

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 8th January 2007
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. A Simmons, Cllr. Mrs M Young, Cllr. Mrs C Arnold.

Also present: Mrs C Mason (Town Clerk) Sgt. Jo Garrard, Inspector Kim Warner, Squadron Leader Paul Harrison and one member of the public.

The meeting commenced at 7.02 pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
Cllr. S Edwards and Cllr. Mrs C Silvester.

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

Resolution Record No. **BTC/109/08/Jan/07**

Of the Full Brandon Town Council Precept Meeting of Monday 27th November 2006 (Public Items) [LGA 1972 Sch.12].

Proposed by Cllr. A Simmons and seconded by Cllr. Mrs S Jureko.

CARRIED: 9 for 1 abstention.

THAT THE MINUTES OF THE BRANDON TOWN COUNCIL PRECEPT MEETING OF MONDAY 27 NOVEMBER 2006 BE ACCEPTED AS A TRUE RECORD.

Of the Full Brandon Town Council Meeting of Monday 4th December 2006 (Public Items) [LGA 1972 Sch.12].

Amendment to minutes: Cllr. Mrs M Young to be added to those present at the meeting.

Resolution Record No. **BTC/110/08/Jan/07**

Proposed by Cllr. A Simmons and seconded by Cllr. Mrs S Jureko.

CARRIED: 9 for 1 abstention.

THAT THE AMENDED MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 4 DECEMBER 2006 BE ACCEPTED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Precept Meeting of Monday 27th November 2006 (Public Items) [LGA 1972 Sch.12] and the Full Brandon Town Council Meeting of Monday 4th December 2006 (Public Items) [LGA 1972 Sch.12].

There were no matters arising.

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

Resolution Record No. **BTC/111/08/Jan/07**

Proposed by Cllr. Mrs M Young and seconded by Cllr. Mrs S Jureko.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

No issues were raised.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

In his short report, Squadron Leader Paul Harrison said ten aircraft had recently been launched from RAF Lakenheath (exercise Red Flag). Unfortunately, due to increased security no advance warning was able to be given.

7. TO RECEIVE A REPORT FROM THE POLICE

The Chairman welcomed Sgt. Jo Garrard and Inspector Kim Warner to the meeting. Safer Neighbourhood Team report: The predominate feature this month was theft from motor vehicles within the Chalk Road, Woodcote Road, St Dominics Drive and Walton Way areas. No dwelling burglaries have been reported. Three Fixed Penalty Notices have been issued for underage drinking. PC Paul Crouch held a well attended street briefing at Thetford Road, Brandon. Another is planned for 11.00am Saturday 13th January 2007 in Tesco's car park. The neighbouring area will be leaflet dropped to encourage members of the public to attend. Questions raised by Members included incident response times and the 40mph speed signs on the A1065 between Brandon and RAF Lakenheath .

Sgt Garrard informed Members she had accepted a new position to project manage the implementation of SNT's across the Western Area and this was to be her last Town Council meeting. On behalf of all Council Members, Cllr. R Silvester thanked Sgt. Garrard for her work within Brandon and wished her every success in her new post. Inspector Kim Warner gave a brief synopsis on forthcoming plans for Brandon. Currently there is 1 Sergeant, 5 Constables and 3 Police Community Support Officers. This will be changing and Brandon SNT will consist of 1 Sergeant, 10 Response Officers and 3 Police Community Support Officers. A/Sgt Keith Grant will be replacing Sgt Garrard in the short term.

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

No reports were available.

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).

None.

10. ACCOUNTS

10.1 Approval of payments : Public Items - December 2006. Discussion permitted upon.

Resolution Record No. **BTC/112/08/Jan/07**

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

CARRIED: Unanimous.

THAT PAYMENTS ON THE LIST SUBMITTED FOR DECEMBER 2006 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Net Total	VAT
Dec 06	3.27	Powergen	3.27	
Dec 06	63.39	Neat Ideas	53.95	9.44
Dec 06	51.09	Neat Ideas	43.48	7.61
Dec 06	122.97	Pearsons (Thetford) (Waste Disposal)	104.65	18.32
Dec 06	59.30	Finevale Service Station	50.47	8.83

Dec 06	75.90	SAGE (Payroll)	64.59	11.31
Dec 06	71.32	Border Building Supplies	60.70	10.62
Dec 06	4.99	Helpdesk Solutions Ltd (Phone User Guide)	4.24	0.75
Dec 06	17.97	Thetford Garden Centre (Leaf Collector)	15.29	2.68
Dec 06	6.00	J & D Green (Window Cleaners)	6.00	
Dec 06	3,431.00	Ray Lake Electical (Christmas Lights)	2,920.00	511.00
Dec 06	146.51	British Gas	139.54	6.97
Dec 06	136.62	British Gas	130.12	6.50
Dec 06	62.51	Viking (Office & Cleaning Supplies)	53.20	62.51
Dec 06	1,018.76	Alfred McAlpine (S/L Knappers Way)	867.03	151.73
Dec 06	113.39	Odlings (Memorial Support)	96.50	16.89
Dec 06	26.94	Vodafone	23.97	2.97
Dec 06	705.00	John Atkins Architect (Old School House)	600.00	105.00
Dec 06	4,785.78	John Atkins Architect (Old School House)	4,073.00	712.78
TOTAL	10,902.71		9,310.00	1,645.91

10.2 Confidential Items – December 2006 (Staff Salaries/Local Gov. Pensions).

Record No. **BTC/113/08/Jan/07**

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

CARRIED: Unanimous.

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

11. TO FORMALLY ACCEPT THE BRANDON TOWN COUNCIL 2007 TO 2008 PRECEPT FIGURE AS FORMULATED AT THE PRECEPT MEETING HELD ON MONDAY 27 NOVEMBER 2006

Resolution Record No. **BTC/114/08/Jan/07**

Proposed by Cllr. N Vant and seconded by Cllr. A Simmons.

CARRIED: Unanimous.

THAT THE BRANDON TOWN COUNCIL PRECEPT ISSUED TO FOREST HEATH DISTRICT COUNCIL BILLING AUTHORITY (IN ACCORDANCE WITH S.41 AND S.50 OF THE LOCAL GOVERNMENT FINANCE ACT 1992) BE SET AT £186,293 [ONE HUNDRED AND EIGHTY SIX THOUSAND, TWO HUNDRED AND NINETY THREE POUNDS] BEING THE BRANDON TOWN COUNCIL BUDGET REQUIREMENT FOR THE FINANCIAL YEAR 2007 TO 2008.

The Precept Notice, for the purpose of the S.41 of the Local Government Finance Act 1992, was completed accordingly and signed by the Chairman Cllr. R Silvester, the Vice Chairman Cllr. Mrs S Jureko, Cllr. N Vant and the Town Clerk Mrs C Mason.

12. STREETLIGHTS

To receive a quotation for an additional street light at Rattlers Road, Brandon.

Resolution Record No. **BTC/115/08/Jan/07**

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

CARRIED: Unanimous.

THAT THE REVISED QUOTATION RECEIVED FROM SUFFOLK COUNTY COUNCIL TO INSTALL AN ADDITIONAL STREETLIGHT BETWEEN THE SHEILING AND NO.1 WALTON WAY, BRANDON, FOR THE SUM OF TWO THOUSAND EIGHT HUNDRED AND THREE POUNDS TWENTY NINE PENCE PLUS VAT IS APPROVED.

13. THE ORCHARD, COULSON LANE, BRANDON

To receive an update on the Orchard Project.

Resolution Record No. **BTC/116/08/Jan/07**

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

CARRIED: 8 for 1 against.

THAT BRANDON TOWN COUNCIL AGREES TO THE APPOINTMENT OF MR JOHN ATKINS, ARCHITECT, AS PROJECT MANAGER TO THE ORCHARD PROJECT.

14. BRANDON STATION

To discuss the implications of additional trains stopping at Brandon Station.

Concerns were voiced that additional trains stopping at Brandon Station would create more delays to traffic at the level crossing. In response, Mr Stephen Dean said it will only be the Cambridge to Norwich trains that will be stopping at the station. The Central trains will continue to go straight through. Cllr. P McLoughlin questioned the length of time the gates were required to be shut. Railtrack to be contacted regarding this issue.

15. SIGNAGE IN BRANDON

To fix a meeting date with Ian Shipp of Forest Heath District Council.

It was suggested this should coincide with the fortnightly planning panel meeting. Members to be advised.

16. CLERK'S MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

No matters were raised.

17. RESOLUTION TO EXCLUDE THE PUBLIC AND THE PRESS:

Resolution Record No. BTC/117/08/Jan/07

Proposed by Cllr. A Simmons 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 8th January 2007 at 7.00pm

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

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

18. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Precept Meeting of Monday 27th November 2006 (Public Items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/118/08/Jan/07**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL PRECEPT MEETING OF MONDAY 27 NOVEMBER 2006 BE ACCEPTED AS A TRUE RECORD.

Of the Full Brandon Town Council Meeting of Monday 4th December 2006 (Public Items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/119/08/Jan/07**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 4 DECEMBER 2006 BE ACCEPTED AS A TRUE RECORD.

19. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Precept Meeting of Monday 27th November 2006 (Public Items) [LGA 1972 Sch.12] and the Full Brandon Town Council Meeting of Monday 4th December 2006 (Public Items) [LGA 1972 Sch.12].

There were no matters arising.

20. CHAIN OF OFFICE

To receive quotations for the new Chain of Office.

Resolution Record No. **BTC/120/08/Jan/07**

CARRIED:

THAT THE QUOTATION OF XXXXXX RECEIVED FROM VAUGHTONS LIMITED FOR A HALLMARKED SILVER GILT CHAIN OF OFFICE BE ACCEPTED.

21. OLD SCHOOL HOUSE

CONFIDENTIAL

22. ENCROACHED LAND

CONFIDENTIAL