

## **BRANDON TOWN COUNCIL**

Minutes of the Full Brandon Town Council Meeting  
Held on Monday 3 September 2012

In the Council Chamber, The Old School House, Market Hill, Brandon at 7.00pm.

**Present:** Cllr. R Silvester, Cllr. N Vant, Cllr. D Bimson, Cllr. P Ridgwell, Cllr. G Hughes, Cllr. Mrs L Challiss, Cllr. L Jacobs, Cllr. S Edwards, Cllr. I Horner, Cllr. M Skinner, Cllr. T Simmons, Cllr. P MacLoughlin.

**Also present:** Mrs C Mason (Town Clerk), Cllr. B Bishop and twenty members of the public.

The meeting commenced at 7.00pm.

### **1. APOLOGIES**

Cllr. R Crowther, Cllr. K Butcher.

**2. DECLARATIONS OF INTEREST** and additions to Members Register of Interests.  
Cllr. T Simmons declared an interest in agenda item 15: Allotments. The Members Book of Interests was duly signed.

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

Of the Brandon Town Council Meeting of Monday 2 July 2012 (Public items) and the Cemetery Meeting of Monday 6 August 2012.

Resolution Record No. **BTC/30/03/Sept/12**

Proposed by Cllr. N Vant and seconded by Cllr. S Edwards.

**CARRIED:** Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 2 JULY 2012 AND THE CEMETERY MEETING OF MONDAY 6 AUGUST 2012 BE ACCEPTED AS A TRUE RECORD.

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

Of the Brandon Town Council Meeting of Monday 2 July 2012 (Public Items) and the Cemetery Meeting of Monday 6 August 2012.

Cllr. P Ridgwell informed members the signal box at Thetford Station is in the process of being listed.

Due to the lack of response, Cllr. G Hughes asked that the article requesting Emergency Planning Team volunteers be re-advertised in Brandon Life.

There were no matters arising from the Cemetery Meeting.

### **5. PUBLIC FORUM** – Monthly event limited to 3 minutes duration maximum per resident.

Resolution Record No. **BTC/31/03/Sept/12**

Proposed by Cllr. T Simmons and seconded by Cllr. D Bimson.

**CARRIED:** Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Members of the public raised issues relating to the passageway at Coulson Lane; the potential costs of replacing the skin membrane at the Brandon Country park lake; the need to lobby local MPs on behalf of the town in relation to the Brandon bypass. (A future agenda item prior to any action being taken); overgrown grass verges; poor state of repairs to SCC maintained footpaths/manhole covers (BB) to action.

In an attempt to help alleviate recent thefts and vandalism, a spokesman for the Allotment

holders asked members to consider the provision of additional fencing at the site. Further discussion in agenda item 15.

#### **6. TO RECEIVE A REPORT FROM THE POLICE/RAF LAKENHEATH**

Crime figures for the period 31st July to 31st August 2012 were given by PCSO Anne-Marie Powell. There were 73 recorded crimes within this time period. The same period last year saw 57 crimes recorded. This is an increase of 28%.

Squadron Leader J Neilds said there were no specific issues to report and invited questions. It was stated Gate 8 will be opening before the end of September.

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

Key points in Cllr. B Bishop's report: the need to repaint the white lines near to Spar; speeding on Green Road; the installation of flashing lights at the zebra crossing on Rattlers Road; pot holes on the track leading to the Staunch Meadow; timing of the automatic gates at Brandon Station; relief road progression.

Market Hill: Cllr. T Simmons reported an application for a premises licence (no alcohol) has been submitted to Forest Heath District Council. If granted, this will allow up to ten events per year to be held on Market Hill.

The meeting was reconvened.

**8. URGENT BUSINESS** – any items the Chairman considers a matter of urgent business. There were no matters of urgent business.

Agenda item 15 was now heard.

#### **15. ALLOTMENT FENCING**

Resolution Record No. **BTC/32/03/Sept/12**

Proposed by Cllr. L Jacobs and seconded by Cllr. P Ridgwell.

**CARRIED:** 10 for 1 abstention.

TO PROVIDE ADDITIONAL SECURITY AT THE ALLOTMENT SITE, BRANDON TOWN COUNCIL AGREES TO SEEK QUOTATIONS FOR THE PROVISION OF A) CHAIN LINK FENCING B) SHEET METAL FENCING C) DITCHING. FURTHERMORE, ADVICE TO BE SOUGHT REGARDING AN APPLICATION FOR CONSENT FOR WORKS AFFECTING ORDINARY WATERCOURSES.

#### **9. ACCOUNTS**

9.1 Retrospective approval of payments – July 2012

9.2 Approval of payments – August 2012.

Resolution Record No. **BTC/33/03/Sept/12**

Proposed by Cllr. S Edwards and seconded by Cllr. I Horner.

**CARRIED:** Unanimous.

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

<b>Date</b>	<b>Amount</b>	<b>Supplier</b>	<b>Net Total</b>	<b>VAT</b>
Jul-12	264.00	RBS Software Solutions	220.00	44.00
Jul-12	117.88	Shaw & Sons Limited	98.23	19.65

Jul-12	156.26	Thetford Garden Centre	130.23	26.03
Jul-12	60.00	SALC	50.00	10.00
Jul-12	25.80	Cooleraid Limited	21.50	4.30
Jul-12	49.00	J & D Green	49.00	
Jul-12	91.80	Rentokil Initial Fire Services Limited	76.50	15.30
Jul-12	60.00	Didlington Nurseries	60.00	
Jul-12	501.00	L S Electrical	501.00	
Jul-12	43.00	Brandon Test Centre	43.00	
Jul-12	10	WPS Insurance Brokers & Risk Services	10.00	
<b>TOTAL:</b>	<b>8,140.45</b>		<b>6,894.22</b>	<b>1,246.23</b>

Aug-12	62.40	Cooleraid Limited annual rental	52.00	10.40
Aug-12	284.30	Glasdon UK Limited	236.92	47.38
Aug-12	55.49	Lyreco UK Limited	46.24	9.25
Aug-12	213.77	Finevale Service Station	178.14	35.63
Aug-12	97.89	Arco Limited	81.57	16.32
Aug-12	12.40	Fengate Fasteners Limited	10.33	2.07
Aug-12	282.34	Thetford Garden Centre	235.30	47.04
Aug-12	49.00	J & D Green	49.00	
Aug-12	6.26	Ian Smith Office Supplies Limited	5.22	1.04
Aug-12	1,163.85	SCC S/L Pinewood Drive	969.88	193.97
Aug-12	103.20	Wickstead Leisure Limited	86.00	17.20
Aug-12	40.00	Suffolk Association of Voluntary Organisations	40.00	
Aug-12	34.20	Brandon Test Centre	28.50	5.70
<b>TOTAL:</b>	<b>2,405.10</b>		<b>2,019.10</b>	<b>386.00</b>

## 10. CEMETERY FEES

Cllr. M Skinner declared an interest in this agenda item and left the room. The Member's Book of Interests was duly signed.

Resolution Record No. **BTC/34/03/Sept/12**

Proposed by Cllr. N Vant and seconded by Cllr. D Bimson.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO INCREASE THE CEMETERY FEES ACROSS THE BOARD BY TWELVE PER CENT. IT WAS FURTHERMORE AGREED, THAT THE INCREASED FEES WILL BE HELD FOR TWO YEARS.

## 11. CHRISTMAS EVENT

Date agreed as Thursday 6th December 2012. Further discussion on the event deferred until the next town council meeting.

## 12. THETFORD ROAD PLAY AREA

Resolution Record No. **BTC/35/03/Sept/12**

Proposed by Cllr. G Hughes and seconded by Cllr. S Edwards.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE WICKSTEED INSPECTION REPORT 2012 FOR THE THETFORD ROAD PLAY AREA.

## 13. STREET LIGHTING COMMITTEES

East Ward to meet on the 18th October 2012 and West Ward by mid-November.

## 14. NINE STILES WALK

It had been noted during the Nine Stiles Walk that the majority of the footpath signs were no longer in situ. The Definitive map to be checked and Suffolk County Council asked to help contribute towards replacement signage.

**16. CLERKS MONTHLY REPORT**

Contents noted.

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

Resolution Record No. **BTC/36/03/Sept/12**

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

**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

The meeting closed at 9.15pm.