE ORCHARD, COULSON LANE

Resolution from Cllr. N Vant. Resolution No. 129: 'That this Council appoints Mr John Atkins, Architect as project manager.'

The decision to appoint Mr John Atkins as project manager was deferred pending the outcome of a site meeting between Mr Atkins and members of the working party.

15. HONOURS BOARD

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

Resolution Record No. **BTC/75/06/Nov/06**

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

CARRIED: 9 for 1 against.

THAT BRANDON TOWN COUNCIL APPROVES THE SECOND PROOF OF THE PROPOSED LAYOUT OF THE HONOURS BOARD AND FURTHERMORE AGREES THAT THE TYPEFACE CUSHING ITC BE ACCEPTED.

Cllr. G Hughes reiterated his disappointment at the lack of gender on the Honours Board.

16. TO RECEIVE, DISCUSS AND ADOPT THE THETFORD ROAD PLAY AREA RISK ASSESSMENT REPORT

Resolution Record No. **BTC/76/06/Nov/06**

Proposed by Cllr. G Hughes and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ADOPTS THE THETFORD ROAD PLAY PLAY RISK ASSESSMENT REPORT PREPARED BY WICKSTEED LEISURE.

17. PRECEPT FOR BRANDON TOWN COUNCIL 2007 / 2008

Date agreed as Monday the 27th November 2006 at 7.00 pm in the (New) Forest School, Bury Road, Brandon.

18. CLERKS 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) The former police station at Rattlers Road: With no response from Tesco, a letter to be sent to their Managing Director.
- b) Height of the safety barrier around the Christmas tree: Forest Heath District Council to be contacted regarding Health & Safety Regulations for height limits to safety barriers.

Cllr. P MacLoughlin left the meeting at 9.15 pm.

19. RESOLUTION TO EXCLUDE THE PUBLIC & PRESS

Resolution Record No. **BTC/77/06/Nov/06**

Proposed by Cllr. S Edwards and seconded by Cllr. D Bimson.

CARRIED: Unanimous.

That pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public & 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 Meeting of the Full Brandon Town Council

Held on Monday 6th November 2006

At the (New) Forest School, Bury Road, Brandon

**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 2nd October 2006.

Resolution Record No. **BTC/78/06/Nov/06**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 2ND OCTOBER 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

21. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 2nd October 2006.

There were no matters arising.

22. TO RECEIVE AND ADOPT THE SECOND DRAFT OF THE UPDATED GENERAL REGULATIONS FOR BRANDON CEMETERY

Resolution Record No. **BTC/79/06/Nov/06**

CARRIED:

CONFIDENTIAL

23. ENCROACHED LAND

CONFIDENTIAL

24. CEMETERY MATTERS - UPDATE

CONFIDENTIAL