

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 9 February 2009
In the Council Chamber, Old School House, Market Hill, Brandon.

Present: Cllr. R Silvester, Cllr. K Butcher, Cllr. G Hughes, Cllr. P Ridgwell, Cllr. A Simmons, Cllr. N Vant, Cllr. P MacLoughlin, Cllr. D Bimson (7.10pm).

Also present: Mrs C Mason (Town Clerk), Cllr. B Bishop, Sgt. Liam Garrard, Matt Hales, Locality Officer, 1 member of the press, 1 members of the public.

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE

Cllr. E Ashley, Cllr. S Edwards, Cllr. S Le Grys, Cllr. L Jacobs, Cllr. Mrs S Jureko.

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 5 January 2009 (Public items) [LGA 1972 Sch.12].

Amendment to minutes: Resolution in agenda item 13 should read..... members of the future Brandon Allotment Society....

Resolution Record No. **BTC/105/09/Feb/09**

Proposed by Cllr. A Simmons and seconded by Cllr. K Butcher.

CARRIED: Unanimous.

THAT THE AMENDED MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5 JANUARY 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 5 February 2009 (Public items) [LGA 1972 Sch.12].

As fees in surrounding areas were significantly less, Cllr. A Simmons felt the 50% increase in allotment fees for the next financial year could not be justified.

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

Resolution Record No. **BTC/106/09/Feb/09**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

A member of the public asked whether the new company on Mundford Road (part of Milbanks) was subject to the same statutory HGV restrictions as required in the original planning documentation. Cllr. Bishop agreed to contact Breckland Council for clarification.

6. TO RECEIVE A REPORT FROM THE POLICE

Figures released for 2008 have shown Brandon to have the lowest crime figures for ten years.

Presently, there is a 37% detection rate for all crimes. Since January there have been 5 burglary dwellings, 2 detected and property recovered. A recent significant disorder on Market Hill has led to 5 arrests. In light of this incident, extra police officers have been deployed in Brandon over the weekend period. Coulson Lane has also seen additional patrols. Only one reported incident in this area since the New Year. A Community Engagement event is planned for Saturday 28 February 2009 at 3.00 pm. Venue: Brandon Leisure Centre.

7. TO RECEIVE A REPORT FROM RAF LAKENHEATH

With no significant issues to report questions were invited. None were raised. An informative RAF Community Engagement presentation is to take place at the Church Institute on the Thursday 12 March 2009 at 2.00pm. Topics to be covered include the role of 56 Squadron, training for pilots, flying operations. All welcome to attend.

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

Cllr. B Bishop's report: Local Government Review : The Boundary Commission has delayed their final recommendations until July 2009. School Organisation Review: Cabinet has decided all middle schools will close. A six weeks consultation period has been agreed. Thetford Road zebra crossing: For additional safety reasons halos have been fitted to the belisha beacons. To prevent parking on the zigzag lines, Suffolk County Council are considering installing bollards either side of the crossing. Market Hill parking: To be addressed when work for the Healthy Living Centre is instigated.

Cllr. A Simmons reported Forest Heath District Council is to increase council tax by 3.9%. He stressed this was the lowest increase in the country.

9. NEW LOCALITY PILOT IN FOREST HEATH

The overall aim of the locality pilot is to improve local services and communication between local people, thereby increasing the percentage of people who feel they have a say in the running of their local area. Partners to include Local County, District and Town Councillors, Suffolk Constabulary, NHS Suffolk, the Local Voluntary and Community Sector and the West Suffolk Local Strategic Partnership. The pilot will be supported and facilitated by the Locality Officer, Matt Hales. A budget level of £100,000 has been approved. Copies of the presentation were circulated.

The meeting was reconvened.

10. BRANDON STATISTICS PRESENTATION BY CLLR. G HUGHES

Joint Strategic Assessment Needs 2008-2011: Cllr. G Hughes asked if two or three members would be willing to compile a list defining specific areas of pronounced deprivation i.e.skills/education/training/housing within Brandon East and Brandon West. This will enable Cllr. Hughes to produce a report and subsequently submit the findings to the relevant authorities.

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

a) Appointment of a temporary part time seasonal town keeper.

Resolution Record No. **BTC/107/09/Feb/09**

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

CARRIED: Unanimous.

THAT (1) AN INTERVIEW PANEL OF THREE COUNCILLORS BE CONVENED TO APPOINT A SUITABLE CANDIDATE FOR THE TEMPORARY PART TIME POST OF SEASONAL ASSISTANT TOWN KEEPER; AND (2) THAT COUNCILLORS SILVESTER, HUGHES, SIMMONS BE APPOINTED TO THE INTERVIEW PANEL.

b) Grit Bins.

Resolution Record No. **BTC/108/09/Feb/09**

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

CARRIED: Unanimous.

THAT THIS COUNCIL AGREES NO FURTHER ACTION IS TAKEN IN RELATION TO THE PURCHASE OF GRIT BINS.

An additional item of urgent business is to be discussed in the confidential section of the meeting.

12. ACCOUNTS

12.1 Approval of payments: Public Items – January 2009. Discussion permitted upon.

12.2 Confidential Items – January 2009. (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/109/09/Feb/09**

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

CARRIED: Unanimous.

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

BRANDON TOWN COUNCIL - ACCOUNTS PUBLIC ITEMS JANUARY 2009 PAYMENTS FOR AUTHORISATION

Date	Amount	Supplier	Net Total	VAT
Jan-09	14.00	J & D Green (Window Cleaner)	14.00	
Jan-09	51.00	Brandon & District Chamber of Trade (Xmas Trees)	51.00	
Jan-09	187.00	SLCC Membership Subscription 2009	187.00	
Jan-09	1,744.88	BDO (Annual Audit)	1,485.00	259.88
Jan-09	364.00	P. M. Robson Funeral Supply	364.00	
Jan-09	59.05	Federation of Burial & Cremation Authorities	55.00	4.05
Jan-09	32.38	Membership	28.16	4.22
Jan-09	49.39	Finevale Service Station	42.94	6.45
Jan-09	120.00	Thetford Garden Centre	120.00	
Jan-09	1,090.20	Reeves Cleaning	948.00	142.20
Jan-09	162.00	Chase Timber Products (TRPA Fence)	162.00	
		P M Robson Funeral Supply		
TOTAL:	3,873.90		3,457.10	416.80

13. SIGNAGE

Resolution Record No. **BTC/110/09/Feb/09**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE PROOF SUBMITTED BY ARMOUR PRODUCTS LIMITED FOR THE NEW BRANDON SIGNAGE.

14. INSURANCE

Resolution Record No. **BTC/111/09/Feb/09**

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

CARRIED: Unanimous.

AS RECOMMENDED BY THE EXTERNAL AUDITOR, BRANDON TOWN COUNCIL AGREES TO SEEK A QUOTATION TO INCREASE THE LEVEL OF FIDELITY INSURANCE FROM TWO HUNDRED AND FIFTY THOUSAND POUNDS TO THREE HUNDRED AND FIFTY THOUSAND POUNDS.

15. APPRAISALS

Date and time agreed as Thursday 19 February 2009 at 2.00pm. Cllrs. Silvester, Simmons, Hughes to conduct the appraisals.

16. STREET LIGHTING

Resolution Record No. **BTC/112/09/Feb/09**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION OF EIGHT HUNDRED AND FORTY SEVEN POUNDS, FORTY-FOUR PENCE PLUS VAT TO REPLACE STREET LIGHTING UNIT 142 AT HERON AVENUE, BRANDON.

Resolution Record No. **BTC/113/09/Feb/09**

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

CARRIED: Unanimous.

THAT SUBJECT TO A MAXIMUM OF FIVE HUNDRED POUNDS PER UNIT, BRANDON TOWN COUNCIL AGREES TO THE UPGRADE OF FOUR EXISTING STREETLIGHTS AT COULSON LANE, BRANDON.

17. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

The Orchard: It was agreed the opening ceremony should not be held in conjunction with the planting of the new fruit trees. A further date to be arranged.

18. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/114/09/Feb/09**

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

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 Brandon Town Council Meeting

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

19. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 5 January 2009.

Resolution Record No. **BTC/115/09/Feb/09**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5 JANUARY 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

20. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 5 January 2009.

None arising.

21. NEW CEMETERY

* Confidential*

22. OFFICE SPACE

No update available from Barker, Storey Matthews.

A matter of urgent business deferred from the public section of the meeting was now heard.

Cllr. P Macloughlin left the meeting at 9.05pm.

11. URGENT BUSINESS – INTERNAL AUDITOR

Resolution Record No. **BTC/117/09/Feb/09**

CARRIED:

* Confidential*

The meeting ended at 9.20 pm.