

## **BRANDON TOWN COUNCIL**

Minutes of the Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 2 March 2009

In the Council Chamber, Old School House, Market Hill, Brandon.

**Present:** Cllr. R Silvester, Cllr. K Butcher, Cllr. G Hughes, Cllr. P Ridgwell, Cllr. A Simmons, Cllr. N Vant, Cllr. P MacLoughlin, Cllr. Mrs S Jureko, Cllr. S Edwards, Cllr. Mrs M Young,  
Cllr. L Jacobs.

**Also present:** Mrs C Mason (Town Clerk), Cllr. B Bishop, Sgt. Liam Garrard, 8 members of the public.

The meeting commenced at 7.00 pm.

### **1. APOLOGIES FOR ABSENCE**

Cllr. E Ashley, Cllr. S LeGrys.

### **2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS**

Cllr. A Simmons declared an interest in Agenda item 15: allotments.

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

Of the Full Brandon Town Council Meeting of Monday 2 February 2009 (Public items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/118/02/Mar/09**

CARRIED: Unanimous.

THAT THE AMENDED MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 2 FEBRUARY 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

### **4. MATTERS ARISING** for information exchange only

Of the Full Brandon Town Council Meeting of Monday 5 February 2009 (Public items) [LGA 1972 Sch.12].

Cllr. G Hughes reiterated his request for councillors to identify areas of perceived deprivation. Comparative statistics can then be sourced.

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

Resolution Record No. **BTC/119/02/Mar/09**

Proposed by Cllr. G Hughes and seconded by Cllr. L Jacobs.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

A member of the public highlighted the dangers of the Thetford Road zebra crossing; a representative from the 'Save Breckland School Action Group' asked members for their continued support in preventing the closure of the middle school.

### **6. TO RECEIVE A REPORT FROM THE POLICE**

Crime figures for the previous month: Three dwelling burglaries with one arrest. Western Area Crime figures are the lowest for the last eight years. The recently held Community

Engagement Day at the Brandon Leisure Centre proved to be very successful. Sixty attendees, via interactive voting, highlighted two areas of concern i.e. speeding and anti social behaviour. Cllr. G Hughes extended a vote of thanks to Sgt. Garrard for orchestrating the event.

## 7. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Members were reminded of the RAF Community Engagement presentation taking place at the Church Institute on Thursday 12 March 2009 at 2.00pm. Topics to be covered include the role of 56 Squadron, training for pilots, flying operations. All welcome to attend.

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

None.

The meeting was reconvened.

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

None.

## 10. ACCOUNTS

10.1 Approval of payments: Public Items – February 2009. Discussion permitted upon.

10.2 Confidential Items – February 2009. (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/120/02/Mar/09**

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

**CARRIED:** Unanimous.

**THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS TEN ONE AND TEN TWO EN-BLOC**

Date	Amount	Supplier	Net Total	VAT
Feb-09	242.32	E.ON (OSH)	230.78	11.54
Feb-09	78.20	L & M Signs	68.00	10.20
Feb-09	149.30	Pearsons (Thetford) Ltd (Skip)	129.83	19.47
Feb-09	120.00	Reeves Cleaning	120.00	
Feb-09	13.20	Thetford Garden Centre	11.48	1.72
Feb-09	4.31	Travis Perkins	3.75	0.56
Feb-09	80.04	Lyreco (Stationery)	69.60	10.44
Feb-09	56.95	Finevale Service Station	49.52	7.43
Feb-09	120.00	FHDC (Rates)	120.00	
Feb-09	224.25	Fire Training International (Fire Safety Course)	195.00	29.25
Feb-09	27.50	Simpsons Nursery (Mulberry Tree)	27.50	
Feb-09	126.80	C Mason Travel expenses x 3	126.80	
<b>TOTAL:</b>	<b>1,242.87</b>		<b>1,152.26</b>	<b>90.61</b>

## 11. INSURANCE

Resolution Record No. **BTC/121/02/Mar/09**

Proposed by Cllr. N Vant and seconded by Cllr. G Hughes.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION RECEIVED FROM WPS INSURANCE BROKERS FOR INSURANCE COVER PERTAINING TO THE FINANCIAL YEAR 2009/10 AT A COST OF THREE THOUSAND AND EIGHTY EIGHT POUNDS AND EIGHTY TWO PENCE.

## **12. OFFICE SPACE**

Resolution Record No. **BTC/122/02/Mar/09**

Proposed by Cllr. S Edwards and seconded by Cllr. A Simmons.

**CARRIED:** Unanimous.

THAT THIS COUNCIL AGREES THAT A THIRD QUOTATION FOR THE MANDATORY ENERGY PERFORMANCE CERTIFICATE IS SOUGHT FROM A LOCAL COMPANY AND THE LOWER OF THE THREE ACCEPTED.

## **13. STREET LIGHTING**

Resolution Record No. **BTC/123/02/Mar/09**

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

**CARRIED:** 5 for 4 against 2 abstentions.

THAT BRANDON TOWN COUNCIL AGREES TO THE UPGRADING OF STREET LIGHTS 556, 557, 558, COULSON LANE, BRANDON, AT A COST OF TWO THOUSAND SIX HUNDRED AND FIFTY SIX POUNDS PLUS VAT.

## **14. APPRAISALS**

Resolution Record No. **BTC/124/02/Mar/09**

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

**CARRIED:** Unanimous.

THAT FOLLOWING THE ANNUAL APPRAISALS, BRANDON TOWN COUNCIL AGREES TO A SALARY INCREASE OF ONE HALF OF A SPINAL COLUMN POINT FOR DENNIS EVERIT AND DEREK GRANGER ONLY. FURTHERMORE, WITH IMMEDIATE EFFECT MR DENNIS EVERIT IS PROMOTED TO THE POST OF SENIOR TOWN KEEPER.

## **15. ALLOTMENTS**

Cllr. A Simmons declared a personal interest in this item and left the room. The Members Book of Interests was duly signed.

Resolution Record No. **BTC/125/02/Mar/09**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL CONFIRMS ALL WORK RELATED INSTRUCTIONS DIRECTED TO THE TOWN KEEPERS, CAN ONLY BE GIVEN BY THE TOWN CLERK AS LINE MANAGER.

## **16. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN**

Contents noted.

## **17. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:**

Resolution Record No. **BTC/126/02/Mar/09**

Proposed by Cllr. N Vant and seconded by Cllr. G Hughes.

**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

**BRANDON TOWN COUNCIL**  
Confidential Minutes  
Of the Full Brandon Town Council Meeting  
Held at 7.00pm on Monday 2 March 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

**18. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Meeting of Monday 9 February 2009.

Resolution Record No. **BTC/127/02/Mar/09**

**CARRIED:**

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 9 FEBRUARY 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

**19. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Meeting of Monday 9 February 2009.

None arising.

**20. NEW CEMETERY**

Resolution Record No. **BTC/128/02/Mar/09**

**CARRIED:**

THAT BRANDON TOWN COUNCIL AGREES TO SUBMIT A CHANGE OF USE PLANNING APPLICATION TO FOREST HEATH DISTRICT COUNCIL.

**21. INTERNAL AUDITOR**

Resolution Record No. **BTC/130/02/Mar/09**

**CARRIED:**

THAT THIS COUNCIL APPOINTS PETER BRIGHTON TO CARRY OUT THE INTERNAL AUDIT FOR THE FINANCIAL YEAR 2008/09 AT A TOTAL COST OF FIVE HUNDRED AND FIFTY POUNDS.