

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 6th June 2005
At the (New) Forest School, Bury Road, Brandon

Present: Cllr. Mrs E Milner (in the Chair), Cllr. R Silvester, Cllr. Mrs C Silvester, Cllr. Mrs S Jureko, Cllr. N Vant, Cllr. P Ridgewell, Cllr. S Newbon, Cllr. E. Ashley, Cllr. Mrs C Arnold, Cllr. Mrs M Young, Cllr. S Edwards

Also present: Mrs C Mason (Acting Town Clerk) 1 member of the press, Cllr. Mrs S Vincent, Squadron Leader Jo Daniels, 4 members of the public

The meeting commenced at 7.00pm

1. APOLOGIES FOR ABSENCE

Cllr. P MacLoughlin due to holiday

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

Cllr. S Edwards declared an interest in Item 9.1: Planning Application F/2005/0303/FUL, and duly signed the Members Book of Interests. Cllr. N Vant declared an interest in Item 14: Brandon Town Council Hanging Baskets and duly signed the Members Book of Interests

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

of the Brandon Town Council Full Meeting of Monday 9th May 2005 (Public Items) [LGA 1972 Sch.12]

Resolution Record No: **BTC/027/06/June/05**

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

CARRIED: 8 for 0 against 1 abstention

THAT THE MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 9TH MAY 2005 BE ACCEPTED AND SIGNED AS A TRUE RECORD

4. MATTERS ARISING for information exchange only

Of the Brandon Town Council Full Meeting of Monday 9th May 2005

Due to the unstable condition of the Cemetery wall Cllr. S Newbon requested this matter be given priority status. A surveyor / builder to be instructed forthwith.

Planning Application F/2005/0227/TPO Felling of 1 English Oak tree and 1 Scots Pine 27 Bracken Road, Brandon: Cllr. P Ridgewell informed the meeting all works to the trees have been undertaken.

5. PUBLIC FORUM

Resolution Record No: **BTC/028/06/Jun/05**

Proposed by the Chairman Cllr. Mrs E Milner and seconded by Cllr. Mrs S Jureko

CARRIED: Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS

No issues were raised

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Squadron Leader Jo Daniels focused on the issue of Lords Walk. A local enquiry is to be held into the proposal of the Secretary of State for Transport to make an Order to authorise the stopping up of a length of all purpose highway at Lords Walk, Lakenheath. The inquiry will be held at Lakenheath Peace Memorial Hall, High Street, Lakenheath at 10.00am on Tuesday 5th July 2005. Squadron Leader Jo Daniels urged Brandon Town Council to submit their objections to the Order in writing as soon as possible.

7. TO RECEIVE REPORTS (if any) from County and / or District Councillors
FHDC Cllr. Mr S Edwards informed the meeting that Cllr. B Rutterford is the newly elected Chairman of Forest Heath District Council with Cllr. S Edwards as Vice Chairman

Resolution Record No: **BTC/029/06/Jun/05**

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

CARRIED : Unanimous

THAT THE MEETING OF THE COUNCIL RECONVENES

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

The Chairman Cllr. Mrs E Milner said she had received a letter of resignation from Cllr. Mrs J Ahern (circulated at the meeting). FHDC to be informed directly.

For information only : Brandon & Mildenhall Citizens Advice Bureau AGM to be held on Wednesday 15th June 2005. Cllr Mrs E Milner to attend on behalf of Brandon Town Council.

The Annual Nine Stiles Walk will take place on Friday 1st July 2005. Start time is at 7.00pm. Meeting place is the Kissing Gate off Coulson Lane. A flyer to be sent to local schools inviting parents and children to participate in this enjoyable walk. Everyone welcome. Apologies for his unavailability were given in advance by Cllr. N Vant.

Lords Walk: A letter from Brandon Town Council objecting to the closure of Lords Walk to be sent to the appropriate authority as a matter of urgency.

9. PLANNING APPLICATIONS: Notifications circulated: plans at meeting
Cllr. S Edwards declared and interest in the following item and left the meeting.

9.1 F/2005/0306/FUL Erection of a 1.8 metre high wall/railings and gates. The Flintknappers Public House, 1-3 Market Hill, Brandon (deferred from last meeting)

Resolution Record No: **BTC/030/06/Jun/05**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. S Newbon: That Brandon Town Council has no objections to Planning Application F/2005/0306/FUL

With concerns raised on the proposed height of the wall Cllr. P Ridgewell suggested an amendment to the proposal, duly seconded by Cllr. N Vant: That Brandon Town Council recommends refusal of Planning Application F/2005/0306/FUL on the grounds of the proposed height of the wall

The amendment was **CARRIED** 6 for 2 against 2 abstentions

Resolution Record No: BTC/031/06/Jun/05

THAT BRANDON TOWN COUNCIL OBJECTS TO PLANNING APPLICATION
F/2005/0306/FUL ON THE GROUNDS OF THE PROPOSED HEIGHT OF THE WALL

Resolution Record No: **BTC/032/06/Jun/05**

Proposed by Cllr. S Newbon and seconded by Cllr. R Silvester

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTION TO THE
PLANNING APPLICATIONS HEREUNDER DESCRIBED

F/2005/0386/OUT Outline application: erection of 3 dwellings
Land at 25 Church Road, Brandon
NO OBJECTIONS

F/2005/0387/COU Change of use to a tanning salon & nail bar
45a High Street, Brandon
NO OBJECTIONS

F/2005/0357/FUL Resubmission: erection of front and side extension of detached double
garage
20 Linnet Crescent, Brandon
NO OBJECTIONS

F/2005/0383/FUL Erection of single storey side and rear extensions (demolition of existing
side extension), erection of detached double garage and formation of new vehicular access
193 Thetford Road, Brandon
NO OBJECTIONS

F/2005/0412/FUL Erection of rear conservatory
2 The Paddocks, Brandon
NO OBJECTIONS

F/2005/0415/FUL Installation of a radio base station comprising a 17.5 metre high
telecommunications tower, three antennas, one 300mmdiameter dish antenna, radio
equipment housing ancillary development including perimeter fencing at 2.1 metre high
BMR Car & Van Truck Hire, 31 Putney Close, Brandon
NO OBJECTIONS

9.2 DECISIONS and other information from FHDC since 3rd may 2005

9.2.1 Planning Applications GRANTED

F/2005/0100/FUL Erection of a single storey rear extension
10 Crown Street, Brandon
Approved with conditions

F/2005/0259/FUL Extension of a rear conservatory
5 St Francis Close, Brandon
Approved with conditions

F/2005/0259/FUL Erection of rear conservatory (demolition of existing)
106A London Road, Brandon
Approved with conditions

F/2005/0231/COU Change of use from domestic store to micro-brewery
46 High Street, Brandon
Approve with conditions

F/2005/0227/TPO felling of 1 English Oak and 1 Scots Pine
27 Bracken Rise, Brandon

Approve

F/2005/0318/OUT County Application – new single storey extension together with alterations to existing visitor centre to provide improved facilities including new coffee shop Visitor Centre, Brandon Country Park, Brandon
No objections

F/2005/0327/FUL Erection of a single storey side extension, front porch (demolition of existing side porch) and extension to garage
27 Kestral Drive, Brandon
Approve with conditions

Planning Applications REFUSED

F/2005/0236/COU Change of use from residential to function room (to be used in conjunction with new bowling complex) (Departure from the Development Plan)
Flat 21st Floor, 1 London Road, Brandon

9.2.2 Planning Applications WITHDRAWN

None

9.2.4 Planning DELEGATION PANEL

F/2005/0067/OUT Amended Plans: Outline application: Erection of one dwelling. (Affecting a Public Right of Way)
Land at Coulson Cottage, Coulson Lane, Brandon
RECOMMENDATION: Approve

F/2005/0169/FUL Erection of bungalow on land adjacent to 4 The Hill.
(Development Affecting a Right of Way)
4 the Hill, Brandon
RECOMMENDATION: REFUSE (to be referred to next committee)

F/2005/0318/OUT Resubmission: outline application – erection of two single storey dwellings and one detached garage and alterations to vehicular access (demolition of existing bungalow)
26 Mile End, Brandon
RECOMMENDATION: REFUSE

9.3 TREE PRESERVATION ORDERS/ TREE REDUCTION / REMOVAL

None to date

9.4 STREET NAMING AND NUMBERING

None to date

9.5 DELEGATION PLANNING MEETING Case Officer Recommendations

None to date

9.6 NOTICES OF PLANNING APPEALS SINCE 9TH MAY 2005

None to date

9.7 AGENDAS / MINUTES FROM FHDC since 9th May

None to date

10. ACCOUNTS

To receive and approve payments

10.1 Public items – May 2005

Cllr. P Ridgewell queried the payment of £40 to Kester Cunningham John for the registration of the Lode. No further issues were raised.

Resolution Record No: **BTC/033/06/Jun/05**

Proposed by Cllr. Mrs C Silvester and seconded by Cllr. N Vant

CARRIED: Unanimous

THAT THE PAYMENTS ON THE LIST SUBMITTED FOR MAY 2005 (PUBLIC ITEMS) AND REPRODUCED HEREUNDER ARE APPROVED

Date	Amount	Supplier	Net Total	VAT
May-05	107.67	Border Builders	107.67	
May-05	109.94	Finevale Service Station	96.54	13.40
May-05	6.00	J & Green	6.00	
May-05	293.28	Recroot	249.60	43.68
May-05	357.43	Recroot	304.20	53.23
May-05	357.43	Recroot	304.20	53.23
May-05	357.43	Recroot	304.20	53.23
May-05	30.00	Anglia Plumbing	30.00	
May-05	40.00	Kester Cunningham John	40.00	
May-05	13854.26	Eon Energy (14months)	13,854.26	
May-05	750.00	C. Mason (hrs worked)	750.00	
Totals	15,513.44		16,046.67	216.77
	quarterly	British Gas	DD	quarterly
	quarterly	Anglian Water	DD	quarterly
	538.54	AM Government Services	458.33	80.21
	quarterly	Powergen 20/2 OSH box		
	quarterly	Powergen no27 Street lights		
	quarterly	Powergen no OSH	DD	quarterly
	29.50	Powergen Xmas lights	27.67	1.38
	97.70	Powergen no 51 Cemetery	93.05	4.65
	75.26	Unicom	75.26	11.21
	22.96	FHDC garage rent	19.11	3.85
	24.00	FHDC Rates Cemetery	24.00	
	223.00	FHDC Rates OSH	223.00	
Totals	1,010.51		920.42	101.30

10.2 Confidential items (Staff salaries/Local Gov. Pension):

10.3 To review the end of year accounts

The Chairman Cllr. Mrs E Milner asked these items be moved to the Confidential Agenda

11. APPOINTMENT OF COUNCLLORS TO COMMUNITY GROUPS 2005/2006

11.1 Citizens Advice Bureau : Cllr. R Silvester

11.2 Suffolk Property Review for Brandon Steering Group : Cllr. P Ridgewell

11.3 Forest Heath Crime Reduction Partnership : Cllr. Mrs C Silvester

12. ACCOUNTS FROM CHARITIES AND TRUSTS IN BRANDON

The Clerk reported these had now been received and were available for viewing at the Town Council office

13. TO DISCUSS STANDARDS BOARD FOR ENGLAND CONSULTATION PAPER
(previously circulated)

Resolution Record No: **BTC/034/06/Jun/05**

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

CARRIED : Unanimous

THAT DUE TO THE IMMINENT DEADLINE FOR THE RETURN OF THE CODE OF CONDUCT FOR MEMBERS CONSULTATION PAPER, BRANDON TOWN COUNCIL COMPLETE THE QUESTIONNAIRE AT THE MEETING ENBLOC.

14. BRANDON TOWN COUNCIL HANGING BASKETS

Cllr. N Vant declared an interest in this Item and left the room

Resolution Record No. **BTC/035/06/Jun/05**

Proposed by the Chairman Cllr. Mrs E Milner and seconded by Cllr. R Silvester

CARRIED : Unanimous

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION FROM DIDLINGTON NURSERIES TO SUPPLY 12 FILLED 14 INCH DIAMETER HANGING BASKETS AND TO SUPPLY AND PLANT THE MARKET SQUARE PLANTERS AT A COST OF £396 EXCLUDING VAT

Additionally, Didlington Nurseries have been asked to provide an estimate to supply and plant the Thetford Road, Bury Road and London Road planters.

15. BRANDON TOWN COUNCIL GROUNDWORK SERVICES – Recommendations from the working party, Cllr. R Silvester and Cllr. S Newbon, for new machinery

Equipment required: Ride on Mower : Trailer : Power pruner / hedge attachment : Towbar

With only one quotation received for the Ride on Mower the following prerequisite

Resolution was passed

Resolution Record No. **BTC/036/06/Jun/05**

Proposed by Cllr. S Newbon and seconded by Cllr. R Silvester

CARRIED: 10 for 1 abstention

THAT PROVIDING IT IS LAWFUL TO SET ASIDE STANDING ORDERS AS RECOMMENDED BY SALC, BRANDON TOWN COUNCIL AGREE TO GO AHEAD WITH THE PURCHASE OF THE EQUIPMENT LISTED

16. OUTCOME OF REQUESTS FROM PARISHONERS at the Annual Town Council meeting held on 23rd May 2005

The Chairman Cllr. Mrs E Milner said issues raised by parishioners at the Annual Town meeting and subsequently highlighted by Cllr. Bill Bishop in the Brandon Life are presently being addressed.

Cllr. Mrs C Arnold advised the meeting that the Royal Engineers based at Waterbeach have expressed an interest in assisting with the serious erosion problem presently developing at the Lode. Detailed plans and further information, however, needs to be submitted before the offer can be progressed.

17. TO REVIEW PROGRESS ON THE CONCIL'S MAJOR PROJECTS – No update available

18. RESOLUTION from Councillor Mr N Vant. Resolution No 121

That this Council resolves to instruct the Clerk to produce a monthly log of the Council's instructions issued and action taken, to include items currently outstanding

Resolution Record No. **BTC/037/06/Jun/05**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs E Milner

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL INSTRUCTS THE CLERK TO PRODUCE A MONTHLY LOG OF THE COUNCIL'S INSTRUCTIONS ISSUED AND ACTION TAKEN, TO INCLUDE ITEMS CURRENTLY OUTSTANDING

19. ORCHARD, COULSON LANE, BRANDON – to discuss the wall separating Victoria Avenue from the Bingo Hall car park

It was unanimously agreed ownership of the damaged flint wall needs to be ascertained before any decisions can be made.

CONTINUATION MEETING

Resolution Record No. **BTC/038/06/Jun/05**

Proposed by The Chairman Cllr. Mrs E Milner and seconded by Cllr. R Silvester

CARRIED : Unanimous

THAT THIS MEETING OF THE BRANDON TOWN COUNCIL DEFERS DISCUSSION ON AGENDA ITEMS 20 & 21 AND CONFIDENTIAL AGENDA ITEMS 10.2, 10.3, 25, 26, 27, 28, 29 UNTIL WEDNESDAY 8TH JUNE 2005 AT 7.00PM AT THE OLD SCHOOL HOUSE, MARKET HILL, BRANDON

22. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/039/06/Jun/05**

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

CARRIED : Unanimous

THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW FOR THE FOLLOWING REASONS ; CONFIDENTIAL MINUTES : STAFFING ISSUES QUOTATIONS (Section 100(A)(4) LGA 1972)

BRANDON TOWN COUNCIL

Confidential Minutes

Of the Full Brandon Town Council Meeting

Held on Monday 6th June 2005

At the Old School House, Market Hill, Brandon

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

23. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES –

Of the Full Brandon Town Council meeting of Monday 9th May 2005

Resolution Record No. **BTC/040/06/Jun/05**

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

CARRIED: 9 for 1 against 0 abstentions

24. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Confidential

29. EMPLOYMENT MATTERS

TOWN CLERK

Resolution Record No. **BTC/041/06/Jun/05**

Proposed by Cllr. S Newbon and seconded by Cllr. N Vant

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL ALLOW THE TOWN CLERK MR J P SCOTT AN
ADDITIONAL THREE MONTHS LEAVE BEFORE MAKING THE DECISION TO
PROCEED WITH EARLY RETIREMENT ON THE GROUNDS OF ILL HEALTH

TOWN KEEPER

Resolution Record No. **BTC/042/06/Jun/05**

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

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL AGREE TO THE APPOPINTMENT OF A
TEMPORARY FULL TIME WORKER FOR A PERIOD OF FOUR MONTHS

The Meeting terminated at 10.15pm