

## BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting  
held at Old School House, Market Hill, Brandon on Monday 14th November 2022 at 7pm

**Present:** Cllr S Annear, Cllr B Brabbs, Cllr P Etherington, Cllr V Lukaniuk, Cllr D Moore, Cllr D Palmer, Cllr P Ridgwell, Cllr N Vant, Cllr C Whiteman, Cllr P Wittam

**Also Present:** 4 members of the public.

In the absence of the Chairman Cllr Skinner, Cllr Annear chaired the meeting. Cllrs Wittam and Lukaniuk were thanked by the Vice Chair for their participation at the wreath laying ceremonies both in Brandon and Bury St Edmunds.

- 1 **APOLOGIES** for absence and approval of reasons tendered.  
Cllr L Atkins, Cllr J Hughes, Cllr J Lloyd-Blackwell, Cllr S Skinner.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.  
Cllr V Lukaniuk – Non-pecuniary interest – Item 9.
- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**  
Sqn Ldr Geary could not attend the meeting due to other commitments.
- 4 **TO RECEIVE, CONFIRM AND SIGN MINUTES**  
- Of the Brandon Town Council Meeting of Monday 10th October 2022.  
**Proposer:** Cllr P Wittam  
**Seconder:** Cllr P Etherington  
Resolution Record No: **BTC/91/14/Nov/22**  
**CARRIED:** By majority vote: 9 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 10TH OCTOBER 2022 BE APPROVED.

- 5 **MATTERS ARISING** for information exchange only of the Full Council Meeting of 10<sup>th</sup> October 2022.  
Cllr Ridgwell enquired whether news regarding the phlebotomist service will be reported.  
Cllr Annear enquired if the situation regarding abandoned cars had been resolved. Cllr Palmer confirmed that the matter was now in the hands of the DVLA.
- 6 **URGENT BUSINESS** any items the Chairman considers a matter of urgent business – to be submitted no less than 48hrs prior to the meeting or by discussion with the Chairman.  
None.

Signed.....

- 7 **TO RECEIVE WRITTEN REPORT** from the Town Clerk.  
Report was received.

- 8 **PUBLIC FORUM** monthly event limited to 3 minutes duration maximum per resident, this will include reports from County, District and Town Councillors also Community Group Representatives.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/92/14/Nov/22**

**CARRIED:** Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Cllr Lukaniuk stated that he had been informed by West Suffolk Council that no changes will be made to the old local plan therefore there will be no additional developments in Brandon.

Cllr Wittam thanked all that attended the Remembrance Day service at the cemetery. He then proceeded to outline the issues concerning the costs for the street lighting in Brandon, given that we pay the same council tax as Bury St Edmunds. Whilst we have parity of council tax, we do not have parity of services.

Cllr Palmer reported that he and a Councillor from Mildenhall had been working on the street lighting subject for the previous two years. He confirmed that he had attended the laying of a wreath on behalf of Brandon Town Council at the rose garden in Bury St Edmunds on Saturday and also on Sunday at the service at the cathedral. He continued to outline the work that he is doing on obtaining a phlebotomist service in Brandon. Cllr Palmer also commenting on work he is doing in Beavor Lane and residents parking in Brandon.

Cllr Wittam noted that he had also attended a Remembrance Service in East Wreatham.

Cllr Ridgwell queried earlier statement that no major developments would take place in Brandon stating infill only. Cllr Lukaniuk confirmed this fact stating only one development site being viable, but no one had come forward to develop this site.

A resident commented that the service at the War Memorial was very good. The notice board as shown on the website was unable to be viewed. At this point Cllr Vant and Mrs Prior both explained how this could be resolved.

Cllr Moore stated there had been significant problems with the dispensing services at both Boots Pharmacies. Cllr Etherington added that there were other services available including postal delivery services.

THE CHAIRMAN RECONVENED THE MEETING

## 9 **CORRESPONDENCE**

- Brandon in Bloom – Beavor Lane Project – a general discussion took place regarding the proposed project. The Clerk is to write echoing the comments of Councillors.
- Email from Brandon resident – the Clerk read out the content of the email this being noted by Council.

Signed.....

**10 ACCOUNTS** To approve the payments for October 2022.

Cllr Ridgwell requested that we discuss the mowers at the next Full Council meeting.

**Proposer:** Cllr P Wittam

**Seconder:** Cllr P Etherington

Resolution Record No: **BTC/93/14/Nov/22**

**CARRIED:** By majority vote: 9 for, 1 abstention.

**BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR OCTOBER 2022.**

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
04/10/2022	2402	FX Live	Snow Machine - Xmas Event	£639.00	£127.80	£766.80	BACS
12/10/2022		Direct Global Trad. Ltd	Christmas Lighting	£381.64	£76.33	£457.97	BACS
14/10/2022	INV10896	Hampshire Flag Co Ltd	Flag Holder & Spares	£138.49	£27.70	£166.19	BACS
27/10/2022	191361	Start Traffic Ltd	Hazard Signs	£667.91	£133.58	£801.49	BACS
27/10/2022	191362	Start Traffic Ltd	Hazard Signs	£81.85	£16.37	£98.22	BACS
16/09/2022	INV-2464	Hugofox Ltd	Website Subscription	£29.99	£6.00	£35.99	Direct Debit
21/09/2022	M058 V7	BT	Phone OSH	£39.72	£7.94	£47.66	Direct Debit
22/09/2022	M034 HL	BT	Phone OSH	£32.79	£6.56	£39.35	Direct Debit
01/10/2022	10157	Cranberry Comms.	Microsoft 365	£121.90	£24.38	£146.28	Direct Debit
02/10/2022	11091753	Wave - Anglian Water	Water Cemetery Yard	£48.99	£0.00	£48.99	Direct Debit
03/10/2022	A292-0013	E.ON	Electric Pillar 8 Market Hill	£95.92	£4.80	£100.72	Direct Debit
03/10/2022	755A-0006	E.ON	Electric Cemetery Yard	£20.75	£1.04	£21.79	Direct Debit
05/10/2022	6C32-0013	E.ON	Electric OSH	£227.14	£11.35	£238.49	Direct Debit
06/10/2022	5A54-0013	E.ON	Electric Pillar 9 Market Hill	£20.36	£1.02	£21.38	Direct Debit
06/10/2022	3E73-0014	E.ON	Electric New Yard	£161.24	£8.06	£169.30	Direct Debit
06/10/2022	1C56-0012	E.ON	Electric Christmas Tree Pillar	£16.80	£0.84	£17.64	Direct Debit
24/10/2022		Creative Pension Trust	Pensions - October	£576.77	£0.00	£576.77	Direct Debit
01/09/2022	26370	S.A.L.C.	Payroll Service - 6 Months	£248.00	£49.60	£297.60	BACS
06/10/2022	K53728	Ernest Doe & Sons Ltd	Repairs to Mower	£136.81	£27.36	£164.17	BACS
25/10/2022	K54699	Ernest Doe & Sons Ltd	Mower Spares	£13.38	£2.68	£16.06	BACS
25/10/2022	K54700	Ernest Doe & Sons Ltd	Mower Spares	£101.24	£20.23	£121.47	BACS
07/10/2022	1085473929	Stannah Lift Services Ltd	Quarterly Lift Service	£116.67	£23.33	£140.00	BACS
10/10/2022	876120	J & D Green	Window Cleaning OSH	£20.00	£0.00	£20.00	BACS
10/10/2022	246171	Fengate Fasteners Ltd	Ladder Stab. & Const. Goods	£251.64	£50.33	£301.97	BACS
31/10/2022	247480	Fengate Fasteners Ltd	Construction Goods	£67.50	£13.50	£81.00	BACS
10/10/2022	57950	Chase Timber Products	Paint for Grotto	£7.89	£1.58	£9.47	BACS
13/10/2022	58002	Chase Timber Products	Christmas Decorations	£7.30	£1.46	£8.76	BACS
31/10/2022	58228	Chase Timber Products	Const. Goods for Notice Board	£4.68	£0.94	£5.62	BACS
12/10/2022	67504	Blademaster	Servicing Mower Blades 2 Sets	£39.25	£7.85	£47.10	BACS
13/10/2022		Mrs J Prior	Mileage/Park - Anglia in Bloom	£22.07	£0.73	£22.80	BACS
24/10/2022	SI-20406	DM Tree & Landscape	Fell - Holly Tree in Churchyard	£725.00	£145.00	£870.00	BACS
12/10/2022		Mr G Cock	Reim. Flags, Postage, Mileage	£137.18	£23.73	£160.91	BACS
26/10/2022		Mr G Cock	Reim. Land Reg, Postage, Stat.	£94.95	£6.25	£101.20	BACS
31/10/2022		Finevale Service Station	Fuel	£160.58	£32.10	£192.68	BACS
05/11/2022		HMRC	NICS	£2,169.42	£0.00	£2,169.42	BACS

**11 TO RECEIVE INCOME AND EXPENDITURE STATEMENTS AGAINST BUDGET FOR SEPTEMBER 2022**

The Income and Expenditure Statement against Budget for September 2022 was received.

Signed.....

- 12 GRANT APPLICATION** discussion to consider S137 grant from Zebras Children and Adults Charity. Cllr Wittam proposed to reject the application and was this was seconded by Cllr Etherington. A representative of the organisation spoke about the recent move to Brandon and its current operation in the area. This involved assisting thirty families in the area including fifteen in Brandon. A general debate took place regarding this matter and a vote ensued.

**Proposer:** Cllr P Wittam

**Seconder:** Cllr P Etherington

Resolution Record No: **BTC/94/14/Nov/22**

**CARRIED:** By majority vote: 8 for, 1 against, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO REJECT THE S137 GRANT APPLICATION.

- 13 TO NOTE MINUTES OF EVENTS COMMITTEE MEETING** of 12th October 2022.  
The minutes from the last Events Committee Meeting were noted and received.

- 14 TO NOTE MINUTES OF NEW CEMETERY WORKING PARTY COMMITTEE MEETING** of 26<sup>th</sup> October 2022.

The minutes from the last New Cemetery Working Party Committee Meeting were noted and received.

- 15 RESOLUTION from Cllr P Etherington No. 417**

The New Cemetery Working Party recommends to the Full Council to approve the amended new cemetery layout.

Cllr Etherington gave an overview of the proposal. Cllr Moore suggested that Councillors visit the site. Cllr Wittam asked that the matter is deferred. Cllr Whiteman requested that the Council proceed with the development process. Cllr Palmer posed a number of questions regarding the development. Cllr Etherington announced that a public consultation would be taking place on 24<sup>th</sup> and 26<sup>th</sup> November at Old School House and requested support from fellow Councillors to engage with the public on this subject. A vote then took place.

**Proposer:** Cllr N Vant

**Seconder:** Cllr S Annear

Resolution Record No: **BTC/95/14/Nov/22**

Cllr Etherington proposed that the matter be deferred until the public consultation has taken place on 24<sup>th</sup> and 26<sup>th</sup> November. A vote then ensued.

**Proposer:** Cllr P Etherington

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/96/14/Nov/22**

**CARRIED:** By majority vote: 9 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES THAT THE MATTER BE DEFERRED.

- 16 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING** of 7th November 2022  
The minutes from the last Planning Committee Meeting were noted and received.

Signed.....

**17 RESOLUTION from Cllr V Lukaniuk No. 418**

Brandon Town Council resolves to dedicate two trees in Victoria Avenue, one tree to our late Queen Elizabeth II and the second tree to Charles III on his ascension to the throne.

Withdrawn.

**18 RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

*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.*

**Proposer:** Cllr P Wittam

**Seconder:** Cllr P Etherington

Resolution Record No: **BTC/97/14/Nov/22**

**CARRIED:** Unanimous

Signed.....

## BRANDON TOWN COUNCIL

Confidential Minutes  
of the Full Brandon Town Council Meeting  
held at the Old School House, Market Hill, Brandon on Monday 14th November 2022 at 7pm

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

### 19 TO RECEIVE AND CONFIRM CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 11th July 2022.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr N Vant

Resolution Record No: **BTC/98/14/Nov/22**

**CARRIED:** By majority vote: 8 for, 1 abstention 1 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 11TH JULY 2022 BE APPROVED.

### 20 MATTERS ARISING

A show of hands was requested by the Clerk to determine the location of the next Full Council meeting. A show of hands confirmed that Old School House would be utilised.

Cllr Annear reminded Councillors that the meeting was approaching the two-hour time limit and suggested that as there were only a few items left on the agenda to consider that the meeting continued. A vote then ensued to allow the meeting to continue past the two-hour time limit.

**Proposer:** Cllr P Wittam

**Seconder:** Cllr V Lukaniuk

Resolution Record No: **BTC/99/14/Nov/22**

**CARRIED:** Unanimous

### 21 RESOLUTION from Cllr V Lukaniuk No. 419

Brandon Town Council resolves to allow a local charity access to Old School House on Tuesdays and Thursdays each week.

Cllr Lukaniuk outlined the proposal which had been discussed prior to the meeting.

A prolonged discussion took place with the Clerk being instructed to resolve minor outstanding issues. A vote then ensued.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr D Moore

Resolution Record No: **BTC/100/14/Nov/22**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO ALLOW A LOCAL CHARITY ACCESS TO OLD SCHOOL HOUSE ON TUESDAYS AND THURSDAYS EACH WEEK FOR THE PURPOSES OF OPERATING AN ADVICE SERVICE TO THE RESIDENTS OF BRANDON.

Signed.....

**22 DISCUSSION** re contribution to repair costs of wall in Church Road.

This subject was deferred awaiting further information to be obtained by the Clerk.

**23 QUOTES**

- 23.1** To consider quotation to purchase the purchase ledger module for our accounting system. The Clerk was asked if this additional accounting module was required. The Clerk outlined his reasoning behind the request. A vote then took place.

**Proposer:** Cllr P Wittam

**Seconder:** Cllr P Etherington

Resolution Record No: **BTC/101/14/Nov/22**

**CARRIED:** By majority vote: 9 for, 1 against.

BRANDON TOWN COUNCIL RESOLVES TO ACCEPT THE QUOTATION TO PURCHASE THE PURCHASE LEDGER MODULE FOR OUR ACCOUNTING SYSTEM.

- 23.2** To consider quotation to replace the column and lantern on Unit 231 on Warren Close. A vote was taken to authorise the Clerk to instruct for the work to be undertaken.

**Proposer:** Cllr P Wittam

**Seconder:** Cllr P Etherington

Resolution Record No: **BTC/102/14/Nov/22**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO ACCEPT THE QUOTATION TO REPLACE THE COLUMN AND LANTERN ON UNIT 231 WARREN CLOSE.

The meeting closed at 9.10pm

Signed.....