

**BRANDON TOWN COUNCIL**  
Minutes of the Meeting of the Annual Town Council  
held at 7pm on Monday 10th May 2004  
at the (New) Forest Primary School, Bury Road, Brandon

**Present:** The Chairman Cllr Ms J S Bourton, The Vice Chairman Cllr Mrs E Milner, Cllr Mrs J A Ahern, Cllr Mr P S Baldwin, Cllr Mr S J Edwards, Cllr Mrs S Jureko, Cllr Mr P MacLoughlin, Cllr Mr S A Newbon, Cllr Mr P R Ridgwell, Cllr Mr A P Saxby, Cllr Mr N A Vant.

**Also Present:** Mr J P Scott (Town Clerk), 1 member of the Press, 3 members of the public.

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

The Chairman Cllr Ms J S Bourton asked for nominations for the Office of Chairman

Resolution Record No. **BTC/001/10/May/04**  
to Brandon Town Council.

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

**CARRIED:** 10 for, 0 against, 1 abstention.

**THAT COUNCILLOR MS J S BOURTON BE ELECTED CHAIRMAN OF BRANDON TOWN COUNCIL FOR 2004 / 2005**

Councillor Ms J S Bourton was thus elected and duly signed the Chairman's Declaration of Acceptance of Office. There were no other nominations.

**2. ELECTION OF VICE - CHAIRMAN**

The Chairman Cllr Ms J S Bourton asked for nominations for the Office of Vice-Chairman to Brandon Town Council.

Resolution Record No. **BTC/002/10/May/04**

Proposed by Mrs S Jureko and seconded by The Chairman Cllr Ms J S Bourton.

**CARRIED:** Unanimous.

**THAT COUNCILLOR MRS E MILNER BE ELECTED VICE-CHAIRMAN OF BRANDON TOWN COUNCIL FOR 2004 / 2005**

Councillor Mrs E Milner was thus elected. There were no other nominations.

**3. APOLOGIES FOR ABSENCE** and approval of reasons tendered [LGA 1972 s.85]  
Cllr Mr V E Ashley, Cllr Mr R Silvester, Cllr Mrs C M Silvester,

**4. DECLARATIONS OF INTEREST** and additions to Members Register of Interests [per Parish Councils Code of Conduct 2001 / Local Government Act 2000]

Cllr Mr P MacLoughlin declared an interest in Item 18:4, Brandon Remembrance Playing Fields Trust, and duly signed the Members Book of Interests. Cllr Mrs J A Ahern declared an interest in Items 12:1 and 18:1, Lingheath Trust Charity, and duly signed the Members Book of Interests. Cllr Mr N A Vant declared an interest in Item 18:1, Lingheath Trust Charity, and duly signed the Members Book of Interests. Cllr Mrs S Jureko declared an interest in Item 12:1, Neighbourhood Watch, and duly signed the Members Book of Interests. Cllr Mr S J Edwards declared an interest in Item 26, Justices Licence Applications and Item 5:3, Brandon Heritage Centre.

## **5. APPOINTMENT OF COUNCILLORS TO COMMUNITY GROUPS 2004/2005**

### 5.1 Brandon Action Group.

Resolution Record No. **BTC/003/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mr A P Saxby.

**CARRIED:** Unanimous.

THAT COUNCILLOR MRS S JUREKO BE APPOINTED BRANDON TOWN COUNCIL REPRESENTATIVE ON THE BRANDON ACTION GROUP FOR 2004 / 2005

A N Other deferred until the next Full Council Meeting.

### 5.2 Brandon and Mildenhall Citizens Advice Bureau.

Deferred until the next Full Council Meeting.

### 5.3 Brandon Heritage Centre.

Cllr Mr S J Edwards declared an interest and abstained.

Resolution Record No. **BTC/004/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by The Vice-Chairman Cllr Mrs E Milner.

**CARRIED:** 10 for, 0 against, 1 abstention.

THAT COUNCILLOR MRS S JUREKO BE APPOINTED BRANDON TOWN COUNCIL REPRESENTATIVE FOR THE BRANDON HERITAGE CENTRE FOR 2004 / 2005

### 5.4 Brandon Neighbourhood Watch.

Left vacant until further notice.

### 5.5 Brandon Remembrance Playing Field Committee.

Cllr Mr P MacLoughlin declared an interest and abstained.

Resolution Record No. **BTC/005/10/May/04**

Proposed by Cllr Mrs S Jureko and seconded by Cllr Mr S J Edwards.

**CARRIED:** 6 for, 1 against, 4 abstentions.

THAT COUNCILLOR MR S A NEWBON BE APPOINTED BRANDON TOWN COUNCIL REPRESENTATIVE ON THE BRANDON REMEMBRANCE PLAYING FIELD COMMITTEE FOR 2004 / 2005

### 5.6 Brandon Remembrance Playing Field Steering Group

Resolution Record No. **BTC/006/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mr S N Newbon.

**CARRIED:** 8 for, 1 against, 2 abstentions.

THAT THE CHAIRMAN, COUNCILLOR MS J S BOURTON, AND COUNCILLOR MRS S JUREKO BE APPOINTED AS BRANDON TOWN COUNCIL REPRESENTATIVES ON THE BRANDON REMEMBRANCE PLAYING FIELD STEERING GROUP FOR 2004 / 2005

A N Other deferred until the next Full Council Meeting.

### 5.7 Community Association Representative.

Resolution Record No. **BTC/007/10/May/04**

Proposed by Cllr Mr A P Saxby and seconded by Cllr Mr S N Newbon.

**CARRIED:** Unanimous.

THAT A DECISION TO APPOINT A BRANDON TOWN COUNCIL REPRESENTATIVE ON THE COMMUNITY ASSOCIATION FOR 2004 / 2005 BE DEFERRED UNTIL THE NEXT FULL COUNCIL MEETING

5.8 Keystone Development Trust.

Resolution Record No. **BTC/008/10/May/04**

Proposed by Cllr Mr N A Vant and seconded by Cllr Mr S J Edwards.

**CARRIED:** 10 for, 1 against, 1 abstention.

THAT THE CHAIRMAN, COUNCILLOR MS J S BOURTON, BE APPOINTED AS BRANDON TOWN COUNCIL REPRESENTATIVE ON THE KEYSTONE DEVELOPMENT TRUST FOR 2004 / 2005

5.9 Public Transport Liaison Officer.

Resolution Record No. **BTC/009/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by The Vice-Chairman Cllr Mrs E Milner.

**CARRIED:** Unanimous.

THAT COUNCILLOR MR P R RIDGWELL BE APPOINTED AS BRANDON TOWN COUNCIL PUBLIC TRANSPORT LIAISON OFFICER FOR 2004 / 2005

5.10 Suffolk Association of Local Councils.

Resolution Record No. **BTC/010/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mrs S Jureko.

**CARRIED:** Unanimous.

THAT THE VICE-CHAIRMAN COUNCILLOR MRS E MILNER BE APPOINTED BRANDON TOWN COUNCIL REPRESENTATIVE FOR THE SUFFOLK ASSOCIATION OF LOCAL COUNCILS FOR 2004 / 2005

5.11 Suffolk Property Review for Brandon Steering Group.

Resolution Record No. **BTC/011/10/May/04**

Proposed by Cllr Mr N A Vant and seconded by Cllr Mr A P Saxby.

**CARRIED:** 6 for, 0 against, 5 abstentions.

THAT COUNCILLOR MR P R RIDGWELL BE APPOINTED AS BRANDON TOWN COUNCIL REPRESENTATIVE ON THE SUFFOLK PROPERTY REVIEW FOR BRANDON STEERING GROUP FOR 2004 / 2005

5.12 Brandon Communities Partnership.

Resolution Record No. **BTC/012/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mrs J A Ahern.

**CARRIED:** 8 for, 0 against, 3 abstentions.

THAT THE CHAIRMAN, COUNCILLOR MS J S BOURTON, BE APPOINTED AS BRANDON TOWN COUNCIL REPRESENTATIVE ON THE BRANDON COMMUNITIES PARTNERSHIP FOR 2004 / 2005

The Chairman, Cllr Ms J S Bourton, wished to record that Cllr Mrs S Jureko is the Brandon Town Council Representative on Board of Governors for The Glade School, Brandon.

## **REPRESENTATIVES FOR BRANDON TOWN COUNCIL COMMITTEES 2004/2005**

East Ward Lighting Committee

Resolution Record No. **BTC/013/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mrs J A Ahern.

**CARRIED:** Unanimous.

THAT COUNCILLOR MRS S JUREKO, COUNCILLOR MR P R RIDGWELL AND COUNCILLOR MR P McLOUGHLIN BE APPOINTED AS BRANDON TOWN COUNCIL REPRESENTATIVES ON THE EAST WARD LIGHTING COMMITTEE FOR 2004 / 2005

West Ward Lighting Committee

Resolution Record No. **BTC/014/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mrs J A Ahern.

**CARRIED:** Unanimous.

THAT COUNCILLOR MR S J EDWARDS, COUNCILLOR MR P S BALDWIN AND COUNCILLOR MR A P SAXBY BE APPOINTED AS BRANDON TOWN COUNCIL REPRESENTATIVES ON THE WEST WARD LIGHTING COMMITTEE FOR 2004 / 2005

7.28 pm - Cllr Mr A P Saxby left the Meeting and did not return (work commitments)

Brandon Town Council Cemetery Committee

The Full Council

## **6. TO RECEIVE, CONFIRM AND SIGN MINUTES**

Of the Full Brandon Town Council Meeting of Monday 5th April 2004 (Public Items) [LGA 1972 Sch.12]

Resolution Record No. **BTC/015/10/May/04**

Proposed by The Vice-Chairman Cllr Mrs E Milner and seconded by The Chairman Cllr Ms J S Bourton.

**CARRIED:** Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5th APRIL 2004 BE ACCEPTED AND SIGNED AS A TRUE RECORD

## **7. MATTERS ARISING - for information exchange only**

Of the Full Brandon Town Council Meeting of Monday 5th April 2004

None.

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

None received.

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

None.

## **10. WARD REPORTS FROM COUNCILLORS**

STREET SIGN, WOODLANDS RISE, BRANDON

Resolution Record No. **BTC/016/10/May/04**

Proposed by The Vice-Chairman Cllr Mrs E Milner and seconded by Cllr Mr S A Newbon.

**CARRIED:** Unanimous.

BRANDON TOWN COUNCIL AGAIN WRITES TO FOREST HEATH DISTRICT COUNCIL REPORTING THE DAMAGED STREET SIGN IN WOODLANDS RISE, BRANDON AND REQUESTING IT BE REPAIRED OR REPLACED AS SOON AS POSSIBLE. BRANDON TOWN COUNCIL PREVIOUSLY REPORTED THIS MATTER APPROXIMATELY EIGHTEEN MONTHS AGO BUT FOREST HEATH DISTRICT COUNCIL HAVE TAKEN NO ACTION TO DATE

FLASHING SPEED SIGN, LONDON ROAD, BRANDON

Resolution Record No. **BTC/017/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by The Vice-Chairman Cllr

Mrs E Milner.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL WRITES TO SUFFOLK COUNTY COUNCIL COMPLAINING ABOUT THE 'FLASHING' 40 MPH SPEED SIGN LOCATED ON THE NORTH SIDE OF LONDON ROAD, BRANDON. THE SIGN FACES EASTBOUND TRAFFIC, APPROXIMATELY 50 METRES EAST OF THE JUNCTION WITH HILLSIDE, AND HAS NOT WORKED FOR OVER EIGHTEEN MONTHS. BRANDON TOWN COUNCIL REQUESTS THAT THIS 'FLASHING' SIGN BE EITHER REPAIRED OR REMOVED FORTHWITH

Cllr Mr S A Newbon: drew attention to Warren Close where a footpath merges with the road leading into Heathcote House car park. Pedestrians and children on cycles often venture onto this road without warning and are at risk from moving motor vehicles. Consideration ought to be given to the erection of a pedestrian barrier – To be itemised on the next Full Council Meeting agenda.

Cllr Mr P R Ridgwell: complained about the speed bumps along the entrance road to the Brandon Leisure Centre being too high.

Cllr Mr P T MacLoughlin: assured the Meeting that these bumps conform to regulation measurements.

Cllr Mr P R Ridgwell: complained about the brick structure on the east side of the entrance road to the Brandon Leisure Centre next to the tennis courts. He described how it causes driver visibility obstruction. Vehicles leaving the Centre have to travel into the middle of the road to negotiate the structure.

Cllr Mr P T MacLoughlin: pointed out that this building contains a gas pump serving the surrounding area and it cannot be extracted or removed. White lines are marked down the middle of the road to safely guide passing vehicles.

Cllr Mr P R Ridgwell: complained about wheelie bins in White Hart Lane, Brandon that are normally full of household rubbish. He had counted a total of 52 bins within a 100yard stretch and reports that such a large number of bins in a small area is both unsightly and unhygienic – To be itemised on the next Full Council Meeting agenda.

## **11. PLANNING APPLICATIONS:** Notifications circulated: plans at Meeting.

### 11.1 RECEIVED from FHDC since 5th April 2004

F/2004/0349/CLE: Certificate of lawfulness for an existing use – breach of condition of N/74/156/M – occupation by persons not employed in agriculture. The Water Garden Nurseries, Gas House Drove, Brandon.

Resolution Record No. **BTC/018/10/May/04**

Proposed by Cllr Mrs J A Ahern and seconded by Cllr S A Newbon.

**CARRIED:** Unanimous

THAT BRANDON TOWN COUNCIL WRITES TO FOREST HEATH DISTRICT COUNCIL DEVELOPMENT CONTROL SERVICES REQUESTING FULL PARTICULARS OF APPLICATION F/2004/0349/CLE BE PROVIDED. ALSO, THAT ANY DECISION ON THIS APPLICATION BE DEFERRED UNTIL AFTER THE NEXT FULL MEETING OF BRANDON TOWN COUNCIL

Resolution Record No. **BTC/019/10/May/04**

Proposed by Cllr Mrs J A Ahern and seconded by The Vice-Chairman Cllr Mrs E Milner.

**CARRIED:** 9 for, 0 against, 1 abstention.

THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTION TO THE PLANNING APPLICATIONS HEREUNDER DESCRIBED

F/2004/0296/FUL: 49, Queens Road, Brandon. Erection of single storey rear extension.

Applicant: Mr N Cubitt, 49, Queens Road, Brandon.

RESOLVED NO OBJECTION

F/2004/0313/FUL: 39, St Margaret's Drive, Brandon. Erection of a rear conservatory.

Applicant: Mr D Masters, 39, St Margaret's Drive, Brandon.

RESOLVED NO OBJECTION

F/2004/0189/FUL: 69, Queens Road, Brandon. Detached garage in rear garden. Applicant:

Mr G W Hancock, 69, Queens Road, Brandon.

RESOLVED NO OBJECTION

F/2004/0337/FUL: 53, High Street, Brandon. Change of use from ground floor unit to beauty salon/complimentary treatment with ancillary sales. Applicant: Mrs P Hasard, 38, Elizabeth Watling Close, Thetford, Norfolk, IP24 1TP.

RESOLVED NO OBJECTION

F/2004/0352/FUL: Land at 100, Bury Road, Brandon. Outline Application: erection of one dwelling and creation of new vehicular access. Applicants: Mr and Mrs Heayers, 100, Bury Road, Brandon, Suffolk.

RESOLVED NO OBJECTION

F/2004/0371/FUL: Unit 6, Station Road, Brandon. Change of use from Classes B1 and B2 to Classes B1 and B8. Applicants: Mr I G Manns, Strides, 15, Napier Place, Brandon, Suffolk.

RESOLVED NO OBJECTION

F/2004/0344/FUL: Chiltern House, 36, High Street, Brandon. Display of externally illuminated advertisement sign. Applicant: Chilterns Ltd., Chiltern House, 36, High Street, Brandon, Suffolk.

RESOLVED NO OBJECTION

## **11.2 STREET NAMING and Numbering**

Erection of 4 dwellings at Land off Coulson Lane, Brandon. The developer has proposed the following name for this development:

'Numbers: 1 - 4, Breckland Court, Brandon, Suffolk'

Resolution Record No. **BTC/020/10/May/04**

Proposed by Cllr Mr P T MacLoughlin and seconded by Cllr Mr S A Newbon.

**CARRIED:** 8 for, 0 against, 3 abstentions.

THAT BRANDON TOWN COUNCIL OBJECTS TO STREET NAMING PROPOSAL 'NUMBERS 1-4, BRECKLAND COURT, BRANDON, SUFFOLK' ON THE FOLLOWING GROUNDS: THE NAME 'BRECKLAND COURT' DOES NOT IDENTIFY WITH THE TOWN OF BRANDON AND DETRACTS FROM BRANDON'S RICH LOCAL HERITAGE. THE SAID COUNCIL REQUESTS THAT THIS DEVELOPMENT BE NAMED SAXON COURT IN RECOGNITION THAT ACCESS DIRECTLY

OVERLOOKS AN ANCIENT SAXON SETTLEMENT WHICH IS A CRUCIAL ASPECT OF BRANDON'S HISTORY

**12. ACCOUNTS:** to receive and approve April 2004 payments.

12.1 Public Items – discussion permitted thereon.

Cllr Mrs J A Ahern declared an interest in Item 12:1, Lingheath Trust Charity (Pay No.17).  
Cllr Mr S A Newbon declared an interest in Item 12:1, Community First Responder (Pay No.8).  
Cllr Mrs S Jureko declared an interest in Item 12:1, Brandon Neighbourhood Watch (Pay No.5).  
Cllr Mr S J Edwards declared an interest in Item 12:1, Brandon Heritage Centre (Pay No.3).

Resolution Record No. **BTC/021/10/May/04**

Proposed by The Vice Chairman Cllr Mrs E Milner and seconded by The Chairman Cllr Ms J S Bourton.

**CARRIED:** Unanimous.

THAT THE PAYMENTS ON THE LIST SUBMITTED FOR APRIL 2004 (PUBLIC ITEMS) AND REPRODUCED HEREUNDER ARE APPROVED

Date	Amount	Supplier	Net Total	VAT
Apr-30	7.50	Plus Publishing Subscription	7.50	
Apr-30	200.00	Breckland Youth Club	200.00	
Apr-30	200.00	Brandon Heritage Centre	200.00	
Apr-30	200.00	Citizens Advice Bureau	200.00	
Apr-30	200.00	Brandon Neigh.Watch	200.00	
Apr-30	200.00	Apollo Twirl Team	200.00	
Apr-30	200.00	Suffolk Acc. Rescue Ser.	200.00	
Apr-30	500.00	Community First Responder	500.00	
Apr-30	48.26	Petty Cash Imprest	48.26	
Apr-30	52.40	Petty Cash Imprest	52.40	
Apr-30	752.00	SALC 2004/05 Subscription	640.00	112.00
Apr-30	25.20	SALC Local Cllr.Mag. Subs.	25.20	
Apr-30	435.32	Kents Insurance Brokers	435.32	
Apr-30	20.00	Suffolk Acre Subscription	20.00	
Apr-30	6.00	J & D Green	6.00	
Apr-30	50.76	Recroot Employ. Agency	43.20	7.56
Apr-30	141.00	Rudlings & Wakelam Sol.	120.00	21.00
Apr-30	11.52	Border Building Supplies	9.80	1.72
Apr-30	76.38	Pearsons (Thetford) Ltd.	65.00	11.38
Apr-30	35.24	Cannon Copies	29.99	5.25
<b>TOTAL</b>	<b>3,361.58</b>		<b>3,202.67</b>	<b>158.91</b>
Apr-30	33.50	British Gas		
Apr-30	quarterly	Anglian Water	quarterly	quarterly
Apr-30	538.54	A M Asset lighting	458.33	80.21
Apr-30	quarterly	Powergen -20/2	quarterly	quarterly
Apr-30	864.87	Powergen -no 20	736.06	128.81
Apr-30	quarterly	Powergen -no 49	quarterly	quarterly
Apr-30	quarterly	Powergen -no 51	quarterly	quarterly
Apr-30	quarterly	BT fax/internet	quarterly	quarterly
Apr-30	quarterly	BT main tel line	quarterly	quarterly
Apr-30	22.00	FHDC garage rent	18.15	3.85
Apr-30	27.61	FHDC Rates Cem	27.61	
Apr-30	227.40	FHDC Rates OSH	227.40	

TOTAL 1,713.92

1,467.55

212.87

12.1 Confidential Items (Staff salaries/Local Gov. Pension)

Resolution Record No. **BTC/022/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mrs S Jureko.

**CARRIED:** Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR APRIL 2004 (CONFIDENTIAL ITEMS – STAFF SALARIES) AS CIRCULATED TO COUNCILLORS IS APPROVED.

12.2 Brandon Lads and Lasses Funding Request – S.137 LGA 1972.

*THAT THE COUNCIL PURSUANT TO SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972 INCURS THE FOLLOWING EXPENDITURE WHICH IN THE OPINION OF THE COUNCIL IS IN THE INTERESTS OF THE AREA OR ITS INHABITANTS AND WILL BENEFIT THEM IN A MANNER COMMENSURATE WITH THE EXPENDITURE*

Resolution Record No. **BTC/023/10/May/04**

Proposed by Cllr Mr S A Newbon and seconded by Cllr Mr P S Baldwin.

**CARRIED:** 9 for, 0 against, 2 abstentions.

THAT BRANDON TOWN COUNCIL GRANTS BRANDON LADS AND LASSES AFC £150

### **13. TO BE ADVISED OF EXISTING CEMETRY WORKS**

13.1 Town Keepers Report

Resolution Record No. **BTC/023/10/May/04**

Proposed by Cllr Mr S A Newbon and seconded by Cllr Mr P S Baldwin.

**CARRIED:** 8 for, 1 against, 1 abstention.

THAT BRANDON TOWN COUNCIL INSTRUCTS S & P LANDSCAPES TO CHIP THE STICKS COLLECTED FROM TREE PRUNING UNDERTAKEN BY THE TOWN KEEPERS

### **14. TO ADOPT 2004/2005 TOWN COUNCIL RISK ASSESSMENT PLAN**

Resolution Record No. **BTC/024/10/May/04**

Proposed by Cllr Mrs J A Ahern and seconded by Cllr Mrs S Jureko.

**CARRIED:** 7 for, 0 against, 3 abstentions.

THAT BRANDON TOWN COUNCIL ADOPTS THE LOCAL COUNCIL RISK SYSTEM ASSESSMENT AND ACTION PLAN, COMPILED AND SIGNED BY J P SCOTT (TOWN CLERK) AND DATED 10 MAY 2004, FOR 2004/2005

### **15. TO AGREE A BRANDON TOWN COUNCIL PROSECUTION POLICY**

Resolution Record No. **BTC/025/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by The Vice Chairman Cllr Mrs E Milner.

**CARRIED:** 8 for, 2 against, 0 abstentions.

THAT BRANDON TOWN COUNCIL CONSULTS WITH THE POLICE AND REQUESTS THAT SERGEANT M LARNER REPORTS TO THE NEXT FULL TOWN COUNCIL MEETING BEFORE DECIDING UPON THE ADOPTION OF A PROSECUTION POLICY

Resolution Record No. **BTC/026/10/May/04**

Proposed by The Vice Chairman Cllr Mrs E Milner and seconded by The Chairman Cllr Ms J

S Bourton.

**CARRIED:** Unanimous.

THAT THE TOWN CLERK CONSULTS WITH THE CHAIRMAN OR VICE CHAIRMAN BEFORE PROSECUTING ON BEHALF OF BRANDON TOWN COUNCIL, UNTIL A FORMAL PROSECUTION POLICY IS ADOPTED

Resolution Record No. **BTC/027/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mr S A Newbon.

**CARRIED:** Unanimous.

THAT THE CONFIDENTIAL SECTION OF THIS MEETING IS BROUGHT FORWARD AND THE CONFIDENTIAL ITEMS BE NOW HEARD

**24. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:**

Resolution Record No. **BTC/028/10/May/04**

Proposed by The Chairman Cllr Ms J S Bourton and seconded by Cllr Mr S A Newbon.

**CARRIED:** Unanimous

THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW FOR THE FOLLOWING REASONS: CONFIDENTIAL MINUTES; STAFFING ISSUES; QUOTATIONS. [Section 100(A)(4) LGA 1972]

Confidential Minutes  
of the Annual Brandon Town Council Meeting  
held on Monday 10th May 2004  
at the (New) Forest Primary School, Bury Road, Brandon

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

8.30pm Resolution Record No. **BTC/029/10/May/04**

**CARRIED:**

THAT THIS MEETING ADJOURNS FOR A FIVE-MINUTE BREAK

8.35pm Meeting resumed.

Resolution Record No. **BTC/030/10/May/04**

**CARRIED:**

THAT AGENDA ITEMS 28, 29 AND 30 OF THIS MEETING WILL NOW BE HEARD, AFTERWHICH THE MEETING WILL TERMINATE AND ALL OTHER ITEMS ON THE AGENDA WILL BE DEFERRED UNTIL THE NEXT FULL COUNCIL MEETING TO BE HELD ON MONDAY 7TH JUNE 2004

**28. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES -**

Of the Full Brandon Town Council Meeting of Monday 5th April 2004.

Resolution Record No. **BTC/031/10/May/04**

**CARRIED:**

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5TH APRIL 2004, BE ACCEPTED AND SIGNED AS A TRUE RECORD

**29. MATTERS ARISING FROM CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Meeting of Monday 5th April 2004.

None.

**30. QUOTATIONS**

30.1 Opening of sealed tenders for the demolition of the walls and erection of steel fencing at the Orchard, Coulson Lane, Brandon.

Resolution Record No. **BTC/032/10/May/04**

**CARRIED:**

THAT BRANDON TOWN COUNCIL WRITES TO THE FOLLOWING FIRMS WHICH TENDERED FOR THE DEMOLITION OF WALLS AND ERECTION OF STEEL FENCING AT THE ORCHARD, COULSON LANE, BRANDON: 1) BROOKS & WOOD LTD, BUILDING AND CIVIL ENGINEERING CONTRACTORS 2) N & G ALEXANDER, FENCING SERVICES AND SUPPLIES. THAT THE TOWN COUNCIL REQUESTS BOTH FIRMS REAFFIRM THEIR QUOTATIONS, TO INCLUDE BLACK POWDER COATING OF FENCING, AND FURNISH EXACT SPECIFICATIONS OF THE WORK TO BE UNDERTAKEN. REPLIES ARE REQUIRED BEFORE THE NEXT FULL MEETING OF THE SAID COUNCIL

30.3 The construction and widening of Brandon Cemetery footpaths – Quotations circulated prior to last Meeting

Resolution Record No. **BTC/033/10/May/04**

**CARRIED:**

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION DATED 21 NOVEMBER 2004 SUBMITTED BY MR ROB PAGE, TECHNICAL ASSISTANT, ENVIRONMENT AND TRANSPORT, SUFFOLK COUNTY COUNCIL. THE WORK ENTAILS THE CONVERSION OF THE EAST FOOTPATH IN BRANDON CEMETERY FROM SHINGLE TO HARD STANDING AND WIDENING OF THE FOOTPATH AROUND THE CENTRAL WAR MEMORIAL. THE COST QUOTED IS £3097.67p PLUS FIVE PERCENT INFLATION INCREASE

30.4 Town Keepers contract mobile phones – Quotations circulated prior to last Meeting.

Deferred until the next Full Council Meeting

30.5 Replacement panels in George Street Car Park Bus Shelter.

Resolution Record No. **BTC/034/10/May/04**

**CARRIED:**

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION DATED 13 MARCH 2004 SUBMITTED BY QUEENSBURY SHELTERS TO SUPPLY, DELIVER AND INSTALL CLEAR MAKROLON HARD ANTI GRAFFITI POLYCARBONATE PANELS IN GEORGE STREET CAR PARK BUS SHELTER, BRANDON AT A COST OF £1140 EXCLUDING VAT

Resolution Record No. **BTC/035/10/May/04**

**CARRIED:**

CLEAR MAKROLON HARD ANTI GRAFFITI POLYCARBONATE PANELS ARE DUE TO BE INSTALLED IN GEORGE STREET CAR PARK BUS SHELTER, BRANDON. IN THE EVENT THAT THESE PANELS ARE SUBSEQUENTLY VANDALISED OR

STOLEN, BRANDON TOWN COUNCIL WILL REPLACE THEM WITH METAL  
PANELS

The Meeting terminated at 9.20 pm