

## **BRANDON TOWN COUNCIL**

Minutes of the Full Brandon Town Council Annual General Meeting  
Held on Monday 13 May 2013

In the Council Chamber, The Old School House, Market Hill, Brandon at 7.00pm.

**Present:** Cllr. R Silvester, Cllr. N Vant, Cllr. P Ridgwell, Cllr. I Horner, Cllr. T Simmons, Cllr. S Edwards, Cllr. D Bimson, Cllr. Mrs L Challiss, Cllr. G Hughes, Cllr. K Butcher, Cllr. L Jacobs.

**Also present:** Mrs C Mason (Town Clerk), and twelve members of the public.

The meeting commenced at 7.00pm.

### **PRESENTATION BY RACHAEL MANN, HEAD OF RESOURCES AND PERFORMANCE, FOREST HEATH DISTRICT COUNCIL**

A briefing paper giving an overview of the introduction of the Local Tax Reduction Scheme, changes to discounts to second homes and some empty properties and the associated impact on the tax base used for Council tax setting purposes was circulated at the meeting. A copy of which will be kept on file for future reference.

### **PRESENTATION BY REPRESENTATIVES FROM THE POST OFFICE UNION**

The possible closure of the Ipswich Mail Centre and its proposed relocation to Chelmsford would have a serious detrimental effect on both Brandon residents and businesses. It was agreed to write to Royal Mail asking whether they would be willing to attend a future town council meeting to explain the reasoning behind these proposals.

### **1. ELECTION OF CHAIRMAN AND SIGNING OF THE CHAIRMAN'S DECLARATION OF OFFICE**

Nominations were called for the post of Chairman of Brandon Town Council.

It was proposed by Cllr. N Vant and seconded by Cllr. P Ridgwell that Cllr. R Silvester be elected.

It was proposed by Cllr. D Bimson and seconded by Cllr. K Butcher that Cllr. T Simmons be elected.

By written ballot the following votes were recorded: Cllr. R Silvester 6 votes, Cllr. T Simmons 5 votes.

Resolution Record No. **BTC/01/13/May/13**

**CARRIED:** By majority vote.

**THAT COUNCILLOR REG SILVESTER BE ELECTED CHAIRMAN OF BRANDON TOWN COUNCIL FOR THE YEAR 2013/14.**

Cllr. R Silvester thanked members for their continued support. The Chairman's Declaration of Acceptance of Office was duly signed.

### **2. ELECTION OF VICE-CHAIRMAN**

The Chairman called for nominations for the post of Vice-Chairman of Brandon Town Council.

Proposed by Cllr. D Bimson and seconded by Cllr. T Simmons that Cllr. S Edwards be elected Vice-Chairman of Brandon Town Council.

There were no further nominations.

Resolution Record No. **BTC/02/13/May/13**

**CARRIED:** Unanimous.

THAT COUNCILLOR STEPHEN EDWARDS BE ELECTED VICE-CHAIRMAN OF BRANDON TOWN COUNCIL FOR THE YEAR 2013/14.

### 3. APOLOGIES

Cllr. P MacLoughlin, Cllr. R Crowther, Cllr. M Skinner.

### 4. DECLARATIONS OF INTEREST and additions to Members Register of Interests.

Cllr. D Bimson, Cllr. S Edwards, Cllr. K Butcher declared an interest in agenda item 5: Appointment of Councillors to Community Groups, Heritage Centre. The Declaration of Interests Book was duly signed.

Agenda item 10 was now heard.

### 10. TO RECEIVE A REPORT FROM THE POLICE/ RAF LAKENHEATH

Crime figures for the period 10 April 2013 to 10 May 2013 were circulated at the meeting. There were 40 recorded crimes within this time. The same period last year saw 68 crimes recorded. This is a decrease of 41%.

Squadron Leader Neilds advised members that owing to budget constraints, the 4 July Celebrations have been cancelled; there will be reduced flying until September. Questions were invited.

### 5. APPOINTMENT OF COUNCILLORS TO COMMUNITY GROUPS 2013/14

Citizens Advice Bureau	Cllr T Simmons
Brandon Heritage Centre	Cllr R Silvester, Cllr M Skinner
Brandon Neighbourhood Watch	Cllr P Ridgwell
Brandon Remembrance Playing Field	Cllr P MacLoughlin, Cllr Mrs L Challis
Community Association Representative	Cllr G Hughes
Public Transport Liaison Officer	Cllr P Ridgwell
FHDC Health Forum	Cllr. L Jacobs
Suffolk Association of Local Councils	Cllr G Hughes, Cllr T Simmons
Brandon Poor's Estate	Cllr D Bimson, Cllr L Jacobs
Atmere & Lingheath Trust Charities	Cllr N Vant, Cllr R Silvester
Brandon Country Park	Cllr D Bimson
Brandon Voluntary Forum	Cllr G Hughes
Brandon Website	Cllr N Vant
Brandon Allotments	Cllr T Simmons
Safer Neighbourhood Team	Cllr G Hughes

### 6. REPRESENTATIVES FOR BRANDON TOWN COUNCIL COMMITTEES 2013/2014

East Ward Lighting Working Party	Cllr P MacLoughlin, Cllr P Ridgwell, Cllr R Silvester
West Ward Lighting Working Party	Cllr R Crowther, Cllr D Bimson, Cllr G Hughes
Brandon Town Council Cemetery Committee	The Full Council
Planning Panel	Cllr G Hughes, Cllr L Jacobs, Cllr P Ridgwell, Cllr R Silvester, Cllr T Simmons, Cllr. M Skinner
Emergency Panel	Cllr G Hughes, Cllr T Simmons, Cllr Mrs L Chaliss, Cllr D Bimson, Cllr K Butcher
Media Committee	Cllr T Simmons, Cllr R Crowther, Cllr G Hughes
Events Working Group	Cllr M Skinner, Cllr R Crowther, Cllr Mrs L Challis, Cllr. T Simmons, Cllr. I Horner
New Cemetery Working Group	Cllr. R Silvester, Cllr. G Hughes, Cllr. T Simmons

Resolution Record No. **BTC/03/13/May/13**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS 5 & 6 EN-BLOC.

**7. TO RECEIVE, CONFIRM AND SIGN MINUTES**

Of the Brandon Town Council Meeting of Monday 8 April 2013.

Amendment to minutes: Agenda item 7: should read ... the B1106 will be closed.

Resolution Record No. **BTC/04/13/May/13**

Proposed by Cllr. T Simmons and seconded by Cllr. D Bimson.

**CARRIED:** Unanimous.

THAT THE AMENDED MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 8 APRIL 2013 BE ACCEPTED AS A TRUE RECORD.

**8. MATTERS ARISING** for information exchange only

Of the Brandon Town Council Meeting of Monday 8 April 2013.

Cllr. I Horner expressed concern over the 6.00pm start of the public meeting arranged by Network Rail on the 7 June to discuss the level crossing issues.

Prior to leaving the meeting (8.10pm), Cllr. G Hughes informed members target dates for Superfast Broadband have been set for the end of May.

**9. PUBLIC FORUM** – Monthly event limited to 3 minutes duration maximum per resident relating to public agenda items.

Resolution Record No. **BTC/05/13/May/13**

Proposed by Cllr. D Bimson and seconded by Cllr. I Horner.

**CARRIED:** Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Matters raised by members of the public included the overgrown hedge at one end of the closed cemetery wall; additional security fencing for the allotment site; grass cutting near to Victoria Avenue; unsafe wall at Coulson Lane; successful parking fine appeal against Aldi; the lack of yellow hatching in White Hart Lane, on-going negotiations for the adoption of Millers Lane.

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

No reports given. Cllr. P Ridgwell enquired why the Heritage Centre was not receiving business rate relief. In response, Cllr. S Edwards said forms had been sent but not returned. (SE to check).

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

Resolution Record No. **BTC/06/13/May/13**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL WRITES OFFICIALLY TO ROYAL MAIL REGARDING THE POSSIBLE CLOSURE OF THE IPSWICH MAIL CENTRE EMPHASISING THE DETRIMENTAL EFFECT THIS PROPOSAL WOULD HAVE ON LOCAL BUSINESSES.

**13. ACCOUNTS**

13.1 To approve April 2013 accounts.

Resolution Record No. **BTC/07/13/May/13**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE APRIL 2013 ACCOUNTS FOR PAYMENT.

Date	Amount	Supplier	Net Total	VAT
May-13	994.00	Suffolk Association of Local Councils	994.00	
May-13	1,371.00	SCC S/L Robin Walk, Tower Close	1,142.50	228.50
May-13	68.00	J & D Green	68.00	
May-13	129.27	Finevale Service Station	107.73	21.54
May-13	156.44	Lyreco UK Limited	130.37	26.07
May-13	337.68	Hyprosteps Limited (Various metal work)	281.40	56.28
May-13	90.00	ICCM	90.00	
May-13	30.00	Multisigns Limited	25.00	5.00
May-13	291.72	Brunning Electrical Services	243.10	48.62
May-13	7.80	Cooleraid Limited	6.50	1.30
May-13	82.80	SLCC Enterprises Limited	69.00	13.80
May-13	184.00	Forest Heath District Council Trade Refuse	184.00	
May-13	33.35	Ian Smith Office Supplies Ltd	27.79	5.56
May-13	92.44	Neopost Limited	77.03	15.41
May-13	7.20	Fengate Fasteners Limited	6.00	1.20
May-13	10.34	Travis Perkins	8.62	1.72
May-13	39.94	Brandon Pat Testing	34.94	
May-13	76.00	Dave Palmer Electrical Engineering	76.00	
<b>TOTAL:</b>	<b>4,001.98</b>		<b>3,571.98</b>	<b>425.00</b>

13.2 To receive a request for funding from a) The Voluntary Network b) Brandon Seniors

Club

c) The Heritage Centre d) Brandon Neighbourhood Watch.

Resolution Record No. **BTC/08/13/May/13**

Proposed by Cllr. P Ridgwell and seconded by Cllr. R Silvester.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES A S137 DONATION OF TWO HUNDRED POUNDS TO BRANDON NEIGHBOURHOOD WATCH. A COPY OF ACCOUNTS TO BE REQUESTED FROM THE VOLUNTARY NETWORK, BRANDON SENIORS CLUB AND THE HERITAGE CENTRE PRIOR TO ANY FURTHER DISCUSSION.

**14. BRANDON CARNIVAL**

Cllr. T Simmons, Cllr. I Horner, Mrs B Harding agreed to volunteer for marshalling duties at the Brandon Carnival.

Cllr. L Jacobs left the meeting at 8.40pm.

**15. CEMETERY BOUNDARY WALL**

Representatives from the Diocese have requested a site visit on the 12 June to ascertain the repairs required to the old cemetery wall.

**16. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

Resolution Record No. **BTC/09/13/May/13**

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

**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: CONTRACT.*

The meeting closed at 8.55pm