

**BRANDON TOWN COUNCIL**  
Minutes of the Meeting of the Full Brandon Town Council  
Held on Monday 4th April 2005  
At the (New) Forest Primary School, Bury Road, Brandon

**Present:** The Chairman Ms J S Bourton, The Vice Chairman Cllr. Mrs E Milner, Cllr. N Vant, Cllr. S Newbon, Cllr. Mrs S Jureko, Cllr. Mrs J Ahern, Cllr. P MacLoughlin, Cllr. P Ridgewell, Cllr. Mrs C Arnold

**Also present:** The Acting Clerk Mrs C Mason, 1 member of the press, 5 members of the public, Mr P Baldwin.

Before the meeting commenced former Brandon Town Councillor Mr Pat Baldwin was presented with a painting of Brandon Bridge by local artist Rosemary Jacob in recognition of his 24 years dedicated service to the Council.

The meeting commenced at 7.15pm

**1. APOLOGIES FOR ABSENCE**

Cllr. R Silvester, Cllr. Mrs C Silvester due to hospitalisation, Cllr. V E Ashley due to business commitments, Squadron Leader Jo Daniels due to holiday

**2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTEREST (PCC OF C2001/LGA 2000)**

Cllr. Mrs C Arnold declared an interest in three items on the agenda and duly signed the Members Book of Interests

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

Of the Brandon Town Council Full Meeting on Monday 7th March 2005  
(Public Items) (LGA 1972 Sch12)

Resolution Record No. **BTC/230/04/APR/05**

Proposed by Cllr. Mrs E Milner and seconded by Cllr. S Newbon

**CARRIED** : Unanimous

THAT THE MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF THE 7th MARCH 2005 BE ACCEPTED AND SIGNED AS A TRUE RECORD

**4. MATTERS ARISING**

From the Brandon Town Council Full Meeting of Monday 7th March 2005.

Cllr. P MacLoughlin asked if the deficit of £786.04 still owed to the Brandon Remembrance Playing Fields Committee from precepted funds had been paid.

**5. PUBLIC FORUM**

Resolution Record No **BTC/231/04/APR/05**

Proposed by the Chairman Cllr. Ms J S Bourton and seconded by Cllr. Mrs S Jureko

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS

Mr Townsend of the Crown Public House, Brandon asked whether the Town Council would consider giving a reduced donation of £50 towards the cost of the proposed Sixtieth Anniversary Celebration VE Day children's party.

It was pointed out to Mr Townsend that the Town Council are prohibited from

rediscussing the matter at this meeting. It was agreed, however, this request will be considered at the next Town Council meeting.

Cllr. Mrs C Arnold declared an interest in this item and left the room  
Planning Application F/2005/0231/COU. The applicant gave a brief outline of his intended plans for the proposed micro-brewery to be located within the Riverside Hotel, Brandon.

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

No report was received.

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

None

Resolution Record No. **BTC/232/04/APR/05**

Proposed by the Chairman Cllr. Ms J s Bourton and seconded by Cllr. S Newbon

**CARRIED:** Unanimous

#### **THAT THE MEETING RECONVENES**

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

Cllr. Mrs C Arnold declared an interest in this item and left the room

Leisure Grant awarded to the Brandon Remembrance Playing Field - Forest Heath District Council's Community Services Committee have agreed in principle to allocate up to £100,000 in funding for the provision of tennis and wider sports facilities in Brandon.

#### **9. PLANNING APPLICATIONS:** Notifications circulated: plans at meeting

Resolution Record No. **BTC/233/04/APR/05**

Proposed by Cllr. Mrs J Ahern and seconded by Cllr. Mrs E Milner

**CARRIED:** 7 for 2 against 0 abstentions

**THAT BRANDON TOWN COUNCIL OBJECTS TO PLANNING APPLICATION F/2005/0227/TPO: FELLING OF 1 ENGLISH OAK TREE AND 1 SCOTS PINE ON THE GROUNDS THAT REDEMIAL WORK SHOULD BE CARRIED OUT IN PREFERENCE TO FELLING**

Resolution Record No. **BTC/234/04/APR/05**

Proposed by Cllr. Mrs J Ahern and seconded by Cllr. S Newbon

**CARRIED:** 8 for 1 against 0 abstentions

**THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTIONSTO THE PLANNING APPLICATIONS HEREUNDER DESCRIBED**

F/2005/0100/FUL Erection of single storey rear extension

11Crown Street, Brandon NO OBJECTIONS

F/2005/0169/FUL Erection of a bungalow attached to No. 4 ( Development Affecting a Right of Way)

4 The Hill, The Drove, Brandon NO OBJECTIONS

F/2005/0236/COU change of use from residential to function room(to be used in conjunction with new bowling complex)

Flat 2, 1st Floor, 1 London Road, Brandon NO OBJECTIONS

Cllr. Mrs Christine Arnold and Cllr. Mrs E Milner declared an interest in Planning

Application F/20050231/COU and left the room.

Resolution Record No. **BTC/235/04/APR/05**

Proposed by Mrs S Jureko and seconded by Cllr. N Vant

**CARRIED** : Unanimous

THAT BRANDON TOWN COUNCIL HAS NO OBJECTIONS TOTHE REMAINING  
PLANNING APPLICATION HEREUNDER DESCRIBED

F/2005/0231/COU Change of use from domestic store to micro-brewery  
76 High Street, Brandon

## **9.2 DECISIONS and other information from FHDC since 6th January 2005.**

### 9.2.1 Planning Applications

GRANTED

F/2005/0029/FUL Resubmission: Erection of side conservatory and front porch  
35 The Rookery, Brandon  
Approve with conditions

F/2005/0062/FUL Erection of a car port  
Heathcote House day Centre Warren Road, Brandon  
Approve with conditions

F/2005/0066/TPO Felling of 2 Beech trees and pollarding of 8 Beech trees  
23 Bracken Rise, Brandon  
Approve with conditions

F/20050049/FUL Erection of an attached replacement garage (demolition of existing  
garage). (Development affecting a Public Right of Way)  
1 Lingheath Road, Brandon  
Approve with conditions

F/2004/1071/FUL Cross Boundary application: Erection of concrete block manufacturing  
plant (Major Development) Departure from the Development Plan)  
Lignacite Ltd. Norfolk House High Street Brandon  
Approve with conditions

F/2005/0039/FUL Erection of a two storey dwelling  
Land adjacent to 122 Seymour Avenue, Brandon  
Approve with conditions

F/2005/0084/TPO Remove major limb, deadwood and desucker 1 Oak tree and remove  
suckers and epicormic growth and deadwood 1 Oak Tree  
Adjacent to 78 Riverside Way, Brandon  
Approve with conditions

F/2005/0045/FUL Replacement of shop front and new disabled access ramp  
55B High Street, Brandon  
Approve with conditions

F/2005/0130/OUT Outline application: site for residential development following demolition of existing dwelling  
242 London Road, Brandon  
Approve with conditions

### **9.2.2. Planning Applications REFUSED**

F/2004/1044/FUL Creation of two new vehicular accesses  
101 London Road, Brandon

F/2004/0947/FUL Resubmission: erection of a two storey dwelling with integrated garage. Erection of a single storey garage and new vehicular access as amended by plans received 07/01/05 and 11/01/05  
86-88 London Road, Brandon

F/2005/0005/TPO Felling of 6 Birch Trees  
2 & 4 Walton Way, Brandon

### **9.2.2 Planning applications WITHDRAWN**

None

### **9.3 TREE PRESERVATION ORDERS/ TREE REDUCTION AND REMOVAL**

None to date

### **9.4 STREET NAMING AND NUMBERING**

None to date

### **9.5 DELEGATION PLANNING MEETING and Case Officer Recommendations**

None to date

### **9.6 NOTICES OF PLANNING APPEALS SINCE 4th March 2005**

None to date

### **9.7 AGENDA / MINUTES FROM FHDC SINCE 4th March 2005**

None to date

## **10. JUSTICES LICENCE APPLICATION**

10.1 Lakenheath Road & Gun Club

Resolution Record No. **BTC/236/04/APR/05**

Proposed by the Chairman Cllr. Ms J S Bourton and seconded by Cllr. Mrs E Milner

**CARRIED** : Unanimous

THAT BRANDON TOWN COUNCIL HAS NO OBJECTIONS TO THE GRANTING OF A JUSTICES LICENCE APPERTAINING TO THE PREMISES CURRENTLY KNOWN AS THE LAKENHEATH ROD & GUN CLUB

## **11. ACCOUNTS**

To receive and approve payments

11.1 Public Items – March 2005

Resolution Record No. **BTC/237/04/05**

Proposed by Cllr. Mrs E Milner and seconded by Mrs S Jureko

**CARRIED**: Unanimous

THAT THE PAYMENTS ON THE LIST FOR MARCH 2005 (PUBLIC ITEMS) AND PRODUCED HEREUNDER ARE APPROVED

Date	Amount	Supplier	Net Total	VAT
Mar-05	6.00	J & D Green	6.00	
Mar-05	40.00	Finevale	37.02	2.98
Mar-05	169.25	Mcalpine	140.24	29.11
Mar-05	277.59	SP Landscapes	236.25	41.34
Mar-05	77.07	Tindalls	77.07	
Mar-05	55.19	Neat Ideas	46.97	8.22
Mar-05	2,989.58	Allianz Cornhill	2,989.58	
Mar-05	78.00	Abba	78.00	
Mar-05	25.00	Neat Ideas	21.71	3.80
Mar-05	193.90	Anglo Financial	172.47	21.43
Mar-05	25.00	Neat Ideas	39.99	7.00
Mar-05	11.93	Neat Ideas	8.99	2.50
Mar-05	504.07	Recroot	429.00	75.07
Mar-05	714.00	Computer Scene	607.66	106.34
<b>TOTALS</b>	5,188.57		3,805.31	85.45
	95.95	British Gas	95.00	
	111.91	Anglian Water	111.91	
	538.54	AM Gov.Ser.	458.33	80.21
	quarterly	Powergen 20/2 Box	quarterly	
	quarterly	Powergen no. 27 SL	quarterly	
	quarterly	Powergen no. 49 OSH	quarterly	
	42.95	Powergen Xmas lights	40.90	2.05
	55.30	Pwrgn no. 51 Cemetery	52.67	2.63
	79.59	Unicom tel/fax/internet	67.74	1,185.00
	22.00	FHDC garage rent	18.15	3.85
	24.00	FHDC rates Cem	24.00	
	223.00	FHDC rates OSH	223.00	
<b>TOTALS</b>	1,193.24		1,091.70	100.59

11.2 Confidential – March 2005 (Staff Salaries/Loc Gov Pension)

Resolution Record No. **BTC/238/04/APR/05**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs E Milner

**CARRIED:** Unanimous

THAT PAYMENT ON THE LIST SUBMITTED FOR MARCH 2005(CONFIDENTIAL ITEMS – STAFF SALARIES) AS CIRCULATED TO COUNCILLORS IS APPROVED

11.3 Request for Grant

A letter has been received from Breckland Forest Gym Club 2004 requesting financial support for the club.

Resolution Record No. **BTC/239/04/APR/05**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs E Milner

**CARRIED:** 8 for 1 against 0 abstention

THAT IN THE EVENT OF BRECKLAND GYM CLUB OBTAINING CHARITY STATUS BRANDON TOWN COUNCIL WOULD BE IN A POSITION TO CONSIDER A REQUEST FOR FUNDING

## **12. REPORTS FROM WEST AND EAST WARD LIGHTING COMMITTEES REFERENCE REQUESTS FOR ADDITIONAL STREET LIGHTING**

Report from West Ward

Lamp 515 not working

Hillside very dark

Poor lighting in Church Road. Old style of lighting needs upgrading

Queen's Road very dark

Report from East Ward

Downham Way – one cul-de-sac illuminated by old style light but not essential for replacement

Footpath from St Dominics Drive to Downham Way. Need for better lighting but not the responsibility of the Town Council

Resolution Record No. **BTC/240/04/APR/05**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs E Milner

**CARRIED:** 8 for 1 against

THAT BRANDON TOWN COUNCIL AGREE TO THE INSTALLATION OF AN ADDITIONAL STREET LIGHT IN ST. NICHOLAS WALK AND AN ADDITIONAL STREET LIGHT OUTSIDE THE FIRE STATION

Resolution Record No. **BTC/241/04/APR/05**

Proposed by the Chairman Cllr. Ms J S Boughton and seconded by Cllr. Mrs J Ahern

**CARRIED:** Unanimous

THAT BRANDON TOWN COUNCIL APPOINT CLLR. MRS E MILNER TO SERVE ON THE WEST WARD LIGHTING COMMITTEE

12.1 Quotations for street lighting repairs

The Chairman declared an interest in the quotation for a street light repair in Coronation Place, Brandon

Resolution Record No. **BTC/242/04/APR/05**

Proposed by Cllr. Mrs E Milner and seconded by Cllr. Mrs S Jureko

**CARRIED:** Unanimous

THAT THE QUOTATIONS RECEIVED FROM ALFRED McALPINE INFRASTRUCTURE SERVICES DATED THE 8TH MARCH 2005 FOR STREET LIGHTING REPAIRS BE ACCEPTED

## **13. STANDARDS BOARD FOR ENGLAND CONSULTATION PAPER**

Resolution record No. **BTC/243/04/APR/05**

Proposed by Cllr. Mrs J Ahern and seconded by Cllr. N Vant

**CARRIED:** Unanimous

THAT A SPECIAL MEETING OF THE FULL BRANDON TOWN COUNCIL BE CONVENED ON THE 18TH APRIL 2005 AT 7PM IN THE OLD SCHOOL HOUSE, BRANDON TO DEBATE THE STANDARDS BOARD FOR ENGLAND CONSULTATION DOCUMENT

Apologies were received in advance from Cllr. Mrs E Milner, Cllr. P MacLoughin, Cllr. Mrs C Arnold

## **14. FOREST HEATH COMMUNITY HEALTH IMPROVEMENT FORUM**

14.1 To appoint a Town Council representative

Resolution Record No. **BTC/244/04/APR/05**

Proposed by the Chairman Ms J S Bourton and seconded by Cllr. Mrs S Jureko

**CARRIED:** Unanimous

THAT BRANDON TOWN COUNCIL APPOINT COUNCILLOR MRS E MILNER TO SERVE ON THE FOREST HEATH COMMUNITY HEALTH IMPROVEMENT FORUM

## **15. NOMINATIVE TRUSTEES FOR LING HEATH TRUST AND BRANDON POORS ESTATE**

Ling Heath Trust – One nominative Trustee

Cllr. Mrs J Ahern declared an interest in this item and left the room.

Resolution Record No. **BTC/245/04/APR/05**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs S Jureko

**CARRIED:** Unanimous

THAT BRANDON TOWN COUNCIL APPOINT COUNCILLOR MRS C ARNOLD TO SERVE ON THE LING HEATH TRUST CHARITY AS THE COUNCILS' NOMINATIVE TRUSTEE

The Brandon Poors Estate – Two nominative Trustees

Resolution Record No. **BTC/246/04/APR/05**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs S Jureko

**CARRIED:** 8 for 1 against 0 abstentions

THAT BRANDON TOWN COUNCIL APPOINTS COUNCILLOR MRS J AHERN TO SERVE ON THE BRANDON POORS ESTATE CHARITY AS THE COUNCILS' NOMINATIVE TRUSTEE

Resolution Record No. **BTC/247/04/APR/05**

Proposed by Cllr. Mrs J Ahern and seconded by Cllr. N Vant

**CARRIED:** 8 for 1 against 0 abstentions

THAT MRS SONIA JONES-WEETMAN CONTINUES TO SERVE ON THE BRANDON POORS ESTATE CHARITY AS THE BRANDON TOWN COUNCILS' NOMINATIVE TRUSTEE

## **16. PROPOSED H3G BASE STATION AT BMR CAR VAN & TRUCK HIRE**

Resolution Record No. **BTC/248/04/APR/05**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs S Jureko

**CARRIED:** 8 for 0 against 1 abstention

THAT BRANDON TOWN COUNCIL AGREE CANDIDATE B BE THE PREFERRED SITE OPTION FOR THE PROPOSED H3B BASE STATION

## **17. BLOOMING BRANDON**

Resolution Record No. **BTC/249/04/APR/05**

Proposed by the Chairman Cllr. Ms J S Bourton and seconded by Cllr. S Newbon

**CARRIED:** Unanimous

THAT BRANDON TOWN COUNCIL FULLY SUPPORTS PLANS BY THE BRANDON COMMUNITY PARTNERSHIP TO ENCOURAGE LOCAL BUSINESSES AND INDIVIDUALS TO SPONSOR INDIVIDUAL PLANTERS WITHIN THE TOWN

## **18. BRECK BUS**

Request for a donation towards a bookable bus service within the town

Resolution Record No. **BTC/250/04/APR/05**

Proposed by Cllr. Mrs E Milner and seconded by Cllr. Mrs S Jureko

**NOT CARRIED:** 4 for 5 against 0 abstention

THAT A DONATION OF £250 BE GIVEN TO THE BRANDON COMMUNITY PARTNERSHIP TOWARDS THE COST OF FUNDING THE BRECKS BUS

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

Resolution Record No. **BTC/251/04/APR/05**

Proposed by the Chairman Ms J S Bourton and seconded by Cllr. Mrs S Jureko

**CARRIED:** Unanimous

THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW FOR THE FOLLOWING REASONS : CONFIDENTIAL MINUTES; STAFFING ISSUES; QUOTATIONS.(Section 100(A)(4) LGA 1972)

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 7th March 2005

Resolution Record No. **BTC/252/04/APR/05**

Proposed by the Vice Chairman Cllr. Mrs E Milner and seconded by Cllr. S Newbon

**CARRIED:** 8 for 0 against 1 abstention

THAT THE CONFIDENTIAL MINUTES OF THE BRANDON TOWN COUNCIL MEETING ON MONDAY 7TH MARCH 2005 BE APPROVED

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

CONFIDENTIAL

**22. CEMETERY – LETTER FROM PLOT OWNER CONFIDENTIAL**

**23. EMPLOYMENT MATTER TOWN KEEPER CONFIDENTIAL ASSISTANT TOWN KEEPER**

Resolution Record No. **BTC/253/04/APR/05**

Proposed by Cllr. Mrs J Ahern and seconded by Cllr. P MacLoughlin.

**CARRIED:** Unanimous

THAT BRANDON TOWN COUNCIL APPOINTS THE CHAIRMAN Cllr. MS J S BOURTON, Cllr. MRS J AHERN Cllr. MRS E MILNER, Cllr. S NEWBON TO PREPARE A SHORTLIST OF SUITABLE CANDIDATES FOR THE POST OF ASSISTANT TOWN KEEPER

Date of meeting arranged for Friday 10th April 2005 at 10.30pm in the Old School House, Brandon.

**TOWN CLERK**

Resolution Record No. **BTC/254/04/APR/05**

Proposed by the Chairman Cllr. Ms J S Bourton and seconded by Cllr. Mrs E Milner.

**CARRIED:** Unanimous

THAT THE TOWN CLERK MR J P SCOTT BE ASKED TO ATTEND AN INDEPENDENT MEDICAL EXAMINATION BY THE SCC OCCUPATIONAL HEALTH PHYSICIAN CLOCK KEEPER



Resolution Record No. **BTC/255/04/APR/05**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs S Jureko

**CARRIED:** Unanimous

THAT BRANDON TOWN COUNCIL APPROVES THE ANNUAL PAYMENT OF £xx.xx  
TO THE TOWN CLOCK KEEPER

The Meeting terminated at 9.12pm