

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held on Monday 3rd September 2018 in the Council Chamber, Old School House,
Market Hill, Brandon at 7.00 pm

Present: Cllr B Brabbs, Cllr P Etherington, Cllr I Horner, Cllr T Kent, Cllr V Lukaniuk,
Cllr P MacLoughlin, Cllr D Palmer, Cllr P Ridgwell, Cllr S Smith, Cllr E Stewart,
Cllr N Vant,

Also Present: 15+ members of the public

1. **APOLOGIES FOR ABSENCE** and approval of reasons tendered.
Cllr R Silvester, Cllr T Simmons, Cllr P Callaghan

2. **DECLARATION OF INTEREST** and additions to Members Register of Interest – None.

3. **TO RECEIVE, CONFIRM AND SIGN MINUTES**
 - Of the Brandon Town Council Meeting of Monday 2nd July 2018.
Proposer: Cllr E Stewart
Seconder: Cllr B Brabbs
Resolution Record No: **BTC/174/3/Sep/18**
CARRIED: By majority vote: 9 for, 2 abstentions

 - BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 2ND JULY 2018 BE APPROVED.

 - Of the Brandon Town Council Cemetery Meeting of Monday 6th August 2018.
Proposer: Cllr I Horner
Seconder: Cllr T Kent
Resolution Record No: **BTC/175/3/Sep/18**
CARRIED: By majority vote: 8 for, 1 abstention

 - BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE CEMETERY MEETING OF MONDAY 6TH AUGUST 2018.

4. **MATTERS ARISING** for information exchange only of the Full Council Meeting of 2nd July.
 - Clerk has received contact from Diocese and a meeting is planned regarding the closed Cemetery.
 - Signal Box situation is now with Network Rail and land owner to agree.
 - Cllr P Ridgwell reported Nine Styles Walk completed.

5. **TO RECEIVE A REPORT FROM RAF LAKENHEATH**
Sqd Leader Neilds reported more exercises planned with visiting Squadron from Italy. Part of Squadron training in Iceland. More road works on A1065 to repair water main.

Signed... PA Etherington

Brandon Town Council
Full Council Meeting
Monday 3rd September 2018

- 6. PUBLIC FORUM** Monthly event limited to 3 minutes duration maximum per resident.
- Mr B Bishop thanks to Cllr D Palmer and Cllr V Lukaniuk regarding concerns about traffic.
 - 9 Styles Walk confirmed passable.
 - Mrs Meadows cemetery progress updated which is still confidential. Cllr T Kent confirmed boundary changed.
 - Mr Maxim tender documents for demolition out for signal box. It will cost many of thousands.
 - Meeting about Crematorium next week.
 - Mrs Medding commented on the state of the Orchard/Victoria Avenue.
 - Mr M Skinner requesting funds for Heritage Centre £1500.
- 7. TO RECEIVE WRITTEN REPORTS** from County and District Councillors, Community Groups Representatives.
Cllr Lukaniuk reported:
- HGV count by Councillor's Lukaniuk and Palmer.
 - Resurfacing at Centre Parc's entrance on the B1106 (Bury Road).
 - Locality funding for Santon Downham Parish Council.
- 8. TO RECEIVE WRITTEN REPORTS** from the Town Clerk and the Chairman's Itinerary.
- The Town Clerk report:- I would welcome Donna to the Old School House staff, providing front of house admin in the afternoons. During the month I was made aware of sickening vandalism to some of the memorials in the Cemetery. Monuments had been broken or felled and markers removed and thrown around the vicinity. I would like to thank Mr Skinner for his very kind assistance in repairing the mindless damage. I am working at improving communication with local companies/suppliers, so we can resource more locally, supporting the local economy. I will be attending three courses run by SALC and will report more on them in coming months.
- The Chairman's Itinerary:- July – Met with Lauren White-Miller (Families & Communities Team Leader, West Suffolk). Visited Crime Crackers. Met with Paula Armenis (Head of Business Services, Empanda) attended GDPR Awareness Seminar at SALC, met with Sharon Fairweather (Market Development Officer, West Suffolk).
- August – Our Old School Cleaning lady, Lisa gave birth to a 7lb 10oz, Ronan. A card and flowers were sent.
- 9. CORRESPONDENCE** was received from:
- Communications Potential – advertising received.
 - Road Safety, Speed and Traffic Manager, Suffolk Highways – automated speed sign will not be maintained – suggested set up of speed watch group.
 - Standards Board ruling on complaint by Cllr Callaghan against Cllr Smith - Cllr Smith apologised.
- 10. URGENT BUSINESS** any items the Chairman considers a matter of urgent business.
- Cllr V Lukaniuk – Parking in Coulson Lane – noted ambulance blocking access to properties.
 - Cllr S Smith – Residents not responsible for issues.
 - Cllr B Brabbs – Parking is a Highways problem.
 - Clerk to write to Poors Estate.

Signed... PAEthenyton

Brandon Town Council
Full Council Meeting
Monday 3rd September 2018

11. ACCOUNTS To approve the payments for July and August 2018.

Proposer: Cllr I Horner

Seconder: Cllr T Kent

Resolution Record No: **BTC/176/3/Sep/18**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE PAYMENTS FOR JULY AND AUGUST 2018.

Date	Total £	Supplier	Chq No	Nett £	VAT £
13.08.18	300.00	TownsWeb Achiving		250.00	50.00
13.08.18	3.96	EU Wiper Blades for Truck		3.30	0.66
13.08.18	34.44	EU Work Wipes		28.70	5.74
31.07.18	12.14	Reimbursement – A Barnes - Truck		10.12	2.02
31.07.18	87.42	Reimbursement – G Cock - Various		86.67	0.75
13.08.18	42.00	Hyprosteps – Repair to mower		35.00	7.00
13.08.18	12.60	Bearing Supplies - Fuses		10.50	2.10
13.08.18	100.17	Finevale - Fuel		83.48	16.69
13.08.18	70.20	Brandon Test Centre – Truck Tyre		58.50	11.70
13.08.18	50.00	J & D Green – Bus Shelters		50.00	0.00
13.08.18	105.55	Arco - Signage		87.96	17.59
13.08.18	18.00	Weeting Tyres – Mower repair		15.00	3.00
13.08.18	2.70	Fengate Fasteners – Yard Consumables		2.25	0.45
13.08.18	90.00	Terry Hawkins Web Site Update		90.00	0.00
13.08.18	48.40	Ian Smith Group – Consumables OSH		40.33	8.07
13.08.18	7.78	Travis Perkins – Yard Consumables		6.48	1.30
13.08.18	41.00	Brandon Test Centre – Truck MOT		41.00	0.00
13.08.18	70.20	Brandon Test Centre – Truck Tyre		58.50	11.70
13.08.18	40.76	Travis Perkins – Yard Consumables		33.97	6.79
13.08.18	16.50	J & D Green – Window Cleaning OSH		16.50	0.00
13.08.18	10.04	Travis Perkins – Yard Consumables		8.37	1.67
13.08.18	22.97	Thetford Garden Centre – Hand Tools		19.15	3.82
13.08.18	122.93	Thetford Garden Centre – Equip Spares		102.45	20.48
13.08.18	497.65	Neopost – Service Agreement		414.71	82.94
13.08.18	108.00	C Whitaker – Consultancy		108.00	0.00
15.08.18	59.98	Thetford Garden Centre. – Weed appl.		48.98	10.00
15.08.18	15.98	Thetford Garden Centre. – Hand Tools		13.32	2.66
16.08.18	30.00	Budget Computers - Repair		30.00	0.00
17.08.18	17.86	Arco – Yard Consumables - Gloves		14.88	2.98
17.08.18	73.90	Arco – Safety Fencing		61.58	12.32
21.08.18	24.55	Arco – Signs yard		20.46	4.09
21.08.18	928.09	HMRC		928.09	0.00
22.08.18	26.97	Reimbursement – G Cock - Various		24.72	2.25
23.08.18	31.14	SPCB - Pro Forma - Broom		25.95	5.19
		Added since print run			
31.08.18	16.50	J & D Green		16.50	0.00
31.08.18	9.73	Travis Perkins		8.11	1.62
31.08.18	168.00	Hyprosteps		140.00	28.00
31.08.18	88.70	Reimbursement G C spares/chair allow.		73.19	14.79
31.08.18	900.00	Creative Pensions - reinstatement		750.00	150.00
31.08.18	83.34	Cooler Aid – Water + Rental		69.45	13.89
13.08.18	67.92	BT	DD	56.60	11.32
13.08.18	50.00	Neopost - Postage	DD	50.00	0.00

Signed... PAEthenston

Brandon Town Council
Full Council Meeting
Monday 3rd September 2018

13.08.18	112.85	EON - OSH	DD	94.04	18.81
13.08.18	15.11	EON - Yard	DD	14.39	0.72
13.08.18	8.17	EON - Xmas Tree	DD	7.78	0.39

12. TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR JULY AND AUGUST

The Income and Expenditure Statement against Budget for June was duly received.

13 RESOLUTION from Cllr E Stewart No. 289

Brandon Community Union would like to donate a defibrillator to Brandon Town Council, to be erected on the outside of the Council Offices, for the use of residents and visitors in Brandon.

Seconder: Cllr S Smith

Resolution Record No: **BTC/177/3/Sep/18**

CARRIED: Unanimous

BRANDON COMMUNITY UNION WOULD LIKE TO DONATE A DEFIBRILLATOR TO BRANDON TOWN COUNCIL, TO BE ERECTED ON THE OUTSIDE OF THE COUNCIL OFFICES, FOR THE USE OF RESIDENTS AND VISITORS IN BRANDON.

14 RESOLUTION from Cllr S Smith No. 290

Brandon Town Council resolves to approve an application to Forest Heath District Council (West Suffolk) for Listed Building Consent to Add a commemorative Plaque to the War Memorial in the Cemetery. The application to be made by the Clerk on behalf of Brandon Town Council and include the correct certificate of ownership.

Seconder: Cllr E Stewart

Resolution Record No: **BTC/178/3/Sep/18**

~~CARRIED: By majority vote: 9 for, 2 against~~ NOT CARRIED: 2 for, 9 against

~~BRANDON TOWN COUNCIL RESOLVES TO APPROVE AN APPLICATION TO FOREST HEATH DISTRICT COUNCIL (WEST SUFFOLK) FOR LISTED BUILDING CONSENT TO ADD A COMMEMORATIVE PLAQUE TO THE WAR MEMORIAL IN THE CEMETERY. THE APPLICATION TO BE MADE BY THE CLERK ON BEHALF OF BRANDON TOWN COUNCIL AND INCLUDE THE CORRECT CERTIFICATE OF OWNERSHIP.~~

15 RESOLUTION from Cllr S Smith No. 291

Brandon Town Council resolves to appoint Cllr Tim Kent as Brandon Town Council's Agent in the planning application to Forest Heath District Council (West Suffolk) for Listed Building Consent to Add a Commemorative Plaque to the War Memorial in the Cemetery.

Seconder: Cllr E Stewart

Proposed amendment from Cllr Kent to add "to continue to allow"

Resolution Record No: **BTC/179/3/Sep/18**

CARRIED: By majority vote: 8 for, 2 against, 1 abstention

Signed... PA Etherington

Brandon Town Council
Full Council Meeting
Monday 3rd September 2018

BRANDON TOWN COUNCIL RESOLVES TO CONTINUE TO ALLOW CLLR TIM KENT TO ACT AS BRANDON TOWN COUNCIL'S AGENT IN THE PLANNING APPLICATION TO FOREST HEATH DISTRICT COUNCIL (WEST SUFFOLK) FOR LISTED BUILDING CONSENT TO ADD A COMMEMORATIVE PLAQUE TO THE WAR MEMORIAL IN THE CEMETERY.

16 RESOLUTION from Cllr P Etherington No. 292

Brandon Town Council resolves to approve the placement of a teak garden bench to the South East of the war memorial in commemoration of WW1 Armistice.

Proposer: Cllr P Etherington

Seconder: Cllr P MacLoughlin

Resolution Record No: **BTC/180/3/Sep/18**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE PLACEMENT OF A TEAK GARDEN BENCH TO THE SOUTH EAST OF THE WAR MEMORIAL IN COMMEMORATION OF WW1 ARMISTICE.

17 RESOLUTION from Cllr P Etherington No. 293

Brandon Town Council resolves to make a S137 donation to Brandon Heritage Centre to cover running costs.

Seconder: Cllr E Stewart

Resolution Record No: **BTC/181/3/Sep/18**

CARRIED: By majority vote : 10 for, 1 Abstention

BRANDON TOWN COUNCIL RESOLVES TO MAKE A S137 DONATION TO BRANDON HERITAGE CENTRE TO COVER RUNNING COSTS.

18 RESOLUTION from Cllr P Etherington No. 294

Brandon Town Council resolves to form a small working party to consider Christmas lighting and Christmas event.

Seconder: Cllr E Stewart

Resolution Record No: **BTC/182/3/Sep/18**

CARRIED: By majority vote: 10 for, 1 against

BRANDON TOWN COUNCIL RESOLVES TO FORM A SMALL WORKING PARTY TO CONSIDER CHRISTMAS LIGHTING AND CHRISTMAS EVENT.

Christmas Lighting and Christmas Event Working Party: GC, PE, DP, PR, ES.

19 ELECTION OF TWO NEW MEMBERS TO PLANNING COMMITTEE

The Council elects Cllr B Brabbs as a member of the Planning Committee.

Signed.....PA Etherington

Brandon Town Council
Full Council Meeting
Monday 3rd September 2018

20 REPORT BACK FROM 2018 FESTIVAL WORKING PARTY

John Maxim is assisting. Meeting to take place

21 TO RECEIVE A REPORT ON RECYCLING from Cllr D Palmer

It is expected that the cost of emptying brown bins will be reduced

22 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 Vant

Seconder: Cllr E Stewart

Resolution Record No: **BTC/183/3/Sep/18**

CARRIED: Unanimous

Signed.....PA Henry Li