

# **BRANDON TOWN COUNCIL**

## **Minutes of a Meeting of the Full Town Council**

Monday 04 February 2002 at 7:00 pm at Community Centre, Bury Road, Brandon

**Present:** Cllr A P Saxby (Chairman), Cllr E V Ashley, Cllr P S Baldwin, Cllr Ms J S Bourton, Cllr S J Edwards, Cllr Mrs S Jureko, Cllr R Silvester, Cllr A Thorne and Cllr N A Vant.

**Also Present:** Mrs L S Sherer (Town Clerk); Sqd Ldr M Turner (RAF Lakenheath); members of the Public.

### **1. SUSPENSION OF STANDING ORDER NO. 1**

To allow the Meeting to commence at 7:00 p.m. Proposed : Cllr Thorne; seconded : Cllr Mrs Jureko; CARRIED : unanimous. Resolution Record No: **BTC46/04/Feb/02**: THAT STANDING ORDER NO. 1 BE SUSPENDED.

### **2. APOLOGIES FOR ABSENCE**

Cllrs Mrs J A Ahern, Mrs S P Hufton, Mrs S M Jones-Weetman, Mrs E Milner and B D Weetman.

### **3. DECLARATIONS OF INTEREST**

Cllrs Saxby (Chairman) and Vant declared an interest in Agenda Item 27. PriceWaterhouseCooper. Cllr Silvester declared an interest in Brandon Remembrance Playing Fields, sought permission to remain and speak to the Meeting, agreed NOT to vote on this item within the Precept. Permission granted.

### **4. RESOLUTION RECORD NO. BTC47/04/Feb/02 RE STANDING ORDERS**

Voting took place on Resolution tabled as No. 81, deferred from 07 January 2002 Meeting, under Standing order No. 75. Proposed : Cllr Mrs Ahern; seconded : Cllr Mrs Jureko; CARRIED : unanimously. Resolution Record No. **BTC47/04/Feb/02**: THAT THE TOWN COUNCIL CHANGES STANDING ORDER NO. 1 IN ORDER THAT FULL COUNCIL MEETINGS CAN COMMENCE AT 7:00 P.M.

### **5. REPORT FROM RAF LAKENHEATH - RAF SQD LDR M TURNER**

Standing Orders were briefly suspended to allow Sqd Ldr Turner to present his report to the Meeting. He explained that additional traffic congestion on the A1065, over the past two/three weeks, had been caused by staff being called in for NATO Exercises in the wake of September 11. It was hoped that this would now ease. However, future delays were anticipated because of extra construction traffic entering the base. The Town Clerk reported numerous complaints from Brandon residents and Cllr Ashley queried the re-opening of the Lords Walk section. Sqd Ldr Turner fully understood the Town Council's concerns, but explained that the RAF does not have control over construction traffic and its associated problems. The Chairman thanked Sqd Ldr Turner for his time.

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### **6. REPORT FROM THE POLICE**

The Beat Officer, Constable Keith Grant, had provided a written report which was circulated to all Councillors. Figures hereunder for information :

71 crimes reported between 01 Jan 02 and 29 Jan 02 of which 21.12% detected

1 speed traffic check between Oct 01 and Dec 01 with no perpetrators recorded

Continued use of Market Hill/Stores Street as a “short cut” has produced numerous Fixed Penalty Tickets and will continue to be enforced by the Police. (This action received the approval of the Town Council).

## **7. REPORT FROM COUNTY COUNCILLOR**

Although unable to attend the Full Town Council Meeting, Cllr Bill Bishop had provided a verbal report to the Town Clerk during the daytime. He was particularly keen to seek input from Councillors and to assure them that they would be involved in the decision-making process within the Suffolk Property Review for Brandon. He would be able to attend the next Full Town Council Meeting.

## **8. REPORT FROM DISTRICT COUNCILLORS**

Both District Councillors Silvester and Edwards were present and took questions from Town Councillors. Cllr Edwards had attended the FHDC Community Services Committee on 21 January 2002. He was pleased to report that various groups had been able to commit funding to Brandon’s Conservation Area/Market Hill/High Street future development over a period of three years and, when taken in conjunction with the Market Towns’ Initiative, could lead to an investment in the region of £242,000 over the three-year period. He stressed that public consultation would take place before any plans were finalized.

## **9. CHAIRMAN’S URGENT BUSINESS SECTION 100(B)(4)(16) OF LGA 1972**

None tabled at this meeting.

## **10. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

Cllr Ms Bourton noted that the Keystone and former Thetford Partnership organizations are now one and the same and this was duly noted in the Minutes.

Proposed: Cllr Mrs Jureko; seconded: Cllr Ms Bourton; CARRIED: unanimous. Resolution Record No: **BTC48/04/Feb/02** : THAT THE MINUTES OF THE FULL TOWN COUNCIL MEETING OF MONDAY 24 SEPTEMBER 2001 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

Proposed: Cllr Vant; seconded: Cllr Mrs Jureko; CARRIED: unanimous. Resolution Record No: **BTC49/04/Feb/02** : THAT THE MINUTES OF THE FULL TOWN COUNCIL MEETING OF MONDAY 07 JANUARY 2002 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

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Proposed: Cllr Vant; seconded: Cllr Thorne; CARRIED: unanimous. Resolution Record No: **BTC50/04/Feb/02** : THAT THE MINUTES OF THE FULL TOWN COUNCIL PRECEPT MEETING OF MONDAY 21 JANUARY 2002 BE ACCEPTED AND SIGNED AS A

TRUE RECORD.

Proposed: Cllr Mrs Jureko; seconded: Cllr Vant; CARRIED: unanimous. Resolution Record No: **BTC51/04/Feb/02** : THAT THE MINUTES OF THE STAFFING AND PERSONNEL COMMITTEE MEETING OF MONDAY 21 JANUARY 2002 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

Proposed: Cllr Thorne; seconded: Cllr Baldwin; CARRIED: unanimous. Resolution Record No: **BTC52/04/Feb/02** : THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING OF MONDAY 21 JANUARY 2002 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

In relation to the Minutes of the Full Town Council Meeting of Monday 01 October 2001, the Chairman reminded Councillors that handwritten notes had previously been circulated as an "aide-memoir". However, because of the extended sick leave and subsequent resignation of the former Clerk, the notes had not been typed and presented to Council as a set of Minutes. The Chairman suggested that he prepare a set of typed notes, for discussion purposes and input from those individual Councillors who were present at the meeting in question. Cllr Silvester agreed with this suggestion and felt that all Councillors should be able to pick out the main items, from their own recollections of the meeting and bring these back to the table, for the Full Town Council Meeting, on 04 March 2002.

#### **11. MATTERS ARISING FROM MINUTES**

Full Town Council Minutes : Monday 24 September 2001 - NONE; Monday 07 January 2002 - NONE; Monday 21 January 2002 - NONE; Committee Minutes : Staffing & Personnel Monday 21 January 2002 - NONE in the Public section; Finance Committee Monday 21 January 2002 - NONE in the Public section.

#### **12. PLANNING APPLICATIONS**

Decisions from Brandon Full Town Council meeting of Monday 04 February 2002:  
**F/2002/015 : Land off Waltons Way, Brandon.** Resubmission : Outline application - Erection of 31 dwellings with Garages, Estate Roads and ancillary works (Major Development) for L D Bloom & Son Ltd, Ipswich. Resolved : **\*\*\* OBJECTION \*\*\***  
Objection on the following grounds :

(A) THAT THIS DEVELOPMENT WILL INCREASE THE POPULATION OF BRANDON WHILST SERVICES ARE ALREADY OVERSTRETCHED AND THIS DEVELOPMENT WILL FURTHER COMPOUND THE PROBLEMS ALREADY CAUSED BY THE RECENT LOSS OF THE DOCTORS' SURGERY, HIGH STREET, BRANDON.

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(B) THAT A LETTER OF COMPLAINT HAS BEEN RECEIVED FROM A RESIDENT IN THIS REGARD.

Cllr Vant stated that he agreed with the letter from a resident, Mrs B Levis, and stressed that, whilst services in the town decline, its population is actually increasing because of the

building of new developments such as this. He wished to have his vote against such a proposal recorded, for this reason.

Cllr Silvester pointed out that these reasons, whilst valid, were technically not grounds for refusal of Planning Applications. He outlined some of the past history of this Application, from knowledge gained as a District Councillor for the Forest Heath District.

Proposed: Cllr Vant; seconded : Cllr Thorne; CARRIED : 8 for, 1 against (named Cllr Vant), 0 abstentions. Resolution Record No. BTC53/04/Feb/02 : THAT THE BRANDON TOWN COUNCIL OBJECTS TO THE PLANNING APPLICATION F/2002/015 ON THE GROUNDS THAT IT WILL FURTHER INCREASE THE POPULATION OF BRANDON AT A TIME WHEN SERVICES TO THE TOWN ARE VISIBLY DECLINING.

**F/2002/027 : 4 St Francis Close, Brandon.** Replacement of roof providing first floor accommodation for Mr A J King. Resolved : **NO OBJECTION**

**F/2002/030 : 75 St Benedicts Road, Brandon.** Single-storey side extension for Mr Reginald Dopson. Resolved : **NO OBJECTION**

**F/2002/037 : 130 London Road, Brandon.** Widening of vehicular access for Mr Colin Graham. Resolved : **NO OBJECTION**

**F/2002/053 : 195 Thetford Road, Brandon.** Erection of single-storey front and side extension for Ms Joanne Norris. Resolved : **NO OBJECTION**

**F/2002/064 : 246 London Road, Brandon.** Land to rear with access of Queens Road. Erection of one dwelling, garage and formation of access for Mr & Mrs P Cash. Resolved : **NO OBJECTION**

Proposed: Cllr Mrs Jureko; seconded : Cllr Silvester; CARRIED : 8 for, 1 against, 0 abstentions. Resolution Record No. **BTC54/04/Feb/02** : THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTION TO PLANNING APPLICATIONS F/2002/027, 030, 037, 053 AND 064 AS LISTED ABOVE.

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### **13. APPROVAL OF ACCOUNTS FOR PAYMENT - PUBLIC ITEMS**

January 2002 Accounts under Resolution Record No. **BTC55/04/Feb/02**.

Cllr Ms Bourton queried payment no. 229 Thain Wildbur Rolph and the Town Clerk explained that this referred to their charges for Salary and Payroll preparation, during the interim period, between Town Clerk appointments. Proposed : Cllr Baldwin; seconded : Cllr Vant; CARRIED : 8 for, 1 against, 0 abstentions. THAT THE PAYMENTS LIST SUBMITTED FOR JANUARY 2002 BE APPROVED AS LISTED HEREUNDER.

### **CHEQUES FOR AUTHORIZATION 04 FEBRUARY 2002 FULL TOWN COUNCIL MEETING**

Pay No.	Date	Chq Amount	Supplier	No.	Net Total	VAT
220	Jan-07	£89.99	DMC Mobile Tel	449	£76.65	£13.34
221	Jan-09	£60.00	Rudlings & Wake.	450	£60.00	£0.00
222	Jan-18	£47.68	Post/petty cash	451	£47.68	£0.00
223	Jan-25	£46.99	Canon P/copies	452	£39.99	£7.00
224	Jan-25	£125.88	British Gas	453	£119.89	£5.99
225	Jan-25	£100.00	B. Heritage Cent.	454	£100.00	£0.00
226	Jan-25	£191.70	Shaw & Sons	455	£163.00	£28.70
227	Jan-25	£12.00	J & D Green	456	£12.00	£0.00
228	Jan-25	£757.88	East Cont L.136	457	£645.00	£112.88
229	Jan-25	£176.25	Thain Wildbur	458	£150.00	£26.25
230	Jan-25	£479.18	East Cont Jan.02	459	£407.81	£71.37
231	Jan-25	£679.02	J Powell & Son	460	£577.90	£101.12
232	Jan-25	£46.00	Post/petty cash	461	£46.00	£0.00
233	Jan-31	£457.28	J Powell & Son	462	£389.18	£68.10
234	Jan-31	£211.50	Rudlings & Wake.	463	£180.00	£31.50
235	Jan-31	£5,420.94	B.Rememb.P F	464	£5,420.94	£0.00
236	Jan-31	£742.40	SCC Water OSH	465	£742.40	£0.00
237	Jan-04	£20.20	FHDC Garage	DD	£17.20	£3.00
238	Jan-14	£929.34	TXU Energi Elec.	DD	£790.93	£138.41
239	Jan-17	£18.00	FHDC Rates	DD	£18.00	£0.00
240	Jan-17	<u>£281.00</u>	FHDC Rates	DD	<u>£281.00</u>	<u>£0.00</u>
Total c/f		£10,893.23			£10,285.57	£607.66

N.B. CHEQUES 102445 and 102447 cancelled from 07 Jan 02 list  
COST of new Mobile was £99.99 so £10 from petty cash.

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#### 14. APPOINTMENT OF COUNCIL'S REPRESENTATIVES - VARIOUS

Proposed : Cllr Mrs Jureko; seconded : Cllr Baldwin; CARRIED : 8 for, 0 against, 0 abstentions (1 not voted). Resolution Record No. **BTC56/04/Feb/02** : THAT CLLR ANDREW THORNE BE NOMINATED AS BRANDON TOWN COUNCIL'S REPRESENTATIVE TO THE FOREST HEATH DISTRICT COUNCIL HEALTH IMPROVEMENT FORUM.

Proposed : Cllr Silvester; seconded : Cllr Ms Bourton; CARRIED : unanimous. Resolution Record No. **BTC57/04/Feb/02** : THAT CLLR ANDREW THORNE, CHAIRMAN OF HEALTH & SAFETY COMMITTEE AND MRS LINDA SHERER, TOWN CLERK, BE NOMINATED AS BRANDON TOWN COUNCIL'S REPRESENTATIVES ON THE RISK ASSESSMENT SEMINAR SCHEDULED FOR 10 APRIL 2002 AT A COST OF £15 PER PERSON.

Details of Distraction Burglary Seminars throughout Suffolk had previously been circulated to all Councillors.

### **15. THE LINGHEATH TRUST AND NOMINATIVE TRUSTEES THEREON**

A letter from the Town Council's Solicitors, Messrs Rudlings and Wakelam, had previously been circulated to Councillors, in which general advice had been given in relation to The Lingheath Trust and Nominative Trustees thereon. Cllr Vant wished to point out that p.2 para 2 of that letter contained an inaccuracy, in that it was clear when the error had been recognised - he had raised this mistake in May 1999. He felt that p.2 points 1 - 5 were correct and agreed with the Solicitors' opinion that the Town Council's appointments, of both Cllrs Mrs Jones-Weetman and Vant as Town Council's Representatives to the Lingheath Trust, were valid. An amendment was made to the proposal to request Council's Solicitors to write to the Lingheath Trust. Proposed : Cllr Baldwin; seconded : Cllr Ms Bourton; CARRIED : unanimous. Resolution Record No. **BTC58/04/Feb/02** : THAT THE TOWN CLERK WRITES TO THE LINGHEATH TRUST EXPLAINING BRANDON TOWN COUNCIL'S POSITION AGAIN IN RELATION TO ITS TRUSTEES ON THE LINGHEATH TRUST AND ENCLOSING A COPY OF THE LETTER FROM RUDLINGS AND WAKELAM, IN THIS REGARD, BY WAY OF CONFIRMATION.

### **16. LETTER OF COMPLAINT FROM CLLR MS BOURTON**

In the absence of Cllr Weetman, because of a prolonged period of ill health, Cllr Ms Bourton requested that this item be placed on the Agenda for the next Full Town Council Meeting scheduled for Monday 04 March 2002.

### **17. SETTING OF PRECEPT FOR BRANDON TOWN 2002/2003**

The Chairman read out the full wording of the Precept Demand, which was to be served upon the Billing Authority, namely Forest Heath District Council, for the Financial Year 2002/2003 as required under Section 41 of the Local Government Act 1972.

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The exact figure had previously been discussed at Finance Committee, of 04 February 2002, and various reductions had been made to items within the Precept in order to reduce the total amount. Therefore the actual increase had been reduced to 3.83% overall. Proposed : Cllr Thorne; seconded : Cllr Silvester; CARRIED : 8 for, 0 against, 0 abstentions (1 did not vote). Resolution Record No. **BTC59/04/Feb/02** : THAT THE BRANDON TOWN COUNCIL PRECEPT ISSUED TO FOREST HEATH DISTRICT COUNCIL AS BILLING AUTHORITY FOR THE FINANCIAL YEAR 2002/2003 UNDER S.41 OF LGA 1972 BE SET AT £132,323 [ONE HUNDRED AND THIRTY-TWO THOUSAND THREE HUNDRED AND TWENTY-THREE POUNDS STERLING].

### **18. THETFORD ROAD PLAY AREA PROJECT FUTURE DEVELOPMENT**

It was agreed that three quotations should be obtained, in accordance with Council's Standing Orders, for the final stage of this project. Proposed : Cllr Vant; seconded : Cllr Thorne; CARRIED : unanimous. Resolution Record No. **BTC60/04/Feb/02** : THAT CLLRS SAXBY AND SILVESTER, TOGETHER WITH THE TOWN CLERK, MEET WITH CONTRACTORS TO ADVISE COUNCIL'S REQUIREMENTS AND SEEK THREE QUOTATIONS IN ORDER TO COMPLETE THE THETFORD ROAD PLAY AREA PROJECT AS SOON AS POSSIBLE.

## **19. BRANDON TOWN COUNCIL AND SCC PROPERTY REVIEW**

Discussion took place which emphasised the need of Brandon Town Council to be involved in the Suffolk County Council Property Review for Brandon. Councillors were concerned that they should be kept fully informed at each stage of the process in order to contribute each time. Proposed : Cllr Ms Bourton; seconded : Cllr Thorne; CARRIED :

unanimous. Resolution Record No. **BTC61/04/Feb/02** : THAT SUFFOLK COUNTY COUNCIL BE INVITED TO SEND BRANDON PROPERTY REVIEW REPRESENTATIVES TO GIVE A PRESENTATION OF APPROX. FIFTEEN MINUTES' DURATION TO THE NEXT BRANDON FULL TOWN COUNCIL MEETING ON MONDAY 04 MARCH 2002.

## **20. H M THE QUEEN'S GOLDEN JUBILEE CELEBRATIONS 2002**

Cllr Mrs Ahern had kindly produced Agendas and Notes from meetings of the Jubilee Working Group and these had previously been circulated to all Councillors. There would be a further meeting of that Group, on Wednesday 06 February 2002 and Notes would be circulated to all Councillors prior to the next Full Town Council Meeting.

It was confirmed that Events would take place for children on the Forest Primary School field (or in the School itself if wet) during the daytime and on Market Hill itself in the evening.

## **21. MINUTES OF KEYSTONE COMMUNITY PARTNERSHIP**

The Town Clerk advised Councillors that the Minutes of the Keystone Community Partnership Meeting of 28 November 2001 were available in the Council Offices.

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## **22. BRANDON ORCHARD/BRANDON CHALK PIT SITE VISIT REPORT**

Cllr Mrs Jureko had kindly prepared a full report (previously circulated) of a Councillors' site meeting, with Forest Heath District Council officers, at the Brandon Orchard. Very helpful suggestions for developing the Orchard had been made by Roger Goulding, FHDC's expert in this type of environmentally-friendly project, and Councillors were very enthusiastic. The Town Clerk advised the Meeting that Market Town's Initiative funding would be available to assist with the project. Proposed : Cllr Silvester; seconded : Cllr Thorne; CARRIED : unanimous. Resolution Record No. **BTC62/04/Feb/02** : THAT A BID FOR MARKET TOWNS' INITIATIVE FUNDING FOR THE BRANDON ORCHARD PROJECT BE PREPARED AND SUBMITTED AS SOON AS POSSIBLE.

Cllr Vant expressed concern regarding the condition of the flint wall and informed the Meeting that he understood it would be possible for the Town Council to pay for an instructor and receive the benefit of volunteer students of the art to complete the specialist repairs. Cllr Ms Bourton informed the Meeting that she was aware of specific Heritage funding which would be available specifically for the wall repairs.

Concern was expressed regarding the proposals for a bike track as explained by Mark Tuck of FHDC in relation to the Chalk Pit area. Cllr Thorne considered the proposed road crossing to be extremely dangerous. Cllr Ashley was concerned regarding potential accidents. Cllr Silvester expressed concern for the residents in the vicinity. Health and Safety implications in relation to unsupervised youngsters riding around were raised. Cllr Vant noted that the proposed scheme was from FHDC and therefore its responsibility. He explained that

Brandon Town Council would only be leasing the land to FHDC with limited security of tenure. Cllr Baldwin had been to the Chalk Pit site, to consider the proposal for the area. He noted that the residents of Brandon would not realize that the facility was being organized by FHDC. They would all just assume that it was Brandon Town Council causing the problems, because they were known to be the owners of the land. Proposed : Cllr Thorne; seconded : Cllr Baldwin; CARRIED : 5 for, 0 against, 4 abstentions. Resolution Record No.

**BTC63/04/Feb/02** : THAT FOREST HEATH DISTRICT COUNCIL BE ADVISED OF THE CONCERNS OF BRANDON TOWN COUNCIL WITH REGARD TO THE CHALK PIT SIT BIKE TRACK PROPOSAL AND BE REQUESTED TO SEEK AN ALTERNATIVE SITE FOR THEIR PROJECT.

Cllr Silvester was concerned that insufficient thought had been given at FHDC as youngsters were sure to ride across the very busy A1065.

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### **23. SUFFOLK COUNTY COUNCIL - BRANDON FOOTPATH 5 REPORT**

Cllr Vant advised that Mr Eric Hunn had been very disappointed with the outcome of the SCC Committee's review of the FP5 application for extension. It was felt that the Officers' report to that Committee had contained a number of significant misinterpretations of the Inclosures Map and associated facts and evidence. Cllr Vant informed the Meeting that Mr Hunn was considering an Appeal against the SCC Committee's decision. Mr M Carter had apparently offered an alternative, circular route "Sheep Walk" but, in the event that this were to be accepted by SCC, then the remainder of FP5 would have to be extinguished. Proposed : Cllr Vant; seconded : Cllr Mrs Jureko; CARRIED : unanimous. Resolution Record No.

**BTC64/04/Feb/02** : THAT CLARIFICATION BE OBTAINED FROM SUFFOLK COUNTY COUNCIL

THAT THEY HAVE CLEARLY UNDERSTOOD ALL THE IMPLICATIONS OF THE INCLOSURES MAP AND SUBSEQUENT CORRESPONDENCE FROM MR HUNN TOGETHER WITH AN ASSURANCE AS TO THE EXACT LOCATION OF ANY ALTERNATIVE ROUTE PROPOSED AND THE AMOUNT OF FP5 WHICH WOULD BE EXTINGUISHED IF SUCH AN ALTERNATIVE WERE TO BE ACCEPTED.

### **24. NOTICE OF TRANSFER OF APPLICATION OF LICENCE**

Proposed : Cllr Baldwin; seconded : Cllr Thorne; CARRIED : unanimous. Resolution Record No. **BTC65/04/Feb/02** : THAT BRANDON TOWN COUNCIL HAS NO OBJECTION TO THE TRANSFER OF LICENCE FOR THE BRANDON HOUSE HOTEL TO AMANDA RICHARDSON.

### **25. TOWN CLERK'S REPORT TO COUNCILLORS PUBLIC ITEMS**

This report was circulated to Councillors and contained updates on matters arising since the previous Full Town Council Meeting of 07 January 2002. Discussion took place and votes were recorded, as follows :

The Town Clerk reported that FHDC had requested an ongoing commitment, from Brandon Town Council, to the Brandon Remembrance Playing Fields/Sports and Social Club. The Trustees of BRPF had approached FHDC to request assistance with the running of the Sports and Social Club aspect of Brandon Remembrance Playing Fields. The cost of BRPF far



exceeded the grant kindly provided by BTC and it was intended that FHDC should run the Sports and Social Club, with the benefit of their considerable experience in this regard, to enable the profits to be added to the BTC grant and thus support the entire BRPF concept. It was agreed to offer a twelve-months trial period to FHDC with financial reports to be provided to BTC on a regular basis. This item to appear on the Full Brandon Town Council Agenda for its next Meeting, scheduled for Monday 04 March 2002.

The Thetford Road Play Area had already been discussed and the Town Clerk was able to confirm that the FHDC matched-funding offer would still apply to this project.

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A further request had been received from Mr Mike Hill, for an unusual sized headstone for Brandon Cemetery, which was again discussed by the Town Council. Concern was expressed that this particular request was completely outside the Council's permitted size and shape of headstone and, in fact, was flat instead of being at right-angles to the ground. Proposed : Cllr Ms Bourton; seconded : Cllr Baldwin; CARRIED : 8 for, 0 against, 1 abstention (named Cllr Silvester). Resolution Record No. **BTC66/04/Feb/02** : THAT THE REQUEST FOR AN UNUSUAL HEADSTONE IN BRANDON CEMETERY BE REFUSED AS NOT CONFORMING TO THE REQUIRED STANDARDS OF SIZE AND SHAPE AND THAT APPLICANTS BE POLITELY REMINDED OF THE REQUIRED STANDARDS WHEN APPLYING.

Further questions had been raised regarding the problem of short cuts from/to Bury Road/Stores Street via Market Hill. It was felt that all the physical barriers considered would have limited effects and may cause further problems, such as drivers using the Market Hill itself to drive around barriers. It was agreed that the Traffic Warden should be on duty more often in the area in question. The Town Council supported the efforts of the Police in issuing fixed penalty notices to culprits and felt that this could have the desired effect in the long run. Proposed : Cllr Vant; seconded : Cllr Thorne; CARRIED : 7 for, 0 against, 2 abstentions. Resolution Record No. **BTC67/04/Feb/02** : THAT THE TOWN COUNCIL SUPPORTS THE ISSUING OF FIXED PENALTY NOTICES TO DRIVERS USING THE BURY ROAD/MARKET HILL/STORES STREET AREA FOR UNAUTHORISED PARKING AND/OR FOR BEHAVIOUR CONTRARY TO ROAD TRAFFIC REGULATIONS

## **26. GRANT APPROVAL BRANDON REMEMBRANCE PLAYING FIELDS**

The amount of £5,420.94, which represented the final amount of the 2001/2002 BTC Grant Aid to Brandon Remembrance Playing Fields, had been shown in Agenda Item 13. and approved within the payment list. As the grant aid was in excess of £2,000 in total to one organization a further vote was taken for purposes of clarity.

Proposed : Cllr Ms Bourton; seconded : Cllr Edwards; CARRIED : 8 for, 0 against, 1 abstention. Resolution Record No. **BTC68/04/Feb/02** : THAT THE REMAINDER OF THE BTC GRANT AID TO BRANDON REMEMBRANCE PLAYING FIELDS IN THE AMOUNT OF £5,420 - 94 BE PAID UPON PRESENTATION OF THE RELEVANT ACCOUNTS.

## **27. PRICEWATERHOUSECOOPER OBJECTION 1999/2000 ACCOUNTS**

Cllrs Saxby (Chairman) and Vant declared an interest in this item and left the room at 8:42 p.m. Proposed : Cllr Silvester; seconded : Cllr Ms Bourton; CARRIED : unanimously (2 absent). Resolution Record No. **BTC69/04/Feb/02** : THAT CLLR P S BALDWIN BE ELECTED AS TEMPORARY CHAIRMAN OF THE MEETING IN THE ABSENCE OF CLLR SAXBY. Cllr Baldwin signed the temporary Declaration of Acceptance of Office.

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A response had been received and circulated to all Councillors from the Town Council's Solicitors, Messrs Rudlings and Wakelam, giving an opinion as to a possible way forward in this ongoing matter. It was agreed to forward a copy of this letter to PriceWaterhouseCooper, together with Council's comments and noting an inaccuracy, on page 2, which appeared to indicate that the Objectors wished to withdraw their objection to the Accounts for 1999/2000. Cllr Ms Bourton felt that the advice contained in the Rudlings and Wakelam letter did, at least, give answers to some of the questions raised by PriceWaterhouseCooper. Proposed : Cllr Ms Bourton; seconded : Cllr Mrs Jureko; CARRIED : unanimous (2 absent). Resolution Record No. **BTC70/04/Feb/02** : THAT THE TOWN COUNCIL WRITES TO PRICEWATERHOUSECOOPER, ENCLOSING A COPY OF THE LETTER FROM COUNCIL'S SOLICITORS, MESSRS RUDLINGS AND WAKELAM, NOTING THE INACCURACY ON PAGE TWO, AND SEEKING PRICEWATERHOUSE-COOPER'S FURTHER COMMENTS IN THIS MATTER.

Cllr Ashley was concerned at the continued expense to the public of this affair. Cllr Silvester noted that it would have been more cost effective for an apology to have been sought and accepted from the party concerned.

Cllrs Saxby (Chairman) and Vant were invited to rejoin the Meeting at 8:55 p.m.

## **28. TOWN CLERK'S REPORT TO MEETING**

Already discussed under Item 25.

## **29. CLOSURE OF DR HADLEY-BROWN'S HIGH STREET SURGERY**

The Chairman had spoken to Dr Hadley-Brown about this matter and had been advised that every effort had been made to continue the Practice but, unfortunately, insufficient Doctors had remained to make the proposition viable. Cllr Vant had written to Dr Hadley-Brown and received a very civil reply, to the same effect; the Practice had tried very hard to recruit replacement Doctors, but to no avail. Cllr Ashley expressed his grave concerns for the people of Brandon. Proposed : Cllr Ashley; seconded : Cllr Vant; CARRIED : 6 for, 1 against, 2 abstentions. Resolution Record No. **BTC71/04/Feb/02** : THAT THE TOWN COUNCIL WRITES TO RICHARD SPRING, M P, REQUESTING THAT HE CALL A PUBLIC MEETING IN BRANDON TO ENABLE FULL DISCUSSION OF THE CURRENT SITUATION IN RESPECT OF PROVISION OF HEALTH CARE FOR THE PEOPLE OF BRANDON.

## **30. NON-STANDARD MEMORIAL TABLETS IN BRANDON CEMETERY**

Already discussed under Item 25.

## **31. OSCAR FABER BRANDON BUS FACILITIES' STUDY**

It had been agreed, earlier in the meeting, that Cllr Andrew Thorne would be appointed Council's Transport Liaison Representative. He undertook to liaise with Oscar Faber in relation to their Brandon Bus Facilities' Study in the area.

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### **32. FHDC CONSULTATION PROPOSALS TO BAN ALCOHOL**

A letter had been received from Forest Heath District Council seeking Council's views on exploring the use of new legislation to impartially ban alcohol in designated areas within the district. There appeared to have been an increase in anti-social behaviour and disorderly conduct emanating from the inappropriate consumption of alcohol in public places. The Town Council felt it would need to consider this matter further before formulating a response to the FHDC Crime Reduction Group.

### **33. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

Proposed : Cllr Mrs Jureko; seconded : Cllr Silvester; CARRIED : unanimous. Resolution Record No. **BTC72/04/Feb/02** : 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 [Section 100(A)(4) LGA 1972] ; STAFFING ISSUES; CONTRACT DISCUSSIONS; TENANCY AGREEMENT.

### **34. STAFFING ISSUES**

Mrs Linda Sherer left the room to enable discussion of the permanent appointment of a Town Clerk. The recommendation of the Staffing & Personnel Committee of 21 January 2002 was confirmed. Proposed: Cllr Silvester; seconded : Cllr Ms Bourton; CARRIED: unanimously. Resolution Record No. **BTC73/04/Feb/02** : THAT MRS LINDA SHERER BE APPOINTED PERMANENTLY AS BRANDON TOWN CLERK, ON EXPIRY OF HER CURRENT THREE-MONTHS' CONTRACT, WITH IMMEDIATE EFFECT FROM 01 APRIL 2002 AND THAT NO FURTHER PROBATIONARY PERIOD BE REQUIRED.

The appointment of Mrs Tracey Roberts as Office Cleaner, on a six-months' trial basis, was approved by the Town Council. The Chairman, Vice-Chairman and Town Clerk, had previously been given delegated powers to make this appointment by the Full Town Council.

### **35. CONTRACT DISCUSSIONS**

The Eastern Contracting new Contract for Public Lighting Maintenance is due for renewal on 01 April 2002. It was agreed to continue with this arrangement for a further twelve months' period. Proposed : Cllr Ms Bourton; seconded : Cllr Baldwin; CARRIED : 8 for, 0 against, 1 abstention. Resolution Record No. **BTC74/04/Feb/02** : THAT THE EASTERN CONTRACTING PUBLIC LIGHTING MAINTENANCE AGREEMENT FOR BRANDON TOWN COUNCIL BE CONTINUED FOR A FURTHER TWELVE MONTHS' PERIOD.

### **36. TENANCY AGREEMENT FOR ADDITIONAL ROOM HIRE**

The existing tenants of Old School House, Thorn Wildbur Rolph, had expressed interest in renting an additional room since the departure of the Brandon CAB.

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It was agreed to charge an additional 50% on the existing tenancy agreement as the room in question was smaller in size than the original office rented and contained the Old School House boiler and piping which could result in disruption. Proposed : Cllr Baldwin; seconded : Cllr Thorne; **CARRIED** : unanimous. Resolution Record No. **BTC75/04/Feb/02** : **THAT THE EXISTING TENANCY AGREEMENT TO THORN WILDBUR ROLPH FOR THEIR OFFICE SPACE AT OLD SCHOOL HOUSE BE INCREASED BY 50% TO INCLUDE AN ADDITIONAL, SMALLER ROOM, FOR USE AS OFFICE SPACE THUS RESULTING IN A TOTAL PAYMENT OF £--- PER ANNUM FROM £--- PER ANNUM.**

A letter had been received from Thorn Wildbur Rolph, advising that the Partnership was about to be reformed and would include Mr David Rolph and another Partner. Mr Rolph wished to offer Councillors the opportunity to continue using the services of Mr Ron Wade (now semi-retired) at his new offices in Thetford. It was agreed that Council would prefer to retain the services of Mr David Rolph and the new Partnership as and when required. Proposed : Cllr Ms Bourton; seconded : Cllr Thorne; **CARRIED** : unanimously. Resolution Record No. **BTC76/04/Feb/02** : **THAT BRANDON TOWN COUNCIL WISHES TO RETAIN THE ACCOUNTANCY SERVICES OF MR DAVID ROLPH AND HIS NEW PARTNERSHIP AS AND WHEN REQUIRED.**

Meeting closed at 9:17p.m.. Next Meeting as per approved Schedule Monday 04 March 2002 (Full Town Council).