

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 9th January 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, Cllr. S Edwards, Cllr. Mrs C Silvester, Cllr. A Simmons.

Also present: Squadron Leader Jo Daniels and Captain Beth Horine, Public Affairs Officer, Mrs C Mason (Town Clerk).

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE

Cllr. E Ashley and Cllr. S Edwards.

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 9: Planning Application F/2005/0954/FUL and Item 10.4 and duly signed the Members Book of Interests. Cllr. Mrs C Arnold declared an interest in Item 14.2 and Item 21a and duly signed the Members Book of Interests. Cllr. Mrs M Young declared an interest in Item 14.2 and duly signed the Members Book of Interest.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 5th December 2005 (Public items) [LGA 1972 Sch.12).

Resolution Record No. **BTC/170/09/Jan/06**

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

CARRIED: Unanimous.

THAT THE MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 5TH DECEMBER 2005 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only.

There were no matters arising.

Resolution Record No. **BTC/171/09/Jan/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.

On behalf of a member of the public, Cllr. P MacLoughlin expressed concern at the number of trees/bushes that are at present overhanging the footpaths. FHDC to be advised of the complaint.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Topics covered in Squadron Leader Jo Daniel's report:

The Vice Wing Commander at RAF Lakenheath is returning to the USA at the end of the month.

Personnel deployed during Autumn 2005 will be returning to Base shortly.

Exercise Programme: these will be internal base exercises and will have no impact on the local community.

Martin Luther King Day will be a no-fly day.

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

None received.

Resolution Record No. **BTC/172/09/Jan/06**

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].

None.

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

Cllr. A Simmons having previously declared an interest in Planning Application F/2005/0954/FUL left the meeting.

Resolution Record No. **BTC/173/09/Jan/06**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs M Young.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL HAS NO OBJECTIONS TO PLANNING APPLICATION F/2005/0954/FUL: CROSS BOUNDARY APPLICATION: ERECTION OF A WOOD PROCESSING FACILITY, 8 AGGREGATE BAYS AND NOISE ATTENUATION WALL (MAJOR DEVELOPMENT & DEPARTURE FROM THE DEVELOPMENT PLAN) NORFOLK HOUSE, HIGH STREET, BRANDON.

Resolution Record No. **BTC/174/09/Jan/06**

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

CARRIED: 4 for 3 against 3 abstentions.

THAT BRANDON TOWN COUNCIL OBJECTS TO PLANNING APPLICATION F/2005/0944/FUL: 137 LONDON ROAD, BRANDON, ON THE GROUNDS OF OVER DEVELOPMENT AND INADEQUATE ACCESS

Resolution Record No. **BTC/175/09/Jan/06**

Proposed by Cllr. N Vant and seconded by Cllr. P Ridgwell.

CARRIED: 6 for 3 against 0 abstentions.

THAT BRANDON TOWN COUNCIL OBJECTS TO PLANNING APPLICATION 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, 159 THETFORD ROAD, BRANDON ON THE GROUNDS OF OVER DEVELOPMENT

Resolution Record No. **BTC/176/09/Jan/06**

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

CARRIED: 8 for 1 against 0 abstentions.

THAT BRANDON TOWN COUNCIL APPROVES WITH COMMENTS PLANNING APPLICATION F/2005/0997/FUL: ERECTION OF SIDE EXTENSION. 23 POND LANE, BRANDON.

Resolution Record No. **BTC/177/09/Jan/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTIONS TO THE REMAINING PLANNING APPLICATIONS HEREUNDER DESCRIBED.

Resubmission of F/2005/0887: Erection of two detached houses (Demolition of existing bungalow) incorporating revised access position
Knappin, London Road, Brandon. NO OBJECTIONS

F/2005/0936/FUL: Erection of a rear conservatory
21 St Nicholas Walk, Brandon. NO OBJECTIONS

F/2005/0953/FUL: Erection of a single storey rear extension
30 Knappers Way, Brandon. NO OBJECTIONS

F/2005/0978/FUL: Erection of a rear extension
54 St Margarets Drive, Brandon. NO OBJECTIONS

F/2005/1001/FUL: Certificate of Lawfulness for an existing use: use of premises as a doctor's surgery
Elbourne Surgery, 31 High Street, Brandon. NO OBJECTIONS

F/2006/0012/COU: Change of use of ground floor from Class A2 (Retail) to Class 2 (Financial and Professional Services).
3-5 High Street, Brandon. NO OBJECTIONS

F/2006/0015/FUL: Erection of three motel units and a double garage.
Valbri, London Road, Brandon. NO OBJECTIONS

DECISIONS and other information from FHDC since 1st January 2006

F/2005/0842/CR3 County Application: Temporary siting of portacabin for use as a Visitors Centre. Brandon Country Park, Bury Road, Brandon.
No Objections

Planning Applications GRANTED

F/2005/0846/FUL: Erection of a first floor rear extension.
61 London Road, 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.
Approve

F/2005/0822/FUL: Erection of a single storey side and rear extension (Development affecting a Public Right of Way).
18 Lingheath Road, Brandon.

Approved with conditions

F/2005/0789/AND: Display of non-illuminated direction sign.

76 High Street, Brandon.

Approved with conditions

Planning Application REFUSED

F/200/0831/FUL: Erection of a single storey rear extension

69 Rowen Drive, Brandon.

Refuse

F/2005/0946/FUL: Erection of a two-storey dwelling and garage

Land at The Orchard, Rear of 11 Rattlers Road, Brandon.

Refuse

Planning Applications WITHDRAWN

F/2005/0823: Erection of a single storey rear extension and relocation of stair to first floor flat from front to side elevation.

3-9 High Street, Brandon.

Recommendation: Refuse

Decision: Withdrawn by Applicant

F/2005/0891/FUL: Erection of first floor extension rear of existing flat to create an additional flat and extension at first floor over access road to create an additional flat

3-9 High Street, Brandon.

Withdrawn

TREE PRESERVATION ORDERS / TREE REDUCTION AND REMOVAL.

F/2005/0961/TPO: Crown lift lower limbs of 1 Beech tree to 3-4 metres

18 Pinewood Drive, Brandon.

STREET NAMING AND NUMBERING

None to date.

DELEGATION PLANNING MEETING and case Officer Recommendations

None to date.

NOTICES OF PLANNING APPEALS SINCE 1st December 2005

AGENDAS/MINUTES FROM FHDC SINCE 1st December 2005

None to date.

10. ACCOUNTS

The Chairman Cllr. R Silvester advised Members he had received satisfactory answers to particular finance queries raised at the last meeting. Payments have subsequently been made.

To receive and approve payments.

10.1 Public Items – December 2005.

Resolution Record No. BTC/178/09/Jan/06

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

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR JANUARY 2006 AND REPRODUCED HEREUNDER IS APPROVED.

Date	Amount	Supplier	Net	VAT
Dec-05	143.90	AFS (photocopier lease)	122.47	21.43
Dec-05	48.38	Finevale Service Station (Fuel)	41.17	7.21
Dec-05	65.21	Arco (Town keeper clothing)	55.50	9.71
Dec-05	59.00	Computer Scene (printer upgrade)	50.21	8.79
Dec-05	3,331.83	Ray Lake (Christmas lights)	2,835.60	496.23
Dec-05	87.06	Lloyds TSB (Border Building Supplies)	74.09	12.97
Dec-05	6.00	J & D Green (window cleaner)	6.00	0.00
Dec-05	145.00	Soc. of Local Council Clerks (Membrship)	145.00	
Dec-05	123.40	British Gas (gas for OSH)	117.53	5.87
Dec-05	56.69	Canon (photocopier copy charge)	48.25	8.44
Dec-05	56.95	Neat Ideas (stationary)	48.47	8.48
Dec-05	41.95	Hays Office Support (Temp minute taker)	35.70	6.25
TOTALS	4,165.37		3,579.99	585.38
Dec-05	60.20	Unicom (phone bill)	51.23	8.97
Dec-05	512.31	A M Government Services Ltd	436.01	76.30
TOTALS	4,737.88		4,067.23	670.65

10.2 Confidential Items – January 2006.

The Confidential accounts were previously circulated for approval. No issues were raised.

10.3 Request for a donation from Brandon Citizens Advice Bureau.

10.4 Request for a donation from St. Nicholas Hospice.

Resolution Record No. **BTC/179/09/Jan/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL DEFERS DISCUSSION ON AGENDA ITEM 10.3: REQUEST FOR A DONATION FROM BRANDON CITIZENS ADVICE BUREAU AND AGENDA ITEM 10.4: REQUEST FOR A DONATION FROM ST. NICHOLAS HOSPICE, UNTIL THE PRECEPT MEETING DUE TO BE HELD ON MONDAY 16TH JANUARY 2006.

10.5 To approve the cost of upgrading the office photocopier.

The Clerk informed Members that the 5-year lease on the present photocopier was due to expire imminently.

Resolution Record No. **BTC/180/09/Jan/06**

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

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL AGREES TO UPGRADE THE PRESENT OFFICE PHOTOCOPIER, TO INCLUDE A STAPLER UNIT, FOR AN ADDITIONAL QUARTERLY COST OF NINE POUNDS ONLY.

11. STREET LIGHTING

11.1 To approve the installation of 2 new Street Lighting Units in St Nicholas Walk and George Street, Brandon.

Resolution Record No. **BTC/181/09/Jan/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO THE INSTALLATION OF TWO NEW STREET LIGHTING UNITS IN ST.NICHOLAS WALK AND GEORGE STREET, BRANDON.

12. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

No issues were raised.

13. THE ORCHARD, COULSON LANE, BRANDON

This item was discussed under Clerks Monthly Log Sheet. No further comments were made.

14. BRANDON REMEMBRANCE PLAYING FIELDS

14.1 Provision of allotments: A proposed layout had been previously circulated to Councillors. It was confirmed by Cllr. P MacLoughlin that the area of land required by the Town Council for ten allotments, ten parking places and one shed/store (90metres x 60metres) would not be a problem. As the Charity Commission have not consented to the land being donated to the Town Council an appropriate lease/ground rent will have to be negotiated. Further discussion at the next Brandon Town Council meeting.

14.2 To discuss a request from FHDC for a financial contribution towards the Multi Use Games Area.

Cllr. Mrs C Arnold and Cllr. Mrs M Young having previously declared an interest in Item 14.2 left the room.

Resolution Record No. **BTC/182/09/Jan/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO MAKE A FINANCIAL CONTRIBUTION OF THREE THOUSAND POUNDS TO FOREST HEATH DISTRICT COUNCIL TOWARDS THE COST OF THE PROPOSED MULTI USE GAMES AREA.

15. RESOLUTION from Cllr. R Silvester. Resolution No.128

‘That Brandon Town Council resolves to bring up to date the Honours Board located in the Council Office.’

Resolution Record No. **BTC/183/09/Jan/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL RESOLVES TO BRING UP TO DATE THE HONOURS BOARD LOCATED IN THE COUNCIL OFFICE.

16. MANOR ROAD ENTRANCE TO FOOTPATH 13

In response to an email received from the Assistant Rights of Way Officer Patrick Scrivens (previously circulated), Councillors agreed that an onsite meeting was imperative before any decision could be made regarding a proposed safety barrier at the entrance to Footpath 13, Manor Road.

17. BRANDON TOWN GROUNDWORK SERVICES

17.1 To discuss the pollarding of approximately 20 trees in the Avenue and 1 at the Churchyard – with appropriate training the work will be undertaken by the Town Keepers. Further discussion deferred until a future meeting.

17.2 To approve the acquisition of a chain saw certificate.

Resolution Record No. **BTC/184/09/Jan/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO ONE TOWN KEEPER ATTENDING A FIVE DAY CERTIFICATED CHAINSAW TRAINING COURSE AT EASTON COLLEGE, NORWICH.

18. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/185/09/Jan/06**

Proposed by Cllr. Mrs S Jureko 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.

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

19. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 5th December 2005.

Resolution Record No. **BTC/186/09/Jan/06**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5TH DECEMBER 2005 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

20. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

There were none.

21. BRANDON TOWN COUNCIL'S MAJOR PROJECTS

c) New Cemetery purchase.

Resolution Record No. **BTC/187/09/Jan/06**

CARRIED:

THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION RECEIVED FROM COWAN DRILLING SERVICES FOR THE SUM OF £XXX TO CARRY OUT THE WATER TABLE LEVEL SURVEY IN RELATION TO THE LAND IDENTIFIED FOR THE NEW CEMETERY SITE.

b) Repairs to the Cemetery wall

Tenders not yet available.

a) Old School House.

Resolution Record No. **BTC/188/09/Jan/06**

CARRIED:

THAT BRANDON TOWN COUNCIL DO NOT ACCEPT THE PROPOSALS AS OUTLINED IN THE CIRCULATED SCHEME.

Resolution Record No. **BTC/189/09/Jan/06**

CARRIED:

THAT THE ORIGINAL SCHEME FOR THE ALTERATIONS TO THE OLD SCHOOL HOUSE BE ADOPTED AND A PLANNING APPLICATION SUBMITTED I.E. THE FRONT ENTRANCE TO BE USED FOR PUBLIC ACCESS.

**22. REGISTRATION OF THE LAND AT THE EAST OF THE LODGE
ADVERSE POSSESSION OF LAND AT 2 VICTORIA AVENUE
GRAVEL HILL PIT, LONDON ROAD, BRANDON**

No report available.

The meeting terminated at 9.50pm.