

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 3 March 2008
At the Forest School, Bury Road, Brandon.

Present: Cllr. R Silvester, Cllr. N Vant, Cllr. P Ridgwell, Cllr. Mrs S Jureko, Cllr. Mrs M Young, Cllr. A Simmons, Cllr. K Butcher, Cllr. D Bimson, Cllr. P McLoughlin, Cllr. S Edwards.

Also present: Mrs C Mason (Town Clerk), PC Marie Moore, PCSO Alan Davey, Cllr. B Bishop.

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE

Cllr. Mrs C Silvester, Cllr. E Ashley, Cllr. L Jacobs, Cllr. G Hughes.

2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS

None.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 4 February 2008 (Public items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/123/03/Mar/08**

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

CARRIED: 8 for 1 abstention.

THAT THE MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 4 FEBRUARY 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 4 February 2008 (Public items) [LGA 1972 Sch.12].

None.

5. PUBLIC FORUM - monthly event limited to 3 minutes duration maximum per resident relating to public agenda items.

Resolution Record No. **BTC/124/03/Mar/08**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

6. TO RECEIVE A REPORT FROM THE POLICE

The Chairman welcomed PC Marie Moore and PCSO Alan Davey to the meeting.

Recent crime figures for the area: 15 acts of criminal damage, 10 thefts, 5 assaults, 6 drug related offences, 3 dwelling burglaries, 4 thefts from sheds, 5 non payment of petrol, 1 rape case under investigation. There has been an increase in crime at Centre Parcs; the project at Warren Road and Knappers Way is ongoing; a Police Evidence Gatherer to attend incidents in the vicinity of Market Hill. Breckland Leisure Centre will host a Community Engagement

event on Saturday 19 April 2008 at 2 pm to 4.00 pm. The whole community to be involved. Questions put to PC Moore included police response to 999 calls and the security situation at the local Londis store when the Forest Heath District Council office no longer takes cash payments.

7. TO RECEIVE A REPORT FROM RAF LAKENHEATH

No report available.

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

District Councillor Bill Bishop referred to the document issued by the Boundary Committee for England, Structural Reviews Suffolk. The Boundary Commission will look at Suffolk's local government structure as a whole. The Committee has been requested by the Secretary of State to provide advice by the 31 December 2008 on possible alternative unitary proposals to that made previously by Ipswich Borough Council.

Other matters: Approval has been given for new crossings at Thetford Road (near to the entrance to Knappers Way) and at Bury Road (near to the exit of Elizabeth Road). Bridge repairs at Wangford Road will take approximately six weeks. The Factory Shop due to open in the former Jans of London has been asked to consider the provision of toilets and a small café.

District Councillor S Edwards said consent has been given to Arrowpak to plant up areas of grass currently being used for unauthorised car sales.

Councillor A Simmons reported on the Clean Up Day organised by FHDC at the new development on Green Road. This will take place on Thursday 20 March starting at 10.00am to 3.00pm. Volunteers needed.

The meeting was reconvened

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

The Chairman asked that a matter of urgent business be addressed in the confidential section of the meeting.

10. ACCOUNTS

10.1 Approval of payments: Public Items – February 2008 Discussion permitted upon.

10.2 Confidential Items – February 2008 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/125/03/Mar/08**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. A Simmons.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS TEN ONE AND TEN TWO EN-BLOC.

Date	Amount	Supplier	Net Total	VAT
Feb-08	601.01	Kester Cunningham John (Lease)	511.50	89.51
Feb-08	437.10	FHDC (Inspection Fees)	372.00	65.10
Feb-08	587.50	Barker Storey Matthews (Valuation Offices)	500.00	87.50
Feb-08	97.86	Finevale Service Station	83.28	14.58
Feb-08	140.61	Neat Ideas	119.67	20.94
Feb-08	51.00	Brandon Chamber of Cmrc (Xmas Trees)	51.00	
Feb-08	138.52	Pearsons (Thetford) Ltd	117.89	20.63
Feb-08	277.86	Whiteside (Computer)	236.50	41.39
Feb-08	34.00	Thetford Garden Centre	34.00	

Feb-08	255.48	E.ON (Old School House)	243.31	12.17
Feb-08	250.41	E.ON (Xmas Tree Lights)	238.49	11.92
Feb-08	90.00	Association of Burial Authorities (Subscription)	90.00	
Feb-08	9.50	Clerks & Councils Direct (Subscription)	9.50	
Feb-08	42.40	C Mason (Travel - NALC Lunch)	42.40	
TOTAL	3,013.25		2,649.54	363.74

11. THE ORCHARD

A concept plan was circulated at the meeting. Concerns were expressed that the next stage of the project had not yet been carried out i.e. levelling and seeding the open areas. John Atkins to be contacted.

12. TWINNING

Neufchatel-Hardelot has expressed an interest in twinning with Brandon.

Resolution Record No. **BTC/126/03/Mar/08**

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

CARRIED: 7 for 1 against 1 abstention.

THAT BRANDON TOWN COUNCIL MAKES FURTHER CONTACT WITH NEUFCHATEL-HARDELOT IN ORDER TO ADVANCE A POTENTIAL TWINNING BETWEEN THE TWO TOWNS.

13. STREET LIGHTS

To discuss the upgrading of the street lighting maintenance contract.

Resolution Record No. **BTC/127/03/Mar/08**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL UPGRADES THE CURRENT STREETLIGHTING CONTRACT WITH SUFFOLK COUNTY COUNCIL FROM BASIC TO STANDARD MAINTENANCE AT AN ADDITIONAL COST OF THREE THOUSAND, FOUR HUNDRED AND SIXTY POUNDS. ACTS OF VANDALISM WILL BE INCLUDED WITHIN THE TERMS OF THE NEW CONTRACT.

14. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

No issues were raised.

15. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/128/03/Mar/08**

Proposed by Mrs S Jureko 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: CONTRACTS

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

16. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 4 February 2008.

Resolution Record No. **BTC/129/03/Mar/08**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 4 FEBRUARY 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

17. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 4 February 2008.

In relation to agenda item 21: Relocation.

Resolution Record No. **BTC/130/03/Mar/08**

CARRIED:

THAT THIS COUNCIL DOES NOT ACCEPT THE SECOND INVOICERELATING TO RELOCATION COSTS.

9. URGENT BUSINESS – STAFFING MATTER

CONFIDENTIAL

18. ALLOTMENTS

18.1 To discuss a proposal to lease the whole of the Staunch Meadow.

Resolution Record No. **BTC/131/03/Mar/08**

CARRIED:

THAT BRANDON TOWN COUNCIL LEASE THE WHOLE OF THE STAUNCH MEADOW FROM THE TRUSTEES OF THE BRANDON REMEMBRANCE PLAYING FIELDS.

18.2 To receive quotations for ploughing the allotment area.

Resolution Record No. **BTC/132/03/Mar/08**

With only one received to date, it was agreed the allotment committee should examine two further quotations and agree to accept the lower price.

18.3 To receive a revised quotation from Chase Fencing for the supply and erection of approximately 374 metres of fencing and one pair of metal gates.

Resolution Record No. **BTC/133/03/Mar/08**

CARRIED:

THAT BRANDON TOWN COUNCIL ACCEPTS THE REVISED QUOTATION FROM CHASE FENCING TO SUPPLY THREE HUNDRED AND SEVENTY FOUR METRES OF FENCING AND ONE PAIR OF METAL GATES.

19. ELECTRICAL WORKS AT THE CEMETERY COMPOUND

To discuss quotations received for the installation of security lights at the cemetery compound and the fitting of fluorescent lighting in the new sectional garage.

Resolution Record No. **BTC/134/03/Mar/08**

CARRIED:

THAT THE QUOTATION SUBMITTED BY SDR ELECTRICAL BE ACCEPTED.

The town clerk left the room whilst agenda item 20 was discussed.

20. APPRAISAL AND SALARY REVIEW – TOWN CLERK

Resolution Record No. **BTC/135/03/Mar/08**

CARRIED:

CONFIDENTIAL

21. RENOVATION WORK TO THE OLD SCHOOL HOUSE

To receive a report following the monthly meeting with John Atkins & R G Carter. Currently, the renovation works are on schedule. The next monthly update meeting will be held on 28 March 2008.

The meeting terminated at 9.15 pm.