

Brandon Town Council  
Full Council Meeting  
Monday 5th November 2018

## BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting  
held on Monday 5th November 2018 in the Council Chamber, Old School House,  
Market Hill, Brandon at 7.00pm

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

**Also Present:** 20+ members of the public.

1. **APOLOGIES FOR ABSENCE** and approval of reasons tendered.  
Cllr R Silvester, Cllr S Smith.
2. **DECLARATION OF INTEREST** and additions to Members Register of Interest.  
Cllr P Etherington – Ground Staff.

### 3. TO RECEIVE, CONFIRM AND SIGN MINUTES

- Of the Brandon Town Council Meeting of Monday 1st October 2018.

**Proposer:** Cllr E Stewart

**Seconder:** Cllr N Vant

Resolution Record No: **BTC/196/5/Nov/18**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 1ST OCTOBER 2018 BE APPROVED.

- Of the Brandon Town Council Extraordinary General Meeting of 8th October 2018.

**Proposer:** Cllr E Stewart

**Seconder:** Cllr N Vant

Resolution Record No: **BTC/197/5/Nov/18**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE EXTRAORDINARY GENERAL MEETING OF 8TH OCTOBER 2018 BE APPROVED.

4. **MATTERS ARISING** for information exchange only of the Full Council Meeting of 3rd September.
  - Cllr V Lukaniuk commented on the parking in Coulson Lane – Town Clerk to write to Cllr R Silvester.
  - Thanks should be given to Brandon in Bloom, Alison Barnes and Jenny Brocklehurst for the wonderful floral displays in and around Brandon throughout 2018.

Signed.....

**5 TO RECEIVE A REPORT FROM RAF LAKENHEATH**

Sqd Leader Neilds apologised for the take off recently by two F18 planes flying over Brandon. There would be more flying at night and in clear winter weather slots. The road works have moved from A1065 gate 1. A1112 road works expected to take 20 weeks. F35 project continuing to be ready for arrival of planes at base. Drones noted near Sedge Fen/Mildenhall.

**6 PUBLIC FORUM** Monthly event limited to 3 minutes duration maximum per resident.

- It was queried whether 9 styles Walk is fully accessible.
- Resident queried progress of possible restrictions of HGV's on A1065 through Brandon.
- It was queried whether to rumour that Bury Road doctors practice will be relocated to Church Road.
- Progress on the new Cemetery was requested. The Chair stated that no formal Council announcement can be made at this time. The Council will make Press Release in due course.
- It was commented by many residents that St Peter's Church tower and Cemetery gates look very good.

**7 TO RECEIVE WRITTEN REPORTS** from County and District Councillors, Working Party and Community Groups Representatives.

Reports were received from Cllr D Palmer and recycling documents distributed. A report was also received from Cllr E Stewart on the Brandon Festival progress. Cllr V Lukaniuk also gave his monthly report.

**8 TO RECEIVE WRITTEN REPORTS** from the Town Clerk and the Chairman's Itinerary.  
Reports were received.

**9 CORRESPONDENCE** was received from:

- Highways England Road Closure at Fiveways roundabout was planned for the 9th will now be 16th November between 8am and 6pm.
- Letter of resignation received from Tony Simmons.
- Letter from Cllr S Smith received – complaint re incident at meeting.

**10 URGENT BUSINESS** any items the Chairman considers a matter of urgent business.

Cllr P Callaghan introduction to the new website. Cost savings to be made against current supplier. It needs to be made clear who is going to be trained and authorised to update the website. Proposal to be included on the next Full Council Agenda.

**11 ACCOUNTS** To approve the payments for October 2018 (see attached.)

**Proposer:** Cllr D Palmer

**Seconder:** Cllr T Kent

Resolution Record No: **BTC/198/5/Nov/18**

**CARRIED:** Unanimous

Signed.....

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**BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE PAYMENTS FOR OCTOBER 2018.**

Invoice Date	Invoice No	Supplier	Expcence Type	Nett	VAT	Gross	Payment
14/08/2018	104033	Thetford Garden Centre	Yard Tools	£14.16	£2.83	£16.99	105334
24/09/2018	3754AET133	Travis Perkins	Cemetery paths repair	£9.03	£1.81	£10.84	105335
26/09/2018	3754AET264	Travis Perkins	War Mem. Weed mat.	£19.50	£3.90	£23.40	105335
17/10/2018	3754AEU248	Travis Perkins	Salt for Water Soft. - OSH	£9.24	£1.85	£11.09	105335
24/09/2018	169555	Fengate Fasteners	Yard General Consumables	£28.04	£5.61	£33.65	105336
24/09/2018	169556	Fengate Fasteners	Market Hill repair	£6.00	£1.20	£7.20	105336
25/09/2018	K63887	Ernest Doe	Cemetery Consumables	£12.41	£2.48	£14.89	105337
27/09/2018	K64021	Ernest Doe	Cemetery Consumables	£5.74	£1.15	£6.89	105337
26/09/2018	555642	J & D Green	Cleaning Windows OSH	£16.50	£0.00	£16.50	105338
26/09/2018	20992	Suff. Assn. of Loc. Coun.	SALC Training	£111.00	£22.20	£133.20	105339
11/10/2018	21021	Suff. Assn. of Loc. Coun.	SALC Training	£103.00	£20.60	£123.60	105339
26/09/2018	SB201802829	PKF Littlejohn LLP	External Audit	£600.00	£120.00	£720.00	105340
28/09/2018	100929	Bearing Supplies	Cemetery Consumables	£8.50	£1.70	£10.20	105341
30/09/2018	20180001076	Finevale Service Station	Fuel	£182.35	£36.47	£218.82	105342
10/10/2018	15	Cathy Whitaker	Consultancy x 2	£186.00	£0.00	£186.00	105343
10/10/2018	43418	Chase Timber Products	Gravel Board/Stumps Mem.	£26.24	£5.25	£31.49	105344
10/10/2018	BTC015	Terry Hawkins	Website Update	£90.00	£0.00	£90.00	105345
27/09/2018		A Barnes	Reimbursement	£5.44	£0.00	£5.44	105346
15/10/2018		A Barnes	Reimbursement	£202.43	£26.22	£228.65	105346
31/09/2018		G Cock	Reimbursement	£19.23	£0.00	£19.23	105347
18/10/2018		G Cock	Reimbursement	£147.70	£15.60	£163.30	105347
24/10/2018		G Cock	Reimbursement	£150.00	£30.00	£180.00	105348
22/10/2018	21067	Suff. Assn. of Loc. Coun.	Payroll Service	£185.00	£37.00	£222.00	105349
08/10/2018	8459	Brandon Life Ltd	Advert re Armistice	£67.60	£0.00	£67.60	105350
24/10/2018	4035	Brandon Heating Sers.	Flush Radiators OSH	£120.00	£0.00	£120.00	105351
05/09/2018	104041	Thetford Garden Centre	Cemetery	£15.99	£0.00	£15.99	105352
25/10/2018	171268	Fengate Fasteners		£37.50	£7.50	£45.00	105353
07/08/2018	Q001 PJ	BT	Telephone OSH	£115.31	£23.06	£138.37	Direct Debit
29/09/2018	H164F83514	EON	Cemetery Yard	£31.05	£1.55	£32.60	Direct Debit
29/09/2018	HFF45D48	EON	Christmas Tree Pillar	£14.54	£0.73	£15.27	Direct Debit
07/10/2018	HFF154D15	EON	Old School House	£62.67	£3.13	£65.80	Direct Debit
07/10/2018	H165772E2A	EON	Pillar 8 Market Hill	£11.76	£0.59	£12.35	Direct Debit
07/10/2018	H165772F3E	EON	Pillar 9 Market Hill	£9.41	£0.47	£9.88	Direct Debit
06/10/2018	9734367	Neopost	Postage	£50.00	£0.00	£50.00	Direct Debit
01/10/2018		British Gas	Service	£42.96	£8.59	£51.55	Direct Debit
01/10/2018		Flagship Housing	Garage rent	£127.25	£0.00	£127.25	Direct Debit
29/10/2018	1066401	Forest Heath	Yard Waste	£72.07	£0.00	£72.07	Direct Debit
29/10/2018	1066164	Forest Heath	OSH Waste	£26.52	£0.00	£26.52	Direct Debit
12/10/2018		Brandon Rem. Play	Grant	£12,362.00	£0.00	£12,362.00	BACS
02/10/2018	20155	Creative Auto-enrol	Pension Services	£400.00	£80.00	£480.00	BACS
18/10/2018		Brandon Hert. Centre	Grant	£1,500.00	£0.00	£1,500.00	BACS
22/10/2018		Filmbankmedia	Film Licence	£150.00	£0.00	£150.00	BACS
21/10/2018	M010 GG	BT	Phone Lift Line	£238.20	£31.64	£269.84	BACS
05/10/2018		HMRC	NICS	£688.79	£0.00	£688.79	BACS
25/10/2018	ETUK10187	EasTec UK Ltd	Town Keeper Training	£295.00	£59.00	£354.00	BACS
25/10/2018	ETUK10188	EasTec UK Ltd	Town Keeper Training	£295.00	£59.00	£354.00	BACS

**12 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR OCTOBER**

The Income and Expenditure Statement against Budget for October was received.

Signed.....

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**13 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 B Brabbs

Resolution Record No: **BTC/199/5/Nov/18**

CARRIED: Unanimous

The meeting closed at 9:20pm

Signed.....