

BRANDON TOWN COUNCIL

Minutes of the Annual General Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 12 May 2008
At the Forest School, Bury Road, Brandon.

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

Also present: Mrs C Mason (Town Clerk), Cllr. B Bishop and one member of the public.

The meeting commenced at 7.02 pm.

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

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

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

It was proposed by Cllr. A Simmons but not seconded that Cllr. S Edwards be elected Chairman.

Resolution Record No. **BTC/01/12/May/08**

CARRIED: 11 for 1 against.

THAT COUNCILLOR REGINALD SILVESTER BE RE-ELECTED CHAIRMAN OF BRANDON TOWN COUNCIL FOR 2008/2009.

The newly elected Chairman duly signed the Declaration of Acceptance of Office and took the Chair. Cllr. R Silvester thanked Members for their continued support.

2. ELECTION OF VICE-CHAIRMAN

The Chairman called for Nominations to the post of Vice Chairman of Brandon Town Council.

It was proposed by Cllr. P Ridgwell, seconded by Cllr. N Vant that Cllr. A Simmons be elected Vice Chairman.

It was proposed by Cllr. Mrs M Young, seconded by Cllr. L Jacobs that Cllr. G Hughes be elected Vice Chairman.

By written ballot the following votes were given. Cllr. A Simmons 4 votes. Cllr. G Hughes 6 votes. There were two abstentions. Cllr. G Hughes was duly elected Vice Chairman.

3. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].

Cllr. R Silvester informed members that due to ill health, Cllr. Mrs C Silvester regretfully has tendered her resignation from Brandon Town Council. Forest Heath District Council to be informed.

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

None.

5. APPOINTMENT OF COUNCILLORS TO COMMUNITY GROUPS

- 5.1 Brandon Action Group: Cllr. Mrs S Jureko Cllr. R Silvester.
- 5.2 Citizens Advice Bureau: Cllr. A Simmons.
- 5.3 Brandon Heritage Centre: Cllr. Mrs S Jureko.
- 5.4 Brandon Neighbourhood Watch: Cllr. P Ridgwell.
- 5.5 Brandon Remembrance Playing Field: Cllr. P McLoughlin.
- 5.6 Community Association Representative: Cllr. G Hughes.
- 5.7 Public Transport Liaison Officer: Cllr. P Ridgwell.
- 5.8 Suffolk Association of Local Councils: Cllr. A Simmons Cllr. R Silvester.
- 5.9 Brandon Communities Partnership: Cllr. R Silvester.
- 5.10 Forest Heath District Council Health Forum: Cllr. A Simmons.
- 5.11 The Brandon Poors Estate: Cllr. D Bimson.
- 5.12 The Edmund Atmere Charity & Lingheath Trust Charity: Cllr. N Vant Cllr. R Silvester.

REPRESENTATIVES FOR BRANDON TOWN COUNCIL COMMITTEES 2007/08

- 5.13 East Ward Lighting Committee: Cllr. Mrs M Young Cllr. P Ridgwell, Cllr. R Silvester.
- 5.14 West Ward Lighting Committee: Cllr. Mrs S Jureko Cllr. D Bimson, Cllr. G Hughes.
- 5.15 Brandon Town Council Cemetery Committee: Full Council.

6. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 7 April 2008 (Public Items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/02/12/May/08**

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

CARRIED: 10 for 2 abstentions (not present at the previous meeting).

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 7 APRIL 2008 BE ACCEPTED AS A TRUE RECORD.

7. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 7 April 2008 (Public Items) [LGA 1972 Sch.12].

None.

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

District Councillor S Edwards: The Annual General Meeting of Forest Heath District Council was held on the 7 May 08. Cllr. Rhona Burt was elected Chairman for 2008/2009. Vice Chairman is Cllr. Malcolm Smith.

District Councillor B Bishop: The two new crossings at Bury Road and Thetford Road are due to be finished within the next two weeks. A question was raised in relation to the width of this section of Thetford Road once the work is completed. In response, Cllr. Bishop said the works had been carried out in accordance with current rules and regulations. Any queries should be addressed to Suffolk County Council. Questions addressed included the report in Brandon Life concerning the cemetery and the aviation survey to be carried out by NATS.

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

A matter of urgent business is to be discussed in the confidential section of the meeting.

10. ACCOUNTS

To receive and approve payments.

10.1 Public Items – April 2008 Discussion permitted upon.

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

10.3 To receive a quotation from Didlington Nurseries for the Town Centre hanging baskets.
Resolution Record No. **BTC/03/12 /May/08**

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

CARRIED: Unanimous.

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

Date	Amount	Supplier	Net Total	VAT
Apr-08	86.04	Travis Perkins (3 Invoices)	73.23	12.81
Apr-08	48.00	Brandon Life (Job Adverrts)	48.00	
Apr-08	111.73	Neat Ideas (2 Invoices)	95.09	16.64
Apr-08	154.04	Canon	131.10	22.94
Apr-08	147.86	Forest Heath District Council (Trade Refuse)	125.84	22.02
Apr-08	75.00	Forest Heath District Council (Business rates)	75.00	
Apr-08	221.08	Forest Heath District Council (Business Rates)	221.08	
Apr-08	50.00	SAVO (Manual Handling Course)	50.00	
Apr-08	176.25	Smith of Derby	150.00	26.25
Apr-08	58.75	Whiteside Computer Services (Fix Computer)	50.00	8.75
Apr-08	13.50	Local Council Review (Subscription)	13.50	
Apr-08	786.20	SALC (Subscription)	786.20	
Apr-08	72.00	Finevale Service Station	61.27	10.73
Apr-08	29.38	Not Just Flowers (Lady Iveagh's Bouquet)	25.00	4.38
Apr-08	998.75	S P Landscapes (Allotment Site)	850.00	148.75
Apr-08	109.65	E.ON Electricity (Old School House)	104.43	5.22
Apr-08	3,839.90	Chase Timber (Fencing at Allotments)	3,268.00	571.90
Apr-08	42.40	C Mason travel (SALC)	42.40	
TOTAL:	7,020.53		6,170.14	850.39

11. PARKING ON MARKET HILL

Resolution Record No. **BTC/04/12/May/08**

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

CARRIED: 11 for 1 abstention.

THAT BRANDON TOWN COUNCIL CONTACTS SUFFOLK COUNTY COUNCIL TO CLARIFY THE SITUATION REGARDING PARKING AND DRIVING OF CARS ONTO MARKET HILL. IN THE EVENT THIS IS ALLOWED, TO DEFINE PARKING SPACES AND TO REMOVE REGULATORY PEDESTRIAN AREA SIGNAGE.

12. ALLOTMENTS

Twenty five plots have been let. Water may be available from a metered supply at the Scout Hut. This has yet to be confirmed. Cllr. P McLoughlin said a capped water pipe is sited near the MUGA and this may be able to be accessed. Cllr. A Simmons will investigate this option.

Resolution Record No. **BTC/05/12/May/08**

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

CARRIED: Unanimous.

THAT THIS COUNCIL AGREES TO WAIVE THE ANNUAL ALLOTMENT FEE FOR BRECKLAND MIDDLE SCHOOL.

Cllr. L Jacobs raised his concern at the potential cost of providing water at the allotment site.

Resolution Record No. **BTC/06/12/May/08**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL CONTACTS ANGLIAN WATER AS TO THE COST OF PROVIDING WATER, WITHOUT SEWERAGE, TO THE ALLOTMENT SITE. FURTHERMORE, ADVICE TO BE SOUGHT FROM THETFORD TOWN COUNCIL IN RELATION TO THEIR ALLOTMENT WATER COSTS.

13. TWINNING

Following the success of the visit from four representatives from Neufchatel-Hardelot, a reciprocal visit is to be arranged. Cllr. Silvester, Cllr. Jacobs, Cllr. McLoughlin, Cllr. Simmons, Cllr. Edwards expressed an interest. Further discussion at the next meeting.

14. THE LODGE

It was suggested wooden or aluminium posts, concrete gravel boards and a hard core back fill could be an alternative method of preventing further erosion of the riverbank.

Resolution Record No. **BTC/07/12/May/08**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL SEEKS QUOTATIONS FOR THE GROUNDWORK REQUIRED TO PREVENT FURTHER RIVERBANK EROSION.

15. NEW BUS SHELTER

Resolution Record No. **BTC/08/12/May/08**

Proposed by Cllr. E Ashley and seconded by Cllr. D Bimson.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE ADDITIONAL COST OF TWELVE HUNDRED POUNDS FOR THE MANDATORY WORK REQUIRED (RAISED KERB) PRIOR TO THE INSTALLATION OF A NEW BUS SHELTER AT CROWN STREET, BRANDON.

16. CLERK'S MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

No issues were raised.

17. EMERGENCY PLAN

A 'dummy run' is to be carried out. Cllr. G Hughes asked that members of the emergency committee meet at the Brandon Leisure Centre on a date to be arranged. Cllr. Hughes to be contacted direct. ID cards and high viz vests are required on the evening.

ANY OTHER BUSINESS

Cllr. N Vant asked the Town Clerk to submit an article to Brandon Life refuting allegations made by Cllr. Bishop relating to Brandon cemetery.

18. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/09/12/May/08**

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

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

Cllr. P McLoughlin left the meeting at 9.00pm

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 7 April 2008.

Resolution Record No. **BTC/10/12/May/08**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 7 APRIL 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD

20. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 7 April 2008. None.

21. OFFICES AT THE OLD SCHOOL HOUSE

A meeting with our tenants is to be arranged.

22. EMPLOYMENT MATTER

The interviews for the post of Senior Town keeper will take place on Monday 19 May 2008.

23. RENOVATION WORK TO THE OLD SCHOOL HOUSE

Works are on schedule. No further issues were raised. The next meeting with RG Carters is arranged for Friday 30 May 2008 at 10.30am.

9. URGENT BUSINESS

Resolution Record No. **BTC/11/12/May/08**

CARRIED:

THAT BRANDON TOWN COUNCIL CONSIDERS MAKING AN OFFER ON A SECOND HAND CHIIPPER

Cllr R Silvester and Cllr. K Butcher agreed to negotiate on behalf of the Town Council.

The meeting terminated at 9.25 pm.