

BRANDON TOWN COUNCIL

Minutes of the Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 6 July 2009

In the Council Chamber, Old School House, Market Hill, Brandon.

Present: Cllr. S Edwards, Cllr. K Butcher, Cllr. G Hughes, Cllr. P Ridgewell, Cllr. A Simmons, Cllr. N Vant, Cllr. R Silvester, Cllr. Mrs S Jureko, Cllr. D Bimson, Cllr. E Ashley, Cllr. Mrs M Young.

Also present: Mrs C Mason (Town Clerk), Cllr. B Bishop, 2 Representatives from Brandon Police.

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE

Cllr. S Le Grys, Cllr. L Jacobs, Cllr. P MacLoughlin.

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 1 June 2009 (Public items).

Resolution Record No. **BTC/26/06/Jul/09**

Proposed by Cllr. R Silvester and seconded by Cllr. A Simmons.

CARRIED: Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 1 JUNE 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 1 June 2009.

In response to questions raised in agenda item eight, Cllr. Edwards advised members the marquee at the Brandon House Hotel has been moved to the back of the premises; Bet Fred have lost their appeal relating to their window and sign. A twenty one day letter has been issued; planning permission for building work at Small Fen Farm to be reinvestigated; final costs of the Forest Heath office refurbishment not yet completed. Nigel McCurdy to be invited to the next town council meeting to talk through related costs.

Owing to a tree across part of footpath 5 a provisional date of 31 July was set for the Nine Stiles Walk. The land owner to be advised.

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

Resolution Record No. **BTC/27/06/Jul/09**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. G Hughes.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

No members of the public were present.

6. TO RECEIVE A REPORT FROM THE POLICE

Crime statistics for the previous month: Two thefts from shops; five thefts from motor

vehicles; eight burglaries; three acts of criminal damage to dwellings. Safer Neighbourhood Team priorities include wheelie bin arson, anti social behaviour in Field Close and Lilac Close. A Passive Dog Operation was recently held. Over a two hour period, twenty one persons were stopped with three in possession of cocaine and one arrested for possessing a class A drug. The same exercise will be repeated in August. Questions included drinking in public places; illegal fishing at Brandon Lakes; parking on Market Hill. Copies of correspondence between Cllr. Simmons and the Chief Executive of Suffolk County Council relating to the parking issues on Market Hill were passed to the police representatives.

7. TO RECEIVE A REPORT FROM RAF LAKENHEATH

There were twelve flying complaints in June. Three relating to Brandon. No other issues were raised. Questions to Squadron Leader Nields included traffic lights sequence outside Lakenheath Base; re-designation of runway; viewing area restrictions.

The meeting was reconvened.

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

Cllr. Simmons reported Forest Heath District Council are required to make year on year savings of 3%. This may lead to local councils being asked to take on further responsibilities i.e. public toilets.

Local Government Review Date: A judgment in a case brought about by three councils in Suffolk has resulted in a delay to final recommendations due to be made on the 15 July 2009.

Cllr. Silvester requested clarification of the final cost of the new swimming pool in Newmarket. This will be addressed by Nigel McCurdy at the September town council meeting.

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

Three items of urgent business, one in the confidential section of the meeting, were asked to be considered:

a) Emergency Team members were asked to confirm their ability to attend if an emergency situation develops. The ‘at risk’ register, currently in the safe in the council office may need to be held by the Safer Neighbourhood Team.

b) Adjustment to the Town Clock mechanism.

Resolution Record No. **BTC/28/06/July/09**

Proposed by Cllr. R Silvester, seconded by Cllr. G Hughes.

CARRIED: Unanimous.

THAT SUBJECT TO CONFIRMATION OF AN INSURANCE INDEMNITY, BRANDON TOWN COUNCIL AGREES THAT MARK PAVELEY BE ALLOWED TO ADJUST THE TOWN CLOCK AS AND WHEN REQUIRED.

10. ACCOUNTS

10.1 Approval of payments: Public Items –June 2009. Discussion permitted upon.

10.2 Confidential Items –June 2009 (Staff Salaries).

10.3 To authorise payments of the August invoices prior to their approval at the next town council meeting.

10.4 To consider a remuneration for administration support undertaken during holiday leave.

Resolution Record No. **BTC/29/06/July/09**

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

CARRIED: Unanimous.

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

Date	Amount	Supplier	Net Total	VAT
Jun-09	97.75	The Osprey Company (Orchard Column)	85.00	12.75
Jun-09	586.73	SALC (New desk top)	510.20	76.53
Jun-09	522.16	British Gas	497.30	24.86
Jun-09	27.53	Travis Perkins	23.94	3.59
Jun-09	82.24	Lyreco	71.51	10.73
Jun-09	120.00	Reeves Cleaning	120.00	
Jun-09	39.95	NALC (Clerks Networking Lunch)	34.00	5.95
Jun-09	80.02	Bury Business Support (Payroll)	69.58	10.44
Jun-09	90.82	Finevale Service Station	78.98	11.84
Jun-09	138.00	Whiteside Computer Services (x 2 Invoices)	120.00	18.00
Jun-09	91.68	Thetford Garden Centre	79.73	11.95
Jun-09	177.16	Pearsons (Skip)	154.05	23.11
Jun-09	14.00	J & D Green	14.00	
Jun-09	39.44	Arco	39.44	
Jun-09	75.32	Studio Five (Cllr Photographs)	65.50	9.82
TOTAL:	2,182.80		1,963.23	219.57

10.3 To authorise payments of the August invoices prior to their approval at the next town council meeting.

Resolution Record No. **BTC/30/06/Jul/09**

Proposed by Cllr. G Hughes and seconded by Cllr. K Butcher.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AUTHORISES PAYMENTS OF THE AUGUST INVOICES PRIOR TO THEIR APPROVAL AT THE SEPTEMBER TOWN COUNCIL MEETING.

10.4 To consider a remuneration for administration support undertaken during holiday cover Agenda item 10.4 was withdrawn.

Resolution Record No. **BTC/31/06/July/09**

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

CARRIED: Unanimous.

THAT A LETTER OF THANKS BE WRITTEN TO MISS KATE EASTELL FOR THE ADMINISTRATION SUPPORT SHE UNDERTOOK DURING HOLIDAY LEAVE.

11. ADOPTION OF THE INDEPENDENT INTERNAL AUDITORS REPORT FOR THE YEAR ENDED 31 MARCH 2009.

Resolution Record No. **BTC/32/06/Jul/09**

Proposed by Cllr. A Simmons and seconded by Cllr. R Silvester.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ACCEPTS AND ADOPTS THE INTERNAL AUDITORS REPORT FOR THE YEAR ENDED 31 MARCH 2009.

12. THETFORD ROAD PLAY AREA

Resolution Record No. **BTC/33/06/Jul/09**

Proposed by Cllr. G Hughes and seconded by Cllr. Mrs S Jureko.

CARRIED: 5 for 2 against 3 abstentions.

THAT BRANDON TOWN COUNCIL AGREES TO MEET THE COST OF ANY REQUISITE REPAIRS TO THE ITEM (JEEP) OF PLAY EQUIPMENT DONATED BY THE BRANDON REMEMBRANCE PLAYING FIELDS TRUSTEES.

13. THE ORCHARD PICNIC

Discussion deferred to the September town council meeting.

14. PROFILE OF BRANDON

Belinda Godbold from Suffolk County Council to be contacted for her availability to discuss the 'Profile of Brandon' documentation. Suggested date Monday 20 July 2009.

15. ALLOTMENTS

Resolution Record No. **BTC/34/06/Jul/09**

Proposed by Cllr. R Silvester and seconded by Cllr. G Hughes.

CARRIED: 8 for 3 abstentions.

THAT BRANDON TOWN COUNCIL APPROVES A REQUEST TO KEEP BEES AT A DESIGNATED AREA WITHIN THE ALLOTMENT SITE.

16. CEMETERY MEETING

Date arranged as Wednesday 5 August 2009 at 7.00pm.

17. TOWN GUIDE

Resolution Record No. **BTC/35/06/Jul/09**

Proposed by Cllr. P Ridgewell and seconded by Cllr. Mrs S Jureko.

CARRIED: Unanimous.

THAT THIS COUNCIL AGREES TO PURSUE THE PUBLICATION OF A BRANDON TOWN GUIDE AS PER THE EXAMPLES CIRCULATED.

18. SPEED LIMIT SIGNAGE

Resolution Record No. **BTC/36/06/Jul/09**

Proposed by P Ridgewell and seconded by Cllr. D Bimson.

CARRIED: 6 for 3 against 1 abstention.

THAT BRANDON TOWN COUNCIL WRITES TO SUFFOLK COUNTY COUNCIL REQUESTING THE SPEED LIMIT SIGNAGE IN THE VICINITY OF BRANDON COUNTRY PARK AND GREEN ROAD BE REVIEWED

19. MATERNITY COVER

Resolution Record No. **BTC/37/06/Jul/09**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ADVERTISES THE VACANCY FOR AN ADMINISTRATION ASSISTANT (MATERNITY COVER) IN BRANDON LIFE, THETFORD & BRANDON TIMES AND THE SALC WEBSITE.

20. PROPOSED HUMPED ZEBRA CROSSING, RATTLERS ROAD, BRANDON

Resolution Record No. **BTC/38/06/Jul/09**

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

CARRIED: Unanimous.

THAT THIS COUNCIL FULLY SUPPORTS THE LOCATION AND PRELIMINARY DESIGN OF A RAISED ZEBRA CROSSING ON RATTLERS ROAD, BRANDON.

21. PARKING ON MARKET HILL, BRANDON

Resolution Record No. **BTC/39/06/Jul/09**

Proposed by Cllr. G Hughes and seconded by cllr. K Butcher.

CARRIED: 10 for 1 abstention.

THAT A LETTER, (TOGETHER WITH COPIES OF ALL CORRESPONDENCE BETWEEN COUNCILLOR SIMMONS AND THE CHIEF EXECUTIVE OF SUFFOLK COUNTY COUNCIL) BE SENT TO THE CHIEF CONSTABLE OF SUFFOLK CONSTABULARY, ENQUIRING WHY TRAFFIC REGULATIONS CANNOT BE IMPLEMENTED ON MARKET HILL. FURTHERMORE, FOREST HEATH DISTRICT COUNCIL AND SUFFOLK COUNTY COUNCIL TO BE NOTIFIED OF THIS DECISION.

22. COMPANIES HOUSE REGISTRATION

Resolution Record No. **BTC/40/06/Jul/09**

Proposed by Cllr. G Hughes and seconded by Cllr. R Silvester.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ALLOWS THE CIB TO CONDUCT THEIR OWN INVESTIGATION INTO AN INVALID REGISTRATION ADDRESS FILED WITH COMPANIES HOUSE. NO FURTHER ACTION AT THIS STAGE.

23. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

Contents noted. No issues were raised.

24. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/41/06/Jul/09**

Proposed by Cllr. A Simmons and seconded by Cllr. R Silvester.

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 Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 6 July 2009

In the Council Chamber, Old School House, Market Hill, Brandon.

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

25. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 1 June 2009.

Resolution Record No. **BTC/42/06/Jul/09**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 1 JUNE 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

26. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 1 June 2009.

None.

27. CEMETERY MATTERS

One matter of urgent business was now heard.

Resolution Record No. **BTC/43/06/Jul/09**

CARRIED:

THAT BRANDON TOWN COUNCIL AGREES TO CONTINUE WITH THE CHANGE OF USE PLANNING APPLICATION FOR THE PROPOSED NEW CEMETERY, MANOR ROAD, BRANDON.

27.1 Contents of the letter from the London Planning Practice were noted.

27.2 Confidential.

There being no further business the meeting closed at 9.50pm.