

## BRANDON TOWN COUNCIL

Minutes of the Meeting of the Full Brandon Town Council

Monday 07 July 2003 at 7:00 pm at the (New) Forest School. Bury Road. Brandon

**Present:** Cllr R F Banks (Chairman), Mrs S M Dean (Vice Chairman), Cllr Mrs J A Ahern, Cllr E V Ashley (joined at 7:16 pm); Cllr P S Baldwin (left at 10:00 p.m.), Cllr Ms J S Bourton (left at 9:07 p.m.), Cllr S J Edwards (left at 9:45 p.m.), Cllr Mrs S Jureko, Cllr P MacLoughlin (left at 7:15 p.m.), Cllr Mrs E Milner, Cllr A P Saxby, Cllr Mrs C M Silvester (left at 9:47 p.m.), Cllr R Silvester (left at 9:45 p.m.) and Cllr N A Vant.

**Also Present:** Linda Sherer (Town Clerk); 1 police officer - Insp Bennett ; 8 members of the public.

It was announced that the meeting would be tape recorded as resolved by Council.

### 1. APOLOGIES FOR ABSENCE

None - Cllr Ashley arrived at 7:16 p.m.

### 2. DECLARATIONS OF INTEREST and ADDITIONS TO REGISTER OF MEMBERS' INTERESTS [PCC of C 2001JLGA 2000]

N.B. Councillors must sign the Declarations Book before leaving the Meeting. Cllr Baldwin declared a prejudicial interest in Agenda Item 24. Suffolk Property Review and duly signed the Declaration of Interest book. Cllr Vant declared a prejudicial interest in Agenda Item 24. Suffolk Property Review and duly signed the Declaration of Interest book. Cllr Vant noted that in addition to declaring and signing at the 02 Jun 03 Meeting both he and Cllr Baldwin had also left the room prior to discussion of Item 26.

### 3. RATIFICATION OF MINUTES OF PREVIOUS MEETING (PUBLIC ITEMS) ON 02 JUN 2003

MMitions to Minutes: insertion of the word "aller.PW'miwe ymiatu. Discussion of an article copied from a pre-election newspaper. Cllr MacLoughlin left at 7:15 pm. Cllr Mrs Ahern noted that Council was aware she had requested a meeting with Insp Bennett to discuss speeding in St Benedicts Road, Brandon.

Resolution Record No. **BTC044/07/Jul/03:**

It was proposed by Cllr Mrs Jureko and seconded by Cllr Ms Bourton and **CARRIED:** 8 for, 1 against, 3 abstentions

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 02 JUNE 2003 (PUBLIC ITEMS) BE ACCEPTED AND SIGNED AS A TRUE RECORD.

### 4. MATTERS ARISING

Cllr Ashley joined the meeting at 7:16 pm.

Drop Kerbs for Brandon: it was agreed to write again to SCC Highways and advise that Brandon Town Council was not satisfied with the response received to its enquiry and required action to be taken for all kerbs in Brandon in accordance with Disability Discrimination Act (1995- part III) provisions.

Replacement Signs for Putney Close : FHDC had been contacted and awaited delivery of the replacement signs for installation.

Vandalism to Cemetery Memorial Bench : the owner of the bench had requested the Council to sue the alleged perpetrator of the vandalism. It was agreed not to do so because of various circumstances in relation to the allegation. Council's Insurers had been contacted to enquire if a claim could be made for the damage.

Letter requesting Milbank Truck Drivers not to use Brandon High Street : a copy letter had been received, which was felt to be insufficient for the purpose. A further copy was requested, specifying the exact wording of the instruction to the truck drivers.

## **5. REPORT FROM THE POLICE**

The Chairman adjourned the Meeting and welcomed Insp Bennett. Insp Bennett advised that 2002 had been an extremely successful year for the Suffolk Constabulary. The first Anti-Social Behaviour Order in the area had been obtained and the person in question was now serving a term of imprisonment. The problem of "for sale" cars was again raised. Queries were raised in respect of a new speed camera in Brandon about which the Police had not been consulted.

Criminal damage had been occasioned to the bridge at Brandon Remembrance Playing Fields. Action had been taken to make safe and display warning signs pending repairs. Parking on double yellow lines in London Road was again raised.

A new Traffic Warden had been appointed and would commence duties on 04 August 2003.

## **6. REPORT FROM RAF LAKENHEATH**

Sqn Ldr Turner had sent his apologies owing to a clash of Meetings. A complaint had been made about a low-flying plane over Brandon at 0400 hours on the weekend of 30/31 May 2003. It had not been a flight out of RAF Lakenheath. It was agreed to enquire if the plane had flown out of RAF Mildenhall.

## **7. REPORT FROM COUNTY AND/OR DISTRICT COUNCILLORS**

None tabled.

## **8. PUBLIC FORUM**

To embrace qualifying conditions of Quality Town Status it was proposed to allow Public Forum on the Agenda of every meeting. An amendment was proposed that this be restricted to 1 question, or a maximum of 3 minutes per person, on any subject. It was agreed that this should appear before the Police Report item in case residents posed a question which could be answered by the officer/s still present.

Resolution Record No. **BTC045/07/Jul/03:**

It was proposed by Cllr Mrs Ahern and seconded by Cllr Mrs Milner and **CARRIED:** 10 for, 1 against, 2 abstentions:

(1) THAT PUBLIC FORUM BE PERMITTED ON THE AGENDA OF EVERY FULL BRANDON TOWN COUNCIL MEETING; AND (2) THAT THIS BE RESTRICTED TO ONE QUESTION, OR A MAXIMUM OF THREE MINUTES PER PERSON, ON ANY SUBJECT.

The Meeting was adjourned for Public Forum. Mr Ridgwell noted that part of the Nine Stiles Walk had been closed by a fallen tree. Cllr Mrs Milner had provided contact numbers for those responsible in respect of rights-of-way. It was noted that Brandon Remembrance Playing Fields required a cut of grass in the fish pond area. Mrs Burke noted the dangers of

car-transporters using London Road/Rattlers Road junction and wished the Town Council to write again to SCC on the matter. The Chairman reconvened the meeting and it was agreed by vote of Council to write these letters.

## **9. TOWN CLERK'S REPORT**

This had been circulated to Councillors and is reproduced in part hereunder.

### **1. VEHICULAR DAMAGE TO LAMP POST NO 371 ON MARKET HILL**

Claims form received from Allianz Cornhill Insurance and awaiting official estimate from A M Street Lighting. BTC has received the name of the Registered owner of the offending vehicle, which caused the damage and will pass this to Allianz Cornhill, who will attempt to reclaim the excess payable.

### **2. BRANDON ORCHARD, COULSON LANE. BRANDON**

FHDC are aware of the delay in work. The key member of staff, Roger Goulding, has left and not yet been replaced. There are concerns that no volunteers have come forward in Brandon to assist in completion of the project and the whole onus appears to have fallen upon FHDC. They would appreciate some input from BTC in this regard.

### **3. BRANDON REMEMBRANCE PLAYING FIELDS REPRESENTATIVE**

A letter had been received from Mrs Pocock, secretary to the BRPF Trust, enquiring if it would be possible for BTC to appoint a second representative in case Cllr Ashley is unable to attend the Meetings owing to pressure of work. BTC did consider this at the AGM on 14 May 2003 and the matter was deferred for further consideration. Would it be possible to nominate a second representative for BRPF?

It was noted that the BRPF Meetings sometimes clashed with the BTC monthly Meeting which made it difficult for Cllr Ashley to attend.

Cllr Mrs Ahern noted that she had read the constitution of the BRPF and stated that the appointment of a second or substitute representative would not be permitted.

### **4. BRANDON REMEMBRANCE PLAYING FIELDS STEERING GROUP REPRESENTATIVES**

A second letter has been received, from Mrs Pocock, regarding BRPF Steering Group and seeking to set up a meeting of that Group asap. The current BTC Membership of that Group comprises Cllrs Milner, Jureko, Dean, Silvester, Ms Bourton + one vacancy. Perhaps BTC might like to nominate one or two more Members to ensure sufficient input? Cllr Banks had heard that the Steering Group had almost concluded its brief and may be replaced by 2 BTC + 2 FHDC + 2 BRPF representatives in due course.

### **5. CEMETERY MATTERS AND PAYMENT FOR FUNERALS**

Many Councils have in place a procedure to insist upon payment of Burial fees at the time of booking. Could BTC consider initiating that arrangement to avoid the delays in payment which are sometimes experienced?

### **6. TOWN COUNCIL WEBSITE**

Suffolk County Website Design Team has helped/will help free-of-charge temporarily to upload Agenda and Minutes as I have been short of time with various events. I will give the

details to the new clerk so he/she can contact.

## **7. CITIZENS ADVICE BUREAU WISHES TO ADDRESS COUNCIL**

Mildenhall & Brandon CAB would like the opportunity of addressing Council at a meeting in the near future, to explain CAB ethos and progress to date and to thank Council for its ongoing support over the years. Invitation to be issued for the October Full BTC Meeting.

## **10. URGENT BUSINESS**

A letter had been received from a resident, reference a request granted by Council in 1994, to purchase a section of land adjacent to the cemetery depot for access-widening purposes. Cllr Vant declared an interest, duly signed the Declaration of Interest book, left the room for this item. It was agreed that a site visit be conducted, during the Cemetery Meeting scheduled for Wednesday 09 Jul 03. Apologies were tendered for the Cemetery Meeting by Cllrs Mrs Ahern, Baldwin and Mrs Milner.

A request for financial support had been received from Brandon Extravaganza.

Resolution Record No. **BTC046/07/Jul/03:**

It was proposed by Cllr Saxby and seconded by Cllr Mrs Milner and **CARRIED:** unanimous.

THAT BRANDON TOWN 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 £100 TO THE "BRANDON EXTRAVAGANZA 27 JULY 2003".

## **11. WARD REPORTS FROM COUNCILLORS**

It was noted that the Bury Road Pelican Crossing was out of order on several occasions and must be reported to SCC. It was noted that trees needed cutting back at the Green Road/Bury Road exit and adjacent to SCC Lamp No.1, and at Knappers Way entrance. It was noted that The Orchard was being used as a repository for rubbish and needed to be cleared of dead trees and debris. FHDC to be contacted again on this matter. Quotations had previously been obtained by BTC for the provision of surrounding railings, but FHDC had indicated that the existing flint wall should be retained and repaired. Cllr Banks would raise this matter again with FHDC. It was noted that the Gas House Lane pathway, between Thetford Road and Gas House Drove, was overgrown with brambles. A resident had complained about an unsafe fence at 71 St Benedict's Road. Cllr Edwards advised that the property builder responsible for the fence, Dauber Homes, had gone into liquidation.

## **12. PLANNING MATTERS**

F/2003/0357/COU: 15 Wimbledon Avenue, Brandon. Change of use only to part industrial part retail for Lancaster Kitchens. Resolved : NO OBJECTION

F/2003/0397/FUL: 32 Manor Road, Brandon. Erection of side extension (demolition of existing garage) for Mr & Mrs Wharf . Resolved : NO OBJECTION

F/2003/0408/FUL: 6 West Drive, Brandon. Erection of rear conservatory for Mr & Mrs Martin. Resolved : NO OBJECTION

F/2003/0446/FUL: Land off Coulson Lane, Brandon. Resubmission: erection of

4 dwellings (Development affecting a Public Right of Way) for Bennett Plc.

Resolved: NO OBJECTION

F/2003/0479/FUL: 13 Willow Close, Brandon. Erection of detached shed/hobby room in rear garden for Mr W Waterlow.

Resolved : NO OBJECTION

F/2003/0480/FUL: Plot 25, Chase Plastics, Mile End, Brandon. Erection of bulk storage silo on raised platform for Chase Plastics Ltd.

Resolved : NO OBJECTION

F/2003/0483/FUL: 22 Bracken Rise, Brandon. Resubmission: erection of front, side and rear extensions for Mr G Rickard.

Resolved: NO OBJECTION

F/2003/0486/OUT: Land at rear of The Red House, Gashouse Drove, Brandon. (Development affecting a Public Right of Way). Outline application: erection of two dwellings and creation of new vehicular access for Mr B Beard.

[N.B. THIS APPLICATION HAS BEEN INSPECTED BY TWO RESIDENTS]

Resolved : \*\*\* VERY STRONG OBJECTION \*\*\*

Objection on the grounds that : this is a landlocked piece of development; that the ingress and egress is not clearly identified; that the roads in the area are not properly maintained; that it will interfere with the amenity of existing residents of the area.

Resolved: \*\*\* VERY STRONG OBJECTION \*\*\*

F/2003/0498/VAR: Land off Manor Road, Brandon. Variation of condition 1 of F/98/223 for change of use to cemetery for BRANDON TOWN

COUNCIL.

Resolved : NO OBJECTION

F/2003/0505/FUL: 19 Downham Way, Brandon. Erection of rear extension for Mr C Barnes.

Resolved : NO OBJECTION

F/2003/0514/ADN: 240 London Road, Brandon. (Retrospective). Display of Advertisement Hoarding for N D Pettit.

[N.B. A RESIDENT HAS SENT A LETTER IN THIS REGARD - CIRCULATED

Resolved : NO OBJECTION

F/2003/0520/COU: The Breeze Nightclub, London Road, Brandon. Change of Use to storage + warehouse for Mr Gordon Morrish.

Resolved : NO OBJECTION

F/2003/0545/RMA: Land off Waltons Way, Brandon. Submission of details under outline permission F/2001/244 for the erection of 31 dwellings with garages, estate roads and ancillary works. (Major Development) for J S Bloor (Sudbury) Ltd.

Resolved : NO OBJECTION

**SCC APPLICATION FOR DISABLED PARKING BAY, BRANDON**

Full Brandon Town Council, at its Meeting held on Monday 07 July 2003, resolved NO OBJECTION to the implementation of the parking bays/disabled parking facility for 52 Warren Close, Brandon.

Resolution Record No. **BTC047/07/Jul/03**

It was proposed by Cllr Vant and seconded by Cllr Mrs Ahern and **CARRIED:** unanimous (1 abstention).

THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTION TO THE PLANNING APPLICATIONS ABOVE DESCRIBED EXCEPT FOR F/2003/0486/OUT.

It was noted that SCC Planning had referred to BTC as a Parish and it was agreed that this should be corrected in the planning response letter.

# APPLICATION FOR PILOT WOODCHIP PROCESSING PLANT MUNDFORD ROAD, BRANDON

Full Brandon Town Council, at its Meeting held on Monday 07 July 2003, resolved OBJECTION to the Planning Application PL/2003/0857 which refers to a development in Mundford Road, Weeting, on the Brandon border, which the Council perceives will increase the flow of heavy goods vehicles in the area and on the town roads of Brandon. It was noted that Brandon Town Council was not officially advised of this plan, but was only alerted to its existence by a councillor who read the advertisement in a King's Lynn newspaper.

## Resolution Record No. **BTC048/07/Jul/03:**

It was proposed by Cllr Mrs Ahern and seconded by Cllr Ms Bourton and CARRIED: 4 for, 3 against, 6 abstentions.

THAT BRANDON TOWN COUNCIL RESOLVES TO OBJECT TO BRECKLAND COUNCIL PLANNING APPLICATION PL/2003/0857 WHICH REFERS TO A WOODCHIP PROCESSING PLANT IN MUNDFORD ROAD, WEETING AND REQUESTS NOTIFICATION OF ANY FUTURE PLANNING APPLICATIONS ON ITS BORDERS.

## 13. BRANDON TOWN COUNCIL ACCOUNTS JUNE 2003/2004 CHEQUES TO BE AUTHORISED FOR PAYMENT 7th JULY 2003 MEETING - PUBLIC ITEMS

Date	Amount	Supplier	Nett Total	VAT
Jun-30	46.10	P/cash Imprest	46.10	
Jun-30	55.00	FHDC Plan Extend	55.00	
Jun-30	143.90	AFS copier rental	122.47	21.43
Jun-30	60.10	Tindalls	51.23	8.96
Jun-30	19.86	Tindalls (C/man)	16.91	2.95
Jun-30	29.95	K Briston (pump)	25.50	4.45
Jun-30	6.00	J Green windows	6.00	0.00
Jun-30	247.50	J Langley (2002)	247.50	0.00
Jun-30	15.71	Canon copies	13.37	2.34
Jun-30	367.90	J Langley (2003)	367.90	
Jun-30	195.44	UK Fire Int'l	166.33	29.11
Jun-30	148.15	Finevale Services	138.00	10.15
Jun-30	7.00	BCA Sub 2003	7.00	
Jun-30	288.12	HSS scaffold hire	245.20	42.92
Jun-30	77.48	Border Building	65.94	11.54
Jun-30	49.76	P/cash Imprest	49.76	
Jun-30	185.64	Finevale Services	166.93	18.71
Jun-30	5,000.00	BRPF (2/3) grant	5,000.00	
Jun-30	33.50	British Gas month	33.50	
May-15	92.57	Anglian Water	92.57	
Jun-06	537.33	A M Asset lighting	457.30	80.03
	quarterly	TXU Energi-20/2	quarterly	quarterly
Jun-13	864.87	TXU Energi-no 20	736.06	128.81
	quarterly	TXU Energi-no 49	quarterly	quarterly
	quarterly	TXU Energi-no 51	quarterly	quarterly
	quarterly	BT fax/internet	quarterly	quarterly

	quarterly		BT main tel line	quarterly	quarterly
Jun-30	81.00		Univ of Glos	81.00	
Jun-07	21.40		FHDC garage rent	18.20	3.20
Jun-15	22.00		FHDC Rates Gem	22.00	
Jun-15	228.00		FHDC Rates OSH	228.00	
<b>TOTAL</b>	<b>8,459.77</b>			<b>8,459.77</b>	<b>364.60</b>

It was explained that Line Item 52 for £55 to FHDC Planning Consent for the new Brandon Cemetery.

**Resolution Record No. BTC049/07/Jul/03:**

It was proposed by Cllr Baldwin and seconded by Cllr Ms Bourton and **CARRIED:** 6 for, 2 against (Cllr Saxby, Cllr Ahern), 4 abstentions.

**THAT THE PAYMENTS ON THE LIST SUBMITTED FOR JUNE (PUBLIC ITEMS) AS CIRCULATED TO COUNCILLORS BE APPROVED.**

**Resolution Record No. BTC050/07/Jul/03:**

It was proposed by Cllr Silvester and seconded by Cllr Baldwin and **CARRIED:** 6 for, 2 against (Cllr Saxby, Cllr Ahern), 4 abstentions.

**THAT THE PAYMENTS ON THE LIST SUBMITTED FOR JUNE 2003(CONFIDENTIAL ITEMS) AS CIRCULATED TO COUNCILLORS BE APPROVED.**

**14. TO RECEIVE AND DISCUSS DRAFT OF 2002/03 ACCOUNTS**

Defer until next Meeting - following appraisal by Independent Internal Auditor.

**15. DISTRICT AUDIT RECOMMENDATION TO REALLOCATE EARMARKED RESERVES FROM 1999**

District Auditor had issued an UN-qualified opinion for 2000/2001. Reallocation deferred until next Meeting : members to consult their records, already supplied for adoption of the 2000/2001 Accounts, prepared by District Auditor. Cllrs Mrs Ahern, Saxby and Vant had declared, signed Interest Book, prepared to leave room.

**16. ALLOTMENT GARDENS FOR BRANDON**

Nothing new to report at this time - enquiries ongoing.

**17. THETFORD ROAD PLAY AREA UPDATE**

Installation booked to be completed before school holidays.

**18. LUBBOCK FINE 2001/2002 EXTERNAL AUDIT AND CONFIRMATION INDEPENDENT INTERNAL AUDITORS FOR 2003/2004**

Lubbock Fine had requested further documentation in relation to the major part of the 2001/2002 Year End Accounts prior to the current Town Clerk's arrival as various incorrect or missing procedures had been identified by Lubbock Fine in the management of the Council at that time.

**Resolution Record No. BTC051/07/Jul/03:**

It was proposed by Cllr Silvester and seconded by Cllr Mrs Dean and **CARRIED:** 10 for, 0 against, 2 abstentions.

**THAT THE FIRM OF THAIN WILDBUR ROLPH OF BRANDON BE RE-APPOINTED AS BRANDON TOWN COUNCIL'S INDEPENDENT INTERNAL AUDITOR FOR THE**

2002/2003 END OF YEAR ACCOUNTS PRIOR TO SUBMISSION OF THESE TO THE EXTERNAL AUDITOR.

#### **19. RISK ASSESSMENTS AND RISK MANAGEMENT STRATEGY**

The Thetford Road Play Area was assessed on a weekly basis by the Senior Town Keeper and would continue to be so, following the installation of the new play equipment. The annual RoSPA inspection would still be required for the new equipment. SLCC Advice Note AG8/2003 Risk Management previously circulated.

#### **20. PROVISION AND MAINTENANCE OF BUS SHELTERS IN BRANDON AND MEASURES TO COMBAT VANDALISM IN THE TOWN.**

Cllr Ms Bourton left at 9:07 pm.

The Chairman was asked to continue his investigations into the cleaning and upgrading of the Bus Shelters in Brandon. The question of measures to combat vandalism in the Town was deferred to allow members to consider the situation and formulate ideas for the next meeting. Vandalism to the bridge at the Brandon Remembrance Playing Fields had resulted in the bridge stanchions being sawn away and burned at the site. The Town Clerk had placed a warning notice at each side of the bridge. It was agreed to effect repairs as soon as possible.

Resolution Record No. **BTC052/07/Ju1/03:**

It was proposed by Cllr Baldwin and seconded by Cllr Mrs Milner and **CARRIED:** 10 for, 0 against, 2 abstentions.

**THAT THE BRIDGE AT BRANDON REMEMBRANCE PLAYING FIELDS BE REPAIRED AS SOON AS POSSIBLE AND THAT QUOTATIONS BE OBTAINED FOR THIS PROCEDURE.**

#### **21. LIGHTING COMMITTEES**

It was noted that Brandon had a good cemetery and streetlights. A copy of the latest streetlight stock audit from A M Lighting would be circulated for the next Full BTC Meeting.

Resolution Record No. **BTC053/07/Jul/03:**

It was proposed by Cllr Mrs Ahern and seconded by Cllr Mrs Jureko and **CARRIED:** unanimous.

**THAT THE BRANDON TOWN COUNCIL EAST AND WEST WARD LIGHTING COMMITTEES BE RE-APPOINTED, AS FOLLOWS: WEST WARD CLLRS BALDWIN, MRS JUREKO, MRS SILVESTER AND EAST WARD CLLRS MRS AHERN, MRS DEAN AND SILVESTER AND THAT A COPY OF THE LATEST A M LIGHTING STREETLIGHT STOCK AUDIT BE CIRCULATED TO COUNCIL FOR THE NEXT MEETING ON 01 SEPTEMBER 2003.**

#### **22. ESTABLISHMENT OF A BRANDON VOLUNTEER BUREAU**

Cllr Mrs Milner wished to promote the idea of a Volunteer Bureau in Brandon, to support those in need: especially the elderly of the town. She did not wish to involve the Town Council in additional expenditure and was prepared to pay for advertising from her own pocket. All members supported her proposal. It was suggested that this project would be ideal for the Brandon Communities Partnership to undertake from its base at The Flowerpot.

#### **23. OWNERSHIP OF CHARITY LAND IN BRANDON**

It was suggested and agreed that the member posing the query should contact the various charities direct and report back to Council.



#### **24. SCC PROPERTY REVIEW AND OLD SCHOOL HOUSE**

Cllrs Baldwin and Vant declared an interest, duly signed the Declarations of Interest book, left the room. Nothing to report at this time in the public section of the Meeting. Defer appointment of Valuer to next BTC Meeting on 01 September 2003.

#### **25. IMPLEMENTATION OF (EXISTING) CEMETERY WORKS**

Cllrs Baldwin and Vant returned to the room. The Annual Cemetery Meeting would take place on Wednesday 09 July 2003 previously covered earlier in the Minutes.

#### **26. POSSIBLE TWINNING WITH A TOWN IN PORTUGAL**

Cllr Mrs Dean noted that several Portuguese families had settled permanently in Brandon and she wished to propose a feasibility study for a possible "twinning" arrangement with a town in Portugal. It was proposed that a Working Party be convened, to investigate the suggestion further, consisting of Cllrs Mrs Dean, Mrs Milner and Saxby. Cllr Mrs Ahern noted that she was opposed to Europe and this twinning.

#### **27. BRANDON TOWN COUNCIL INVOLVEMENT IN BRANDON COUNTRY PARK DEVELOPMENTS**

The matter was deferred until the 01 September 2003 BTC Full Council Meeting.

#### **28. BRANDON TOWN COUNCIL MEASURES AGAINST VANDALISM**

Dealt with earlier in the Minutes.

#### **29. COUNTY COUNCIL BUS SERVICE FOR BRANDON STUDENTS ATTENDING MILDENHALL COLLEGE OF TECHNOLOGY**

This referred to attendance by Brandon students at the former Mildenhall Upper School. Suffolk County Council had responded to complaints about its service by stating that it was difficult to locate companies which would undertake a school bus run contract. Five buses per day were required, but were often late, thus interrupting the education of the Brandon students. The Chairman suggested BTC should write to SCC County Cllr Bill Bishop, in this regard and also to Suffolk County Council Department of Education and the actual bus company concerned. It was suggested that parents of the affected students could attend a meeting with SCC and BTC to progress the matter and that parents might sign a petition and submit this to SCC. It was noted that SCC must pay the bus company, if the buses arrive, whether or not they do so on time.

#### **36. BRANDON'S SURFACE WATER SYSTEM**

It was noted that the drains were often blocked and were falling into disrepair, plus the additional burden of all the new houses being built in Brandon had added to the problem. It was reported that County Cllr Bill Bishop had requested cleaning of the drains, but that SCC did not have the funding for replacements. It was agreed that to request that future SCC budgets should include provision for new drains if the current cleaning process proved insufficient to remedy the problem.

Cllr Mrs Ahern requested a 5-minute break from 9:30 pm to 9.35 p.m.

#### **31. NEW BANK MANDATE SIGNATORIES**

Deferred until 01 September 2003 BTC Full Council Meeting. It was noted that some Councillors did not wish to be cheque signatories.

### **32. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

Resolution Record No. **BTC054/02/.Jun/93:**

It was proposed by Cllr Mrs Jureko and seconded by Cllr Mrs Dean and **CARRIED:** unanimous.

THAT PURSUANT TO THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, THE PUBLIC AND PRESS BE EXCLUDED FROM THE MEETING DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED CONCERNING STAFFING ISSUES, QUOTATIONS, LAND ACQUISITIONS.

The Public part of the Meeting ended at 9:38 p.m.

## **BRANDON TOWN COUNCIL**

Confidential Minutes of the Meeting of the Full Brandon Town Council  
Monday 07 July 2003 at 7:00 vm at the (New) Forest School, Bury Road, Brandon

### **33. CONFIDENTIAL MINUTES 62 JUN 03 AND 23 JUN 03 AND ENDORSEMENT OF CHAIRMAN'S ACTIONS (PER DOCUMENTATION AS CIRCULATED)**

Resolution Record No. **BTC055/07/Ju1/03:**

It was proposed by Cllr Banks and seconded by Cllr Vant and **CARRIED** : 5 for, 0 against, 3 abstentions.

THAT THE MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 02 JUNE 2003 (CONFIDENTIAL ITEMS) BE ACCEPTED AS A TRUE RECORD WITH THE ABOVE AMENDMENTS AS INITIALLED BY THE CHAIRMAN.

Resolution Record No. **BTC056/07/Jul/03:**

It was proposed by Cllr Saxby and seconded by Cllr Mrs Ahern and **CARRIED** : 5 for, 0 against, 3 abstentions.

THAT THE MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 23 JUNE 2003 (CONFIDENTIAL ITEMS) BE ACCEPTED AS A TRUE RECORD.

Resolution Record No. **BTC056/07/Jul/03:**

It was proposed by Cllr Banks and seconded by Cllr Mrs Dean and **CARRIED:** 5 for, 2 against, 1 abstention.

THAT BRANDON TOWN COUNCIL ENDORSES THE ACTIONS OF ITS CHAIRMAN, Cllr R F BANKS, IN RELATION TO THE APPOINTMENT OF A NEW TOWN CLERK PER SALC RECOMMENDATION LETTER APPROVED AT THE SPECIAL BTC FULL COUNCIL MEETING OF 23 JUNE 2003; ACTIONS AS DESCRIBED IN ITEMS (i) TO (iv) ABOVE INCLUSIVE; AND APPROVAL OF THE OUTGOING TOWN CLERK'S REFERENCE (COPY ATTACHED AND FORMING PART OF THE MINUTES).

### **34. MATTERS ARISING FROM CONFIDENTIAL MINUTES**

Already dealt with in Item 33. above.

### **35. ACQUISITION OF LAND: NEW CEMETERY PURCHASE**

Defer until Monday 01 September 2003 BTC Full Council Meeting.

**36. TO CONSIDER CURRENT SALARY GRADES OF ALL STAFF**

Defer until Monday 01 September 2003 BTC Full Council Meeting.

**37. RESCISSION OF RESOLUTION BTC103/02/Sep/02 : ADDITIONAL TOWN KEEPER**

Resolution Record No. **BTC057/07/Jul/03**

It was proposed by Cllr Banks and seconded by Cllr Mrs Ahern and **CARRIED:**

5 for, 0 against, 3 abstentions.

THAT THE BTC CHAIRMAN, CLLR R F BANKS, BE AUTHORISED TO ADVERTISE THE POSITION OF TEMPORARY ASSISTANT TOWN KEEPER FOR 10 – 15 HOURS PER WEEK UNTIL THE END OF OCTOBER MAXIMUM WITHIN THE PARAMETERS OF THE BUDGET AMOUNT ALLOCATED WITHIN THE 2003 - 2004 PRECEPT FIGURE - VIZ, £700 FOR AGENCY OR EMERGENCY COVER.

The Meeting closed at 10:07 p.m.