

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 3rd July 2006
At the (New) Forest School, Bury Road, Brandon.

Present: The Chairman Cllr. R Silvester, Cllr. Mrs S Jureko, Cllr. P Ridgwell, Cllr. D Bimson, Cllr. N Vant, Cllr. A Simmons, Cllr. Mrs C Silvester, Cllr. Mrs M Young, Cllr. G Hughes.

Also present: Mrs C Mason (Town Clerk), Squadron Leader Jo Daniels, Sgt. Jo Garrard, 4 members of the public and 1 member of the press.

The meeting commenced at 7.05pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
Cllr. S Edwards, Cllr. Mrs C Arnold and Cllr. E Ashley.

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 5th June 2006 (Public Items) [LGA 1972 Sch.12].

An amendment to the minutes: Item 9: Urgent Business b) should read...and Cllr Mrs S Jureko declared an interest.....

Resolution Record No. **BTC/29/03/Jul/06**

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

CARRIED: 7 for 1 abstention.

THAT THE AMENDED MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5TH JUNE 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 5th June 2006 (Public Items) [LGA 1972 Sch.12].

Information was requested on the status of the proposed allotment land. In response, Cllr. Mrs M Young said the requisite lease will be drawn up in combination with the legal work for the Multi Use Games Area.

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

Resolution Record No. **BTC/30/03/Jul/06**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS.

Four residents from St. Benedicts Road attended the meeting with the purpose of highlighting the problem they were having with a neighbouring resident operating an industrial business from his property (car repairs, welding on roadside etc.).

The Clerk had previously contacted FHDC in relation to this issue and it was suggested the complainants fill in a noise survey form, which in turn would be officially checked. If noise levels were found to be excessively high further action could be taken.

Sgt Jo Garrard further recommended residents record a log of events and if possible take photographs of the work being carried out. An antisocial behaviour order may then be able to be issued.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Key points in Squadron Leader Jo Daniels report:

The 4th of July festivities are presently underway. Three non flying days will mark the Independence Day celebrations.

Lakenheath British-American Community Relations Committee will meet on the 17th July 2006.

The 56 Reserves Squadron will be gaining five new helicopters. Presently based in Iceland but soon to be re-located to RAF Lakenheath.

Gate 1 project is currently in progress with minimal disturbance to the A1065.

Close consultation is being maintained with FHDC / SCC in respect of plans for Gate 2.

Labour Day is on the 4th September 2006.

Schools are back on the 28th August 2006.

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

Key points in Sgt Jo Garrard's report:

There have been two Public Disorder incidents over the last weekend. Both involved persons being ejected from the Flintknappers Public House on Market Hill, Brandon.

Brandon is now part of the Safer Neighbourhood Team with increased staffing levels on a Saturday night. A designated Safety Officer will be starting on the 11th July 2006.

On the 16th June there were a spate of burglaries in Gas House Drove (4) and in 2 other locations.

Motorbikes / mini motorbikes are presently becoming a nuisance within Brandon. This is being closely monitored.

The Chairman reconvened the meeting.

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

a) Invitation to attend the A1065 Members Meeting to be held on Wednesday 12th July in the Bowls Hall in Brandon Leisure Centre, Church Road, Brandon. The Chairman Cllr. R Silvester and the Vice Chairman Cllr. Mrs S Jureko will represent Brandon Town Council.

b) Temporary Closure of Road: B1106 Brandon / Elveden from the U6113 Green Road to a point approx 100m north west of Center Parcs entrance in Elveden. Period of Closure: 13th to 21st July 2006 to allow Suffolk County Council to carry out resurfacing works.

9. PLANNING APPLICATIONS

Notes from the Planning Panel meeting held on the 19th June 2006 were previously circulated.

For those Members not able to attend the planning meeting of the 3rd July the Chairman, Cllr. R Silvester gave a brief synopsis of the application submitted by Aldi (Foodstores) Ltd.

PROPOSAL: FF/2006/0523/FUL External alterations to existing building, including removal of roof eaves with new parapet wall on public facades, new canopy over entrance

doors, new shop front, rendering of brickwork walls, formation of a delivery yard at rear of building, a new canopy over loading bay and modifications to car park layout.

SITE ADDRESS: Aldi (Foodstores) Ltd 62 High Street, Brandon.

Approval with the following comments:

a) Concerns of access/exit of the town bus.

b) Confirmation that the existing bus shelter will be retained.

A letter is to be sent to Aldi (Foodstores) Ltd asking if public toilets could be included within the plans. A financial contribution from Brandon Town Council would be made available.

10. ACCOUNTS

To receive and approve payments.

10.1 Public Items –June 2006. Discussion permitted upon.

Resolution Record No. BTC/31/03/Jul/06

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs M Young.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR JUNE 2006 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Nett Total	VAT
Jun-06	160.37	Finvale Service Station	136.48	23.89
Jun-06	142.65	Pearsons	121.40	21.25
Jun-06	25.18	Thetford Garden Centre	21.43	3.75
Jun-06	6.00	J & D Green Window Cleaner	6.00	
Jun-06	3,728.00	John Atkins Architect (design & planning OSH)	3,192.50	535.50
Jun-06	282.00	John Atkins Architect (fees for cemetery wall)	240.00	42.00
Jun-06	109.86	Archant Regional (advert for admin. assistant)	93.50	16.36
Jun-06	218.91	British Gas	208.49	10.42
Jun-06	41.34	Clerk's travel expenses to SALC	41.34	
Jun-06	7.00	SLCC (manual updates)	7.00	
Jun-06	9,169.35	TW Builders Ltd (cemetery wall)	7,803.70	1,365.65
Jun-06	24.00	Brandon Life (advert for admin. assistant)	24.00	
Jun-06	603.05	J Powell & Son (servicing of all equipment)	513.23	89.82
Jun-06	100.00	FHDC (Brandon Station Mural Project)	100.00	
Jun-06	35.25	SALC (spring conference)	30.00	5.25
TOTALS	14,652.96		12,539.07	2,113.89
Jun-06	26.94	Vodafone (town keeper mobile)	23.97	2.97
TOTALS	14,679.90		12,563.04	2,116.86

10.2 Confidential Items – May 2006. (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/32/03/Jul/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. G Hughes.

CARRIED: Unanimous.

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

11. BUS SHELTER, LONDON ROAD

To receive an update for the refurbishment of the bus shelter at London Road, Brandon.

Resolution Record No. **BTC/33/03/Jul/06**

Proposed by Cllr. P Ridgwell and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT A NEW REPLACEMENT BUS SHELTER IS INSTALLED AT THE LONDON ROAD SITE AND THE SUPERFLUOUS SHELTER RELOCATED TO THE THETFORD ROAD PLAY AREA AND UTILIZED AS A FUNCTIONAL YOUTH SHELTER.

12. ALLOTMENTS

Provision of Town Council allotments – to receive an update.

In light of the increased number of persons interested in acquiring a Town Council allotment, it was agreed to approach the Brandon Remembrance Playing Fields Committee to request an increase in the area of allocated land from 60 metres x 90 metres to 75 metres x 90 metres.

13. THE ORCHARD, COULSON LANE

13.1 To receive an update on the work carried out.

The Probation Service have over the last few months cleared a large proportion of the Orchard. Work has ceased for the summer but will resume again in September. Tracey Housley from the Suffolk Wildlife Trust is at present drawing up a detailed recommended management plan for the Orchard. The aim of these recommendations is to suggest ways in which the site should be managed so that the area can be used and enjoyed by the local community whilst maintaining the wildlife interest in the site.

13.2 To approve the purchase of a petrol strimmer for use at the Orchard.

Resolution Record No. **BTC/34/03/Jul/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE PURCHASE OF A PETROL STRIMMER FOR USE BY THE PROBATION SERVICE AT THE ORCHARD.

HOWEVER, FOR SECURITY REASONS, THE STRIMMER WILL BE RETAINED BY THE TOWN COUNCIL.

14. TO DISCUSS THE RANSOM STRIP AT THE CO-OP CAR PARK

Further enquiries are necessary before this item can be discussed. Deferred to a future meeting.

15. ANNUAL CEMETERY MEETING

Date agreed as 10th August 2006. To meet at the Cemetery at 7.00 pm.

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

The Town Clerk had circulated a report updating Councillors on the previous month's main activities.

An update was given on the following issues:

- a) Refurbishment of the Market Hill / George Street planters: FHDC have raised no objections to our request to paint the Market Hill and George Street planters.
- b) The former Police Station, Rattlers Road, Brandon: Our letter complaining about the disrepair of the former police station at Rattlers Road has been passed to the Tesco Estates & Assets Department.
- c) Local transport issues: It has been confirmed by SCC that the Church Road one-way system will be assessed later this year.

The Local Transport Plan budget for 2006/07 includes provision for a new pedestrian crossing in the Elizabeth Road area and state of the art bus facilities on George Street.

17. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/35/03/Jul/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs M Young.
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

NB. 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 7.00 pm on Monday 3rd July 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

18. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 5th June 2006.

Resolution Record No. **BTC/36/03/Jul/06**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5TH JUNE 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

19. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 5th June 2006.

None

20. EMPLOYMENT – CONFIRMATION OF APPOINTMENT OF TOWN CLERK, RESPONSIBLE FINANCIAL OFFICER AND PROPER OFFICER OF THE COUNCIL – SIX MONTH PROBATIONARY PERIOD HAVING BEEN COMPLETED.

CONFIDENTIAL

21. EMPLOYMENT MATTER – ADMINISTRATIVE ASSISTANT VACANCY

To approve the Interview Panel's recommendation.

Resolution Record No. **BTC/37/03/Jul/06**

CARRIED:

THAT, SUBJECT TO REFERENCES BEING OBTAINED, THE POST OF PART TIME ADMINISTRATION ASSISTANT, BE OFFERED TO XXXXXX

22. TO APPROVE THE NALC RECOMMENDED ANNUAL SALARY INCREASE FOR ALL STAFF, BACK DATED TO APRIL 2006.

Resolution Record No. **BTC/38/03/Jul/06**

CARRIED:

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23. BRANDON TOWN COUNCIL'S MAJOR PROJECTS

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24. ADVERSE POSSESSION OF LAND AT 2 VICTORIA AVENUE

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