

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 6th February 2006
At the (New) Forest School, Bury Road, Brandon

Present: The Chairman Cllr. R Silvester, Cllr. N Vant, Cllr. P Ridgwell, Cllr. Mrs S Jureko, Cllr. Mrs M Young, Cllr. P MacLoughlin, Cllr. S Newbon, Cllr. Mrs C Arnold, (7.18pm), Cllr. Mrs C Silvester, Cllr. A Simmons, Cllr. E Ashley (7.10pm).

Also present: Inspector Weeks, Sgt. Jo Garrard, County Councillor Mrs S Vincent, 1 member of the public, Mr John Atkins, Architect, Mrs C Mason (Town Clerk).

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE

Squadron Leader Jo Daniels.

2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS (per Parish Councils code of conduct 2001/Local Government Act 2000).

Cllr. A Simmons declared an interest in Item 13: St. Nicholas Hospice and duly signed the Members Book of Interests. Cllr. S Newbon declared an interest in Item 10.1: Planning Application F/2006/0050/FUL and duly signed the Members Book of Interests.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 9th January 2006 (Public items) [LGA 1972 Sch.12].

An addition to Item 14: The Orchard, Coulson Lane, Brandon. Cllr. N Vant advised the Clerk that the bolts to the first and penultimate section of the new fencing at the Orchard were loose and needed attention.

Resolution Record No. **BTC/205/06/Feb/06**

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

CARRIED: Unanimous.

THAT THE AMENDED MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 9TH JANUARY 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Precept Meeting of Monday 16th January 2006 (Public Items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/206/06/Feb/06**

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

CARRIED: Unanimous.

THAT THE MINUTES OF THE PRECEPT MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 16TH JANUARY 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only.

Of the Full Brandon Town Council Meeting of Monday 9th January 2006 (Public items) [LGA 1972 Sch.12].

None arising.

Of the Full Brandon Town Council Precept Meeting of Monday 16th January 2006 (Public Items) [LGA 1972 Sch.12].

None arising.

Resolution Record No. **BTC/207/06/Feb/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS.

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

A member of the public commented on the extension of speed restrictions on part of the A1065 Brandon Road, Wangford & Brandon. It was confirmed by Cllr. N Vant that an Order for a 40mph Speed Limit for the stretch of road in question has been made by Suffolk County Council and will come into operation on the 31st January 2006.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

No report available. Apologies were received from Squadron Leader Jo Daniels.

7. TO RECEIVE A BI MONTHLY REPORT FROM THE POLICE

Key points raised in the report:

Crime figures in the area from 1st January 2006 are down by 2.4%. There has been one reported house burglary, two thefts from local shops, three incidents of criminal damage to Glade School and a small percentage of walk in thefts on the Brandon industrial estate. Theft /damage to cars is also minimal. Due to the diligence of the Community Support Officers relevant arrests have taken place. To date there have been six crime free days in Brandon since January.

Speed enforcement work is continuing on the Thetford Road, Bury Road and Manor Road. Cllr. Mrs S Jureko highlighted the problem of school runs outside Breckland Middle School when parents bring and collect children.

Cllr. P Ridgwell said he had witnessed motorists ignoring traffic lights at the junction of Rattlers Road and London Road.

In response, Sgt. Garrard said both these issues would be noted and if necessary appropriate action taken.

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

County Councillor Mrs S Vincent said the Government Offices Regional Assembly has given approval for the dualling of the A11. Time scales, however, have yet to be agreed.

Resolution Record No. **BTC/208/06/Feb/06**

Proposed by Cllr. R Silvester and seconded by Cllr. Mrs S Jureko.

CARRIED: Unanimous.

THAT THE MEETING OF THE COUNCIL RECONVENES.

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

Quotations received from EDF Energy for the connection of the two recently installed streetlights at St. Nicholas Walk and George Street.

Resolution Record No. **BTC/209/06/Feb/06**

Proposed by Cllr. Mrs C Arnold and seconded by Cllr. S Newbon.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE CONNECTION QUOTATION OF £1324.00 FOR THE NEW STREET LIGHT AT GEORGE STREET, BRANDON SUBJECT TO A JUSTIFIABLE EXPLANATION OF THE ADDITIONAL WORK CONSIDERED BY EDF ENERGY TO BE REQUIRED. BRANDON TOWN COUNCIL FURTHERMORE APPROVES THE CONNECTION FEE OF £424.00 FOR THE NEW STREETLIGHT AT ST. NICHOLAS WALK.

TOWN CLOCK

Resolution Record No. **BTC/210/06/Feb/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE ANNUAL HONORARIUM PAYMENT OF £75 TO THE TOWN CLOCK KEEPER.

With regard to the repair of the chiming mechanism of the Town Clock Cllr. Mrs M Young said this was in hand and hopefully will be rectified shortly.

Cllr. P MacLoughlin commented on the level of soil contamination at the new housing development on Green Road. In reply, Cllr. Mrs C Arnold said the situation is being strictly controlled and soil tests will need to be carried out.

10. PLANNING APPLICATIONS: Notifications circulated: plans at Meeting.

Cllr. S Newbon having previously declared an interest in Planning Application F/2005/0050/FUL left the meeting.

Resolution Record No. **BTC/211/06/Feb/06**

Proposed by Cllr. R Silvester and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES ENBLOC THE PLANNING APPLICATIONS HEREUNDER DESCRIBED.

F/2005/1016/FUL Re-submission of F/2005/0891/FUL

Erection of first floor extension to rear of existing flat to create an additional flat
3-9 High Street, Brandon

F/2005/1005/OUT Re-submission of F/2005/0130/OUT: Outline application: site for residential development
242 London Road, Brandon

F/2005/1006/FUL Retrospective Application: Demolition of existing side conservatory and erection of side extension
162 London Road, Brandon

F/2006.0016/FUL Conversion of granary building into 2 dwelling units with associated internal alterations
Flint Hall Granary, School Lane, Brandon

F/2006/0050/FUL Erection of a one-and-a-half story dwelling with integral garage (Development Affecting a Public Right of Way)
Site at 'Greenacres' Coulson Lane, Brandon

F/2005/1012/FUL Retrospective application: erection of 6 dwellings (amended design to that approved under planning permission F/2004/0193/RMA), erection of a foul water pumping station, car-parking and associated roadworks
Land off Walton Way, Brandon

F/2006/0012/COU Change of use of ground floor from class A1 (Retail) to Class A2 (Financial and Professional Services)
3-5 High Street, Brandon

F/2006/0043/TPO Removal of epicormic growth to trunk of 1 Oak tree
58 Rattlers Road, Brandon

F/2006/0015/FUL Erection of three motel units and a double garage
Valbri, London Road, Brandon

RECEIVED from BRECKLAND COUNCIL: Planning Permission Granted

3PL/2005/0326/FUL Erection of a new factory with external storage, parking and perimeter wall
Milbank Floors Ltd, Mundford Road, Weeting

DECISIONS and other information from FHDC since 1st January 2006

Planning Applications GRANTED

F/2005/0890/FUL Erection of a one-and-a-half storey dwelling. (Development Affecting a Public Right of Way)
Land adjacent to Greenacres, Coulson Lane, Brandon
Approved with Conditions

F/2005/0847/FUL Erection of a two-storey dwelling and alterations to vehicular access
Land adjacent to 182 London Road, Brandon
Approved with Conditions

F/2005/0824/FUL Replacement of flat roof with pitched roof over existing side extension and garage (Amended Plans received 2.11.05)
14 Woodlands Rise, Brandon
Approved with Conditions

Planning Application REFUSED

Planning Applications WITHDRAWN

F.2005/0910/FUL Erection of 4 bungalows with associated garages and new vehicular access off St. Nicholas Walk (demolition of existing dwelling) (Amended plans received 12th December 2005 – three bedroomed bungalows and garages)
The Larches 159a Thetford Road, Brandon
Withdrawn

TREE PRESERVATION ORDERS / TREE REDUCTION AND REMOVAL.

F/2005/0877/TPO Crown raise by 7 metres and deadwood 1 x Beech tree and fell 1 x Beech tree, 13 Heron Avenue, Brandon

F/2005/0879/TPO Crown lift 7 metres and removal of bough of 1 Horse Chestnut tree,
34 Riverside Way, Brandon
Approved with Conditions

F/2005/0927/TPO Crown lift to 5 metres and a maximum of 10% crown reduction to live
points of 1 x Oak tree, Rear of 11 Rattlers Road, Brandon
Approved with conditions

STREET NAMING AND NUMBERING

None to date.

DELEGATION PLANNING MEETING and case Officer Recommendations

None to date

NOTICES OF PLANNING APPEALS SINCE 1st January 2006

AGENDAS / MINUTES FROM FHDC SINCE 1st January 2006

None to date

11. ACCOUNTS

To receive and approve payments.

11.1 Public Items – January 2006. Discussion permitted upon.

Resolution Record No. **BTC/212/06/Feb/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR JANUARY 2006 [PUBLIC ITEMS]
AND REPRODUCED HEREUNDER IS APPROVED.

| Date | Amount | Supplier | Net Total | VAT |
|-----------------|-----------------|---|-----------------|---------------|
| Jan-06 | 13.98 | Hays (Temp minute taker, office visit) | 11.90 | 2.08 |
| Jan-06 | 1,861.20 | Queensbury Shelters (Erection of bus shelter) | 1,584.00 | 277.20 |
| Jan-06 | 32.66 | Tindalls (ink cartridges) | 27.80 | 4.86 |
| Jan-06 | 68.41 | Finevale (Fuel) | 58.22 | 10.19 |
| Jan-05 | 3.97 | Border Building Supplies (Battery) | 3.38 | 0.59 |
| Jan-06 | 18.44 | Neat Ideas (stationery) | 15.69 | 2.75 |
| Jan-06 | 36.33 | Tindalls (envelopes) | 30.92 | 5.41 |
| Jan-06 | 82.84 | Ray Lake Elec. (extra Christmas light bulbs) | 70.50 | 12.34 |
| Jan-06 | 45.00 | Chamber of Trade (3 x Christmas trees - OSH) | 45.00 | 0.00 |
| Jan-06 | 43.73 | Neat Ideas (stationery) | 37.22 | 6.51 |
| Jan-06 | 6.00 | J & D Green (window cleaner) | 6.00 | 0.00 |
| Jan-06 | 130.43 | Pearsons (rubbish removal & disposal) | 111.00 | 19.43 |
| Jan-06 | 72.54 | Tindalls (stationery) | 61.74 | 10.80 |
| Jan-06 | 143.90 | AFS (settlement on photocopier) | 122.47 | 21.43 |
| Jan-06 | 763.75 | Kester Cunningham John (information) | 650.00 | 113.75 |
| TOTALS : | 3,323.18 | | 2,835.84 | 487.34 |
| Jan-06 | 49.33 | Unicom (phone bill) | 41.98 | 7.35 |
| Jan-06 | 512.31 | A M Government Services Ltd | 436.01 | 76.30 |
| TOTALS: | 3,884.82 | | 3,313.83 | 570.99 |

11.2 Confidential Items – January 2006 (Staff Salaries/Local Gov.Pensions).

Resolution Record No. **BTC/213/06/Feb/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

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

12. TO FORMALLY ADOPT AND SIGN THE BRANDON TOWN COUNCIL PRECEPT DEMAND FOR 2006 TO 2007 AS FORMULATED AT THE PRECEPT MEETING HELD ON MONDAY 16TH JANUARY 2006

Amendment to precept schedule: Cllr. N Vant requested the estimated income for the financial year 2006 to 2007 be included on the precept schedule.

Resolution Record No. **BTC/214/06/Feb/06**

Proposed by Cllr. R Silvester and seconded by Cllr. N Vant.

CARRIED: 9 for 1 against.

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 £178,555 [ONE HUNDRED AND SEVENTY EIGHT THOUSAND, FIVE HUNDRED AND FIFTY FIVE POUNDS] BEING THE BRANDON TOWN COUNCIL BUDGET REQUIREMENT FOR THE 2006 TO 2007 FINANCIAL YEAR.

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

13. RESOLUTION from Cllr. N Vant. Resolution No. 128

‘That this Council approves a further donation of £400 to St Nicholas Hospice.

Cllr. A Simmons having previously declared an interest in this item left the room.

Cllr. N Vant requested ‘further’ be omitted from the Resolution.

Resolution Record No. **BTC/215/06/Feb/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AN IMMEDIATE DONATION OF £400 TO ST. NICHOLAS HOSPICE.

14. CLERK’S MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

Issues raised were noted by the Clerk and will be dealt with accordingly.

15. BRANDON REMEMBRANCE PLAYING FIELD

Provision of allotments: In response to concerns raised by a local resident on the suitability of the proposed site for the allotments i.e. flooding, it was agreed the area should be examined by a small delegation of Councillors and an exploratory hole dug. Findings will be discussed at the next Town Council meeting.

16. CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005

To discuss the adoption of powers available to Town and Parish Councils under the Clean

Neighbourhoods and Environment Act 2005.

Resolution Record No. **BTC/216/06/Feb/06**

Proposed by Cllr. R Silvester and seconded by Cllr. Mrs S Jureko.

CARRIED: 6 for 5 against.

THAT BRANDON TOWN COUNCIL ARE PREPARED TO ENTER INTO FURTHER DISCUSSION WITH FOREST HEATH DISTRICT COUNCIL ON THE ADOPTION OF POWERS AVAILABLE TO TOWN AND PARISH COUNCILS UNDER THE CLEAN NEIGHBOURHOODS AND ENVIRONMENT ACT 2005 AND TO DISCUSS FURTHER THE OPTION TO TAKE OVER THE RESPONSIBILITY FOR THE TOWN'S PUBLIC CONVENIENCE.

17. SPEEDING/PARKING ISSUES IN THE VICINITY OF BRECKLAND MIDDLE SCHOOL, CROWN STREET

To comment on correspondence received from Terry Dodman, SCC Road Safety Officer.

It was agreed to contact Terry Dodman and ascertain whether Breckland Middle School have been approached regarding the implementation of a School Travel Plan.

18. BRANDON TOWN COUNCIL GROUNDWORK SERVICES

To organise a tour for Councillors.

Date arranged for Monday 13th February 2006. To meet at 1pm in the Council Office.

Refreshments will be available. Apologies were given in advance by Cllr. S Newbon, Cllr. P MacLoughlin and Cllr. Mrs S Jureko.

19. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/217/06/Feb/06**

Proposed by Cllr. Mrs C Silvester 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: CONFIDENTIAL MINUTES: QUOTES: STAFFING ISSUES. (Section 100(A) (4) LGA 1972)

N.B. The Public and Press are entitled to return to be told of any Resolutions.

BRANDON TOWN COUNCIL

Confidential Minutes

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 9th January 2006.

Of the Full Brandon Town Council Precept Meeting of Monday 16th January 2006.

Resolution Record No. **BTC/218/06/Feb/06**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 9TH JANUARY 2006 AND THE FULL BRANDON TOWN

COUNCIL PRECEPT MEETING OF MONDAY 16TH JANUARY 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD

21. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 9th January 2006.

Of the Full Brandon Town Council Precept Meeting of Monday 16th January 2006.

None arising.

22. BRANDON TOWN COUNCIL'S MAJOR PROJECTS

22.1 To receive tenders for the remedial work to the Cemetery wall.

Resolution Record No. **BTC/219/06/Feb/06**

CARRIED:

THAT BRANDON TOWN COUNCIL ACCEPT THE TENDER SUBMITTED BY T W BUILDERS FOR THE SUM OF £XXX. IT WAS FURTHERMORE AGREED A CONTINGENCY FUND OF £XXX BE MAINTAINED, IN THE EVENT OF ANY UNFORESEEN PROBLEMS OCCURRING.

23. SEATING

Designated sites for the three additional benches:

Outside No. 151 and 153 Thetford Road.

Outside No. 18 London Road.

Church Road (adjacent ex-parish centre).

24. QUOTATIONS

24.1 To receive quotations for the purchase of a fireproof cabinet.

Resolution Record No. **BTC/220/06/Feb/06**

CARRIED:

THAT ADDITIONAL QUOTATIONS ARE SOUGHT FOR THE PURCHASE OF A SECURITY CABINET, FIRE RATED FOR A PERIOD OF TWO HOURS.

24.2 To receive quotations for the purchase of a Rotary Lawn Mower.

Resolution Record No. **BTC/221/06/Feb/06**

CARRIED:

THAT BRANDON TOWN COUNCIL APPROVE THE QUOTATION SUBMITTED BY LEACH FOR THE SUM OF £XXX FOR THE PURCHASE OF A ROTARY LAWN MOWER.

25. STAFFING

RESOLUTION from the Chairman Cllr. R Silvester. Resolution No. 129

'That Brandon Town Council resolves to increase the number of Town Keepers to three, being one Senior Town Keeper and two Assistant Town Keepers.'

Resolution Record No. **BTC/222/06/Feb/06**

CARRIED:

CONFIDENTIAL

The meeting terminated at 9.35pm.