

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 6th March 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. Mrs C Silvester, Cllr. A Simmons (7.15pm).

Also present: Mrs C Mason (Town Clerk), 3 members of the public.

The meeting commenced at 7.06 pm.

1. APOLOGIES FOR ABSENCE

District Councillor S Edwards.

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

None.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 6th February 2006 (Public items) [LGA 1972 Sch.12).

Amendment to minutes: Page 108, Item 5 – Cllr. N Vant should read Cllr. P MacLoughlin. Page 109, Item 8 – County Councillor should read District Councillor.

Resolution Record No. **BTC/223/06/Mar/06**

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

CARRIED: Unanimous.

THAT THE AMENDED MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6TH FEBRUARY 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only.

Of the Full Brandon Town Council Meeting of Monday 6th February 2006 (Public items) [LGA 1972 Sch.12).

Cllr. N Vant felt he owed an apology to the Clerk over a question he had raised at a previous meeting regarding the sum allowed per elector under Section 137. The apology was accepted.

Resolution Record No. **BTC/224/06/Mar/06**

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

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.

Two members of the public raised the issue of youths misusing the Thetford Road bus shelter and asked how this problem is to be addressed by the Town Council.

In response, Members agreed to fully discuss the matter as an agenda item at the next Town Council meeting.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

No report available.

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

None.

The Chairman reconvened the Meeting.

8. COUNCIL VACANCY – CO-OPTION

Mr Geoffrey Hughes addressed the Town Council meeting. A short CV had been previously circulated to Members.

Resolution Record No. **BTC/225/06/Mar/06**

Proposed by Cllr. Vant and seconded by Cllr. Mrs C Arnold.

CARRIED: Unanimous.

THAT MR GEOFFREY HUGHES BE ACCEPTED AS A CO-OPTED MEMBER OF BRANDON TOWN COUNCIL.

The Declaration of Acceptance of Office was duly signed and Cllr. G Hughes was welcomed to the meeting.

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

Forest Heath Community Health Improvement Forum Representative.

Resolution Record No. **BTC/226/06/Mar/06**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs C Arnold.

CARRIED: Unanimous.

THAT COUNCILLOR MRS C SILVESTER BE APPOINTED BRANDON TOWN COUNCIL REPRESENTATIVE ON THE FOREST HEATH COMMUNITY HEALTH IMPROVEMENT FORUM.

Healthy Living Centre

Cllr. N Vant and Cllr. Mrs C Arnold declared an interest in this item and left the meeting.

The Members Book of Interest was duly signed.

The Chairman Cllr. R Silvester circulated to Members the latest drawing of the proposed Brandon Healthy Living Centre (for information only). Comments were noted.

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

Resolution Record No. **BTC/227/06/Mar/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES ENBLOC THE PLANNING APPLICATIONS HEREUNDER DESCRIBED

RECEIVED from FHDC since 1st February 2006

F/2006/0092/FUL Erection of front extension; attached garage and dormer windows to front and rear of property.

23 Pinewood Drive, Brandon

No objections.

F/2006/0132/FUL Erection of a single storey side extension.

17 Willow Close, Brandon

No objections

F/2006/0129/FUL Erection of 2 single storey residential units and conversion of existing two-storey workshop building to create a residential unit (demolition of existing outbuildings).

Land at rear of 21-23 London Road, Brandon

No objections

F/2005/0164/FUL Section 73: extension of time limit for submission of details for residential development, variation of condition 1 of planning permission F/2002/736).

No objections

DECISIONS and other information from FHDC since 1st February 2006.

Planning applications GRANTED

F/2005/1006/FUL Retrospective Application: Demolition of existing side conservatory and erection of side extension.

162 London Road, Brandon

F/2005/1016/FUL Re-submission of F/2005/0891/FUL:- Erection of first floor extension to rear of existing flat to create an additional flat.

3-9 High Street, Brandon

F/2005/0997/FUL Erection of side extension.

23 Pond Lane, Brandon

F/2005/1005/OUT Re-submission of F/2005/0130/OUT: Outline application: site for residential development.

242 London Road, Brandon

F/2005/0954/FUL Cross Boundary Application: Erection of a wood processing facility, 8 aggregate bays and a noise attenuation wall (Major Development).

Norfolk House, High Street, Brandon

Planning Application REFUSED

F/2005/0944/OUT Outline application: Erection of one dwelling.

137 London Road, Brandon

Refused

Planning Applications WITHDRAWN

F/2006/0016/FUL Conversion of granary building into 2 dwelling units with associated internal alterations.

Flint Hall Granary, School Lane, Brandon

TREE PRESERVATION ORDERS / TREE REDUCTION AND REMOVAL.

None to date.

STREET NAMING AND NUMBERING

None to date.

DELEGATION PLANNING MEETING and case Officer Recommendations

None to date.

NOTICES OF PLANNING APPEALS SINCE 1st February 2006

APP/H3510/A/05/118932

242 London Road, Brandon

TOWN AND COUNTRY PLANNING ACT 1990

Erection of single storey side and rear extensions (demolition of existing side extension),
erection of detached garage and formation of new vehicular access

F/2005/0383/FUL 193 Thetford Road, Brandon

Planning Inspectorate Appeal Reference: APP/H3510/A/06/2007884/NWF

AGENDAS / MINUTES FROM FHDC SINCE 1st February 2006

None to date

11. ACCOUNTS

To receive and approve payments.

11.1 Public Items – February 2006. Discussion permitted upon.

Resolution Record No. **BTC/228/06/Mar/06**

Proposed by Cllr. Mrs C Silvester and seconded by Cllr. A Simmons.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR FEBRUARY 2006 [PUBLIC ITEMS] AND REPRODUCED HEREUNDER IS APPROVED.

Date	Amount	Supplier	Net Total	VAT
Feb-06	64.99	Finevale (Fuel)	55.31	9.68
Feb-06	154.04	Canon (photocopier rental)	131.10	22.94
Feb-06	204.66	Silky Fox Saws (pole saw)	174.18	30.48
Feb-06	291.49	Powergen (flood lights)	277.61	13.88
Feb-06	164.41	Powergen (OSH)	156.58	7.83
Feb-06	6.00	J & D Green (window cleaner)	6.00	0.00
Feb-06	140.35	Arco (Town keepers clothing)	119.45	20.90
Feb-06	2,086.15	Public Works Loan Board	2,086.15	0.00
Feb-06	38.00	Soc. of Lcl Councils (Reg'l conference)	38.00	0.00
Feb-06	5.53	Canon (omitted from previous invoice)	4.71	0.82
Feb-06	3,392.15	Allianz Cornhill (Insurance)	3,392.15	0.00
TOTALS	6,547.77		6,441.24	106.53
Feb-06	512.31	A M Government Services Ltd	436.01	76.30
Feb-06	54.00	Unicom (phone/fax)	45.96	8.04
TOTALS	7,114.08		6,923.21	190.87

11.2 Confidential Items – February 2006 (Staff Salaries/Local Gov.Pensions).

Resolution Record No. **BTC/229/06/Mar/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR FEBRUARY 2006(CONFIDENTIAL ITEMS – STAFF SALARIES/LOCAL GOV. PENSIONS) AS CIRCULATED TO COUNCILLORS IS APPROVED.

12. JUSTICES LICENCE APPLICATION

Cllr. N Vant declared an interest in this item and left the room. The Members Book of Interest was duly signed.

Resolution Record No. **BTC/230/06/Mar/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Arnold.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL HAS NO OBJECTIONS TO THE RENEWAL OF THE GAMING LICENCE IN RESPECT OF BRECKLANDBINGO & SOCIAL CLUB, THE CINEMA, LONDON ROAD, BRANDON,SUFFOLK.

13. STREET LIGHTING

13.1 To discuss a request for additional lighting at Manor House Close, Brandon.

Resolution Record No. **BTC/231/06/Mar/06**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT A LETTER BE WRITTEN TO THE TENANTS OF MANOR HOUSE CLOSE, BRANDON, SUGGESTING FUNDING FOR ADDITIONAL LIGHTING SHOULD BE PRIMARILY SOURCED FROM FOREST HEATH DISTRICT COUNCIL. IN THE EVENT OF THIS BEING REFUSED AN APPLICATION BY THE TENANTS ASSOCIATION COULD BE SUBMITTED TO THE LINGHEATH TRUST CHARITY.

13.2 To approve the cost of additional street lighting repairs at Rought Avenue, Brandon.

Resolution Record No. **BTC/232/06/Mar/06**

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

CARRIED: 9 for 1 against

THAT BRANDON TOWN COUNCIL APPROVES, WITH COMMENTS, THE COST OF ADDITIONAL STREET LIGHT REPAIRS AT ROUGHT AVENUE, BRANDON.

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

No issues were raised.

15. BRANDON REMEMBRANCE PLAYING FIELD

Provision of allotments.

Resolution Record No. **BTC/233/06/Mar/06**

Proposed by Cllr. Mrs C Arnold and seconded by Cllr. Mrs M Young.

CARRIED: 8 for 1 against 1 abstention.

THAT BRANDON TOWN COUNCIL DEFER ANY DECISION ON THE PROVISION OF ALLOTMENTS AT THE BRANDON REMEMBRANCE PLAYING FIELD FOR A PERIOD OF THREE MONTHS TO ALLOW PEOPLE TO COME FORWARD AND STATE THEIR REQUIREMENTS.

16. BRANDON TOWN COUNCIL MARKET HILL PLANTERS

To discuss the refurbishment of the Market Hill planters.

To give an indication of the visual impact of painting the Market Hill planters in terracotta, it was agreed to test public reaction by firstly painting the three planters in situ at George Street.

Replacement costs are also to be investigated.

17. SPEEDING/PARKING ISSUES IN THE VICINITY OF BRECKLAND MIDDLE SCHOOL, CROWN STREET

To comment on correspondence received from Terry Dodman, SCC Road Safety Officer.

No further action to be taken.

18. EMERGENCY TOWN PLAN

The implementation of an Emergency Town Plan will be undertaken after the Chairman and Town Clerk have attended an Emergency Planning Seminar at Kesgrave on the 11th April 2006.

19. BRANDON TOWN COUNCIL'S MAJOR PROJECTS

19.1 Cemetery Wall – Preliminary work has been undertaken and a date to commence the actual rebuilding of the wall is imminent.

19.2 Old School House – Plans have been completed and are due to be submitted to Forest Heath District Council shortly.

19.3 New Cemetery purchase – The water table bore hole tests on proposed land for the new cemetery have taken place and a positive reading has been taken. A detailed report will be available at the next Town Council meeting.

20. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/234/06/Mar/06**

Proposed by Cllr. P MacLoughlin and seconded by Cllr P Ridgwell.

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.

BRANDON TOWN COUNCIL

Confidential Minutes

Of the Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 6th March 2006

At the (New) Forest School, Bury Road, Brandon.

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

21. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 6th February 2006.

Resolution Record No. **BTC/235/06/Mar/06**

CARRIED

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6TH FEBRUARY 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

22. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 6th February 2006.

None arising.

23. QUOTATIONS

To receive quotations for the purchase of a fire proof cabinet.

Resolution Record No. **BTC/236/06/Mar/06**

CARRIED:

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION SUBMITTED BY TINDALLS OF £XXX + VAT FOR THE PURCHASE OF A FIRE PROOF CABINET, FIRE RATED FOR A PERIOD OF TWO HOURS.

24. REGISTRATION OF THE LAND AT THE EAST OF THE LODGE ADVERSE POSSESSION OF LAND AT 2 VICTORIA AVENUE GRAVEL HILL PIT, THETFORD ROAD PLAY AREA

CONFIDENTIAL

25. EMPLOYMENT MATTER – TOWN KEEPER

Resolution Record No. **BTC/237/06/Mar/06**

CARRIED: Unanimous.

AS LINE MANAGER, THE TOWN CLERK WILL DEAL WITH THE ISSUES RAISED IN AN APPROPRIATE MANNER AND ANY DECISION MADE WILL HAVE THE SUPPORT OF THE FULL COUNCIL.

The meeting terminated at 9.25pm.