

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 7 January 2008
At the Forest School, Bury Road, Brandon

Present: Cllr. S Edwards (in the Chair), Cllr. N Vant, Cllr. P Ridgwell, Cllr. Mrs S Jureko, Cllr. Mrs M Young, Cllr. A Simmons, Cllr. K Butcher, Cllr. D Bimson, Cllr. G Hughes.

Also present: Mrs C Mason (Town Clerk), PC Marie Moore, PCSO Anne Marie-Murkin and later in the meeting RAF Squadron Leader Jerry Neild.

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE

Cllr. R Silvester, Cllr. Mrs C Silvester, Cllr. E Ashley, Cllr. L Jacobs.

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 3 December 2007 (Public items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/100/07/Jan/08**

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

CARRIED: Unanimous.

THAT THE MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 3 DECEMBER 2007 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 3 December 2007 (Public items) [LGA 1972 Sch.12].

a) Garage redevelopments in Brandon: Kings Forest Housing has undertaken a review of the garage sites in its ownership to identify potential sites that could be redeveloped to provide affordable housing for people on Forest Heath District Council's Housing Register. This will involve the demolition of four blocks of garages. Planning applications for two of the sites have recently been submitted to Forest Heath District Council.

b) Emergency Plan: ID photos to be obtained.

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

Resolution Record No. **BTC/101/07/Jan/08**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

No members of the public were present.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

This agenda item was heard later in the meeting.

7. TO RECEIVE A REPORT FROM THE POLICE

The Chairman welcomed PC Marie Moore and PCSO Anne-Marie Murkin to the meeting. Crime figures for the period December 07 to January 08: 5 public order offences, 9 thefts, 6 drug and 6 drink related offences, 1 assault on a police officer, and 1 arrest at the Christmas Lighting Up Ceremony. Safer Neighbour Team projects include issues related to Center Parc, parking concerns at Warren Heath & Knappers Way and the spate of criminal damage within specific areas of the town. Cllr. P Ridgwell asked whether an article could be sent to Brandon Life referring to the security aspect of leaving a car unoccupied whilst the engine is running.

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

District Councillor A Simmons said Forest Heath District Council were presently holding consultation meetings to examine the possibility of implementing drinking bans in troublesome areas.

The meeting was reconvened.

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 2007 Discussion permitted upon.

10.2 Confidential Items – December 2007 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. BTC/102/07/Jan/08

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

CARRIED: Unanimous.

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

Date	Amount	Supplier	Net Total	VAT
Dec-07	1,057.00	Nationwide Service (Surface Coulson Lane)	900.00	157.00
Dec-07	646.25	Lubbock Fine	550.00	96.25
Dec-07	3,534.40	Ray Lake (Christmas Lights)	3,008.00	526.40
Dec-07	293.75	SALC (CILCA Registration)	43.75	250.00
Dec-07	193.00	M. Panks & Sons (Chippings for cemetery)	165.00	28.00
Dec-07	86.46	Finevale Service Station	73.58	12.88
Dec-07	6.00	J & D Green (Window Cleaners)	6.00	
Dec-07	44.14	Neat Ideas	37.57	6.57
Dec-07	27.69	Travis Perkins	23.57	4.12
Dec-07	66.88	Neat Ideas	56.92	9.96
Dec-07	340.75	K B Leach (Hedgecutter)	290.00	50.75
Dec-07	707.56	Alfred McAlpine (Street light. Knappers Way)	602.18	105.38
Dec-07	528.75	Lacy Scott & Knight (Party Wall Survey)	450.00	78.75
Dec-07	30.00	C Mason (Travel)	30.00	
Dec-07	10,636.69	John Atkins	9,052.50	1,584.19
Dec-07	154.04	Canon	131.10	22.94
Dec-07	124.38	British Gas	118.46	5.92

TOTAL 18,477.74

15,538.63 29,39.11

Resolution Record No. **BTC/103/07/Jan/08**

Proposed by Cllr. K Butcher and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT STANDING ORDERS BE SUSPENDED IN ORDER TO RECEIVE A REPORT FROM RAF LAKENHEATH.

Squadron Leader Neild said concerns raised at the previous meeting in relation to tax discs being removed as part of ID procedures, had been passed to the appropriate office. No change to the present system is anticipated.

Warnings have been given to USAF personnel for illegal driving manoeuvres on the A1065. Action will be taken.

Standing orders were reinstated.

11. ALLOTMENTS

Approval to commence initial groundwork before the lease has been signed has been given by the Trustees of the Brandon Remembrance Playing Fields Committee. This will be confirmed in writing. Quotations for fencing and shrubbery are to be obtained.

12. POSSIBLE TWINNING OF BRANDON WITH NEUFCHATEL-HARDELLOT

A response has not yet been received from Neufchatel-Hardelot. Deferred until a future meeting.

13. THETFORD ROAD PLAY AREA

13.1 To adopt the Wicksteed Inspection Report 2007 for the Thetford Road play area.

Resolution Record No. **BTC/104/07/Jan/08**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ADOPTS THE WICKSTEED INSPECTION REPORT 2007 FOR THE THETFORD ROAD PLAY AREA.

13.2 To agree to quotations being sought in relation to issues highlighted in the Inspection Report.

Resolution Record No. **BTC105/07/Jan/08**

Proposed by Cllr. A Simmons and seconded by Cllr. Mrs M Young.

CARRIED: Unanimous.

THAT THIS COUNCIL AGREES TO QUOTATIONS BEING SOUGHT IN RELATION TO ISSUES HIGHLIGHTED IN THE INSPECTION REPORT.

14. SIGNAGE

To select a style for the proposed new 'Welcome to Brandon' signage.

Resolution Record No. **BTC/106/07/Jan/08**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE STYLE OF SIGNAGE RECOMMENDED BY THE SENIOR PLANNER AT FOREST HEATH DISTRICT COUNCIL.

15. RESOLUTION from Cllr. P MacLoughlin. Resolution No. 133:

‘That this Council considers what action should be taken in relation to the derelict wall adjacent to the Church Institute.’

Resolution Record No. **BTC/107/07/Jan/08**

Proposed by Cllr. D Bimson and seconded by Cllr. K Butcher.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL FORMALLY WRITES TO THE CHURCH INSTITUTE MANAGEMENT COMMITTEE AND THE BINGO HALL, POINTING OUT HEALTH & SAFETY ISSUES PERTAINING TO THE DAMAGED WALL ADJOINING THE TWO PROPERTIES.

16. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

Brandon Handicapped Club: Cllr. G Hughes said he intends to make regular visits to the Community Centre to ensure the promised remedial work is carried out by Suffolk County Council.

No other issues were raised.

17. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/108/07/Jan/08**

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

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

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Confidential Minutes
Of the Meeting of the Full Brandon Town Council
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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 Meeting of Monday 3 December 2008.

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

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 3 DECEMBER 2007 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

19. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 3 December 2007.

None.

20. RENOVATION WORK TO THE OLD SCHOOL HOUSE

To receive quotations for removal costs.

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

CARRIED:

THAT THIS COUNCIL ACCEPTS THE QUOTATION RECEIVED FROM ARROWPAK INTERNATIONAL.

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

CARRIED:

THAT BRANDON TOWN COUNCIL MEETS THE REMOVAL COSTS INCURRED BY OUR TENANTS TWR ACCOUNTANTS..

21. APPRAISALS

To agree dates for staff appraisals and salary reviews.

Date agreed as 15 January 2008 at 1.00 pm in the council office.

The meeting terminated at 8.20pm.