

BRANDON TOWN COUNCIL

Minutes of the Annual Town Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 11 May 2009
In the Council Chamber, Old School House, Market Hill, Brandon.

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

Also present: Mrs C Mason (Town Clerk), Cllr. B Bishop, Sgt. Keith Grant, 1 member of the press and three members of the public.

The meeting commenced at 7.00 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. K Butcher, seconded by Cllr. R Silvester that Cllr. S Edwards be elected Chairman.

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

By written ballot the following votes were given: Cllr. S Edwards 7 votes and Cllr. G Hughes 6 votes.

Resolution Record No. **BTC/01/11/May/09**

CARRIED: By majority vote.

THAT COUNCILLOR STEPHEN EDWARDS BE ELECTED CHAIRMAN OF BRANDON TOWN COUNCIL FOR THE YEAR 2009/2010.

The newly elected Chairman duly signed the Declaration of Acceptance of Office and took the Chair. A vote of thanks was given to Cllr. R Silvester for the work he has carried out during his four year term of office.

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. R Silvester, seconded by Cllr. N Vant that Cllr. G Hughes be elected Vice Chairman.

It was proposed by Cllr. P Ridgewell, seconded by Cllr. S Le Grys that Cllr. A Simmons be elected Vice Chairman.

By written ballot the following votes were given: Cllr. G Hughes 8 votes Cllr. A Simmons 5 votes.

Resolution Record No. **BTC/02/11/May/09**

CARRIED: By majority vote.

THAT COUNCILLOR GEOFF HUGHES BE ELECTED VICE CHAIRMAN OF BRANDON TOWN COUNCIL FOR THE YEAR 2009/2010

3. APOLOGIES FOR ABSENCE and approval of reasons tendered.

Cllr. E Ashley.

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

Brandon Action Group: Cllr. Mrs S Jureko Cllr. R Silvester.
Citizens Advice Bureau: Cllr. A Simmons.
Brandon Heritage Centre: Cllr. Mrs S Jureko.
Brandon Neighbourhood Watch: Cllr. P Ridgwell.
Brandon Remembrance Playing Field: Cllr. P MacLoughlin.
Community Association Representative: Cllr. G Hughes.
Public Transport Liaison Officer: Cllr. P Ridgwell.
Suffolk Association of Local Councils: Cllr. A Simmons Cllr. R Silvester.
Brandon Communities Partnership: Cllr. R Silvester.
Forest Heath District Council Health Forum: Cllr. S Le Grys.
The Brandon Poors Estate: Cllr. D Bimson.
The Edmund Atmere Charity & Lingheath Trust Charity: Cllr. N Vant Cllr. R Silvester.

6. REPRESENTATIVES FOR BRANDON TOWN COUNCIL COMMITTEES 2009/10

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

7. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 6 April 2009 (Public Items).
Amendment to minutes: Agenda item 7 to read... weekend, afternoon or evening session...
Resolution Record No. **BTC/03/11/May/09**

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

CARRIED: 11 for 2 abstentions (not present at the previous meeting).

THAT THE AMENDED MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6 APRIL 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

8. MATTERS ARISING for information exchange only.

Of the Full Brandon Town Council Meeting of Monday 6 April 2009 (Public Items).
A reminder was given that the rubbish bags on the Brandon and Elvedon Road had not yet been cleared. Cllr. Simmons to investigate.

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

Resolution Record No. **BTC/04/11/May/09**

Proposed by Cllr. G Hughes and seconded by Cllr. R Silvester.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

A member of the public raised the issue of an alcohol exclusion zone in Brandon. This matter was discussed in full detail later in the meeting.

10. TO RECEIVE A REPORT FROM THE POLICE

Sgt. Keith Grant was welcomed to the meeting. Monthly crime statistics: Two dwelling burglaries, 2 wheelie bin fires, one of these being a commercial bin, one incident of

criminal damage in the High Street. A Passive Dogs Operation on the 24 April resulted in a number of persons being stopped and drugs detected.

11. TO RECEIVE A REPORT FROM RAF LAKENHEATH

With aircraft returning from Afghanistan, it was reported there would be increased aircraft activity during the coming week. With little else to report questions were invited.

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

Cllr. Bishop said Suffolk County Council had been given a tour of Breckland School by the Head teacher Duncan Reed. Other matters reported included the surface water on Gas House Drove and issues of through traffic at Lingheath Road. Congratulations were given to the council on the near completion of The Orchard project.

The meeting was reconvened.

13. URGENT BUSINESS – any items the Chairman considers a matter of urgent business. None.

14. ACCOUNTS

14.1 Approval of payments: Public Items – April 2009. Discussion permitted upon.

14.2 Confidential Items – April 2009 (Staff Salaries).

Resolution Record No. **BTC/05/11/May/09**

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

CARRIED: Unanimous.

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

Date	Amount	Supplier	Net Total	VAT
Apr-09	111.66	Tindalls (x 2 Stationery)	97.10	14.56
Apr-09	150.77	Canon (Photocopier)	131.10	19.67
Apr-09	2.99	Travis Perkins	2.60	0.39
Apr-09	150.70	FHDC (Trade Refuse)	131.04	19.66
Apr-09	87.59	Finevale Service Station	76.16	11.43
Apr-09	19.50	SLCC (Updates)	19.50	
Apr-09	149.30	Pearsons (Skip Empty)	129.83	19.47
Apr-09	824.20	SALC (Subscription)	824.20	
Apr-09	131.48	Lyreco (Stationery)	114.33	17.15
Apr-09	630.50	FHDC (OSH Rates)	630.50	
Apr-09	873.00	FHDC (Cemetery Rates)	873.00	
Apr-09	4,305.58	Armour Products Ltd (Brandon Signs)	3,743.98	561.60
Apr-09	345.00	SALC (CiLCA Training)	345.00	
Apr-09	162.00	P.M. Robson Funeral Supply	162.00	
Apr-09	14.00	J & D Green (Window Cleaner)	14.00	
Apr-09	53.75	Anglian Water (OSH)	53.75	
Apr-09	316.16	British Gas	301.11	15.05
Apr-09	211.23	E.ON (OSH)	201.17	10.06
Apr-09	329.12	E.ON (external box)	313.45	15.67
Apr-09	51.75	SALC Publishing training	45.00	6.75
Apr-09	120.00	Reeves Cleaning	120.00	
			8,328.82	

TOTAL 9,040.28

711.46

15. ALCOHOL EXCLUSION ZONE

Prior to discussion, advice was sought from Sgt Keith Grant on the policing aspect of creating an alcohol free zone within selected areas of Brandon.

Resolution Record No. **BTC/06/11/May/09**

Proposed by Cllr. S Le Grys and seconded by Cllr. A Simmons.

NOT CARRIED: 1 for 11 against.

THAT BRANDON TOWN COUNCIL EXPLORES THE POSSIBILITY OF AN ALCOHOL EXCLUSION ZONE WITHIN SELECTED AREAS OF BRANDON.

16. THE AVENUE

Resolution Record No. **BTC/07/11/May/09**

Proposed by Cllr. G Hughes and seconded by Cllr. Mrs M Young.

CARRIED: Unanimous.

THAT THIS COUNCIL INVESTIGATES THE COST AND PRACTICALITIES OF PLANTING EIGHT NEW LIME TREES IN THE AVENUE, BRANDON.

17. RECRUITMENT TO THE NEIGHBOURHOOD PANEL PROJECT (LOCALITY PILOT)

Resolution Record No. **BTC/08/11/May/09**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPOINTS COUNCILLOR GEOFF HUGHES TO BE THE COUNCIL'S REPRESENTATIVE ON THE PROPOSED NEIGHBOURHOOD PANEL (LOCALITY PILOT).

18. HANGING BASKETS

Resolution Record No. **BTC/09/11/May/09**

Proposed by Cllr. R Silvester and seconded by Cllr. A Simmons.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION RECEIVED FROM DIDDLINGTON NURSERIES FOR FOURTEEN HANGING BASKETS AT A COST OF ONE HUNDRED AND SIXTY EIGHT POUNDS PLUS VAT.

19. TOWN CLERK'S APPRAISAL

Resolution Record No. **BTC/10/11/May/09**

Proposed by Cllr. R Silvester and seconded by Cllr. A Simmons.

CARRIED: Unanimous.

THAT THE RECOMMENDATIONS OF THE APPRAISAL PANEL TO AWARD THE TOWN CLERK A SALARY INCREASE OF ONE HALF OF A SPINAL POINT IS APPROVED.

20. REVIEW OF THE EMERGENCY RECEPTION TEAM

Agreed that Cllr. Hughes, Cllr. Silvester, Cllr. Butcher, Cllr. Mrs Jureko, Cllr Simmons, Cllr. Mrs Young continues as the emergency reception team.

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

Contents were noted. An email updating members of the outcome of the meeting held at the

Thetford Road pedestrian crossing was circulated with the clerk's log.

22. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/11/11/May/09**

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: CONTRACT.

BRANDON TOWN COUNCIL

Confidential Minutes

Of the Annual Town Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 11 May 2009
In the Council Chamber, Old School House, Market Hill, Brandon.

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

23. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 6 April 2009.

Resolution Record No.

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL
MEETING OF MONDAY 6 APRIL 2009 BE ACCEPTED AND SIGNED AS A TRUE
RECORD.

24. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 6 April 2009.

None.

25. NEW CEMETERY

For information only: Our complaint has been acknowledged by both Forest Heath District Council and Suffolk County Council. The information will now be passed to the relevant Monitoring Officers for their consideration.

The meeting closed at 8.22 pm.