

## BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting  
held at Old School House, Market Hill, Brandon on Monday 13th March 2023 at 7pm

**Present:** Cllr S Skinner (Chair), Cllr B Brabbs, Cllr P Etherington, Cllr J Hughes, Cllr V Lukaniuk, Cllr D Moore, Cllr D Palmer, Cllr P Ridgwell, Cllr N Vant, Cllr P Wittam

**Also Present:** 10+ members of the public.

- 1 **APOLOGIES** for absence and approval of reasons tendered.  
Cllr L Atkins, Cllr J Lloyd-Blackwell – not approved.  
The Clerk informed the meeting that Cllr Annear had resigned.
  
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.  
Cllr P Ridgwell - Disclosable interest – Item 12. Cllr V Lukaniuk – Disclosable interest – Item 12.
  
- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**  
Sqn Ldr Geary reported that the weather conditions were really kind throughout February, so the Fighter Squadrons managed to complete all their training sorties during the month. In addition, the Wing continued to have aircraft (and personnel) deployed to Poland for deterrence operations on NATO's Eastern Flank. Furthermore, they hosted visiting aircraft from Hill Air Force Base and deployed aircraft to Norway during the latter part of the February and early part of March respectively.  
RAF Lakenheath hosted an immersion visit for new members of the British Defence Staff (US) team on 8<sup>th</sup> February.  
The first meeting of the new combined British American Committee was held on 1<sup>st</sup> March 2023. One of the outcomes of the meeting was a request to publicise employment opportunities widely across the communities of Cambridgeshire, Suffolk and Norfolk. 48 MSG are producing some publicity materials which can be provided for inclusion in Parish Newsletters.  
The base are awaiting the outcome of the Commander in Chief Installation Excellence Award – 48FW are one of the two USAF installations short-listed for the 2022 Award.  
HM The King's Coronation Weekend:- 48FW personnel are ready and willing to assist with any community "Big Help Out" projects/activities. Please pass event details to the RAF Commander.

Signed.....

**4 TO RECEIVE, CONFIRM AND SIGN MINUTES**

- Of the Brandon Town Council Full Council Meeting of Monday 13th February 2023.

Cllr Lukaniuk requested the minutes be changed, removing the comment Cllr Etherington had made stating that Cllr Lukaniuk was electioneering, to which he disagreed. Cllr Etherington did not approve of the statement made by Cllr Lukaniuk.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/189/13/Mar/23**

**FAILED:** By majority vote: 2 for, 8 against.

- Of the Brandon Town Council Full Council Meeting of Monday 13th February 2023.

**Proposer:** Cllr S Skinner

**Seconder:** Cllr P Etherington

Resolution Record No: **BTC/190/13/Mar/23**

**CARRIED:** By majority vote: 8 for, 2 against.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 13TH FEBRUARY 2023 BE APPROVED.

**5 MATTERS ARISING** for information exchange only of the Full Council Meeting of 13<sup>th</sup> February 2023.

Cllr Palmer apologised for the manner in which Cllr Marks was treated during her attendance at the last Full Council Meeting. He requested that the Clerk update the meeting on the progress with the town clock. The Clerk stated that the work on the clock would commence on the 22<sup>nd</sup> March where the hands and some of the mechanism would be removed for repairs. No date has yet been received for the completion of the work.

The Clerk then read a statement from Cllr Burns of Haverhill Town Council confirming that he was not the Mayor as stated by Cllr Lukaniuk and neither did Haverhill have a full phlebotomy again as stated by Cllr Lukaniuk.

**6 URGENT BUSINESS** any items the Chairman considers a matter of urgent business – to be submitted no less than 48hrs prior to the meeting or by discussion with the Chairman.

None.

**7 TO RECEIVE WRITTEN REPORT** from the Town Clerk.

Report was received.

**8 PUBLIC FORUM** monthly event limited to 3 minutes duration maximum per resident, this will include reports from County, District and Town Councillors also Community Group Representatives.

**Proposer:** Cllr S Skinner

**Seconder:** Cllr D Moore

Resolution Record No: **BTC/191/13/Mar/23**

**CARRIED:** Unanimous

Signed.....

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Cllr Lukaniuk reported the car which had been parked in Coulson Lane for some time was due to be removed by West Suffolk. He further added that the closure of the East bound platform at Brandon Station was due to water ingress into the wall structure mainly caused by neglect of the property. Lastly, he added that the wheelchair ramp in St Peter's Approach was due to be installed and had been funded by his locality budget. Cllr Vant asked if Cllr Lukaniuk was aware of the road works due to take place at the junction of the High Street and London Road. Cllr Lukaniuk replied he was not aware of any roadworks at this time.

Cllr Wittam stated that he and Cllr Lukaniuk had voted against the West Suffolk Mid Term Budget. This was due to West Suffolk wishing to spend forty million pounds on a new hub adjacent to the current West Suffolk building in Bury St Edmunds. Cllr Wittam informed the meeting that the garden waste collection charges would be increasing from £45 to £47. He added that 77,500 tonnes had been collected last year. Cllr Ridgwell commented that he had read that it was illegal for Council's to charge for the collection of garden waste. The Clerk is to check this detail and report. Cllr Palmer stated he had nothing to add. There was a brief discussion regarding the Brandon Railway Station.

Cllr Ridgwell raised the issue of the poor state of Bury Road and the haunching effecting the grass verge area. Cllr Lukaniuk described the issue in some detail stating that this had been raised at Suffolk County Council. Cllr Wittam further added that Bury Road is a B class road only and is being used for a purpose that it was not intended for.

A resident asked a number of questions of Cllr Lukaniuk regarding if he was working with Cllr Palmer and Cllr Marks to resolve the current lack of blood tests in Brandon. Cllr Lukaniuk stated he had not been asked to work with the Councillors. He was also asked if he had approached Suffolk County Council and West Suffolk Council regarding funding the proposed patient transport to Mildenhall. Cllr Lukaniuk stated he had not made any approaches. Lastly, he was asked if he was aware of any other available services which could be used for patient transport. He stated that he was not aware of other services.

A member of the public stated that the yew trees in St Peter's Churchyard appear to be in need of maintenance as they were worried that a yew tree may fall onto one of the lime trees causing it to fall onto their property. The Clerk is to progress this matter.

A resident reported on the Best of Brandon Awards stating that approximately one hundred guests had attended the event. They further asked if Brandon Town Council would be flying flags on other special days.

Cllr Ridgwell confirmed that the Heritage Centre would be opening on Thursdays, Saturdays and Sundays. He further added that Barclay's Bank in Mildenhall was closing and this further restricted people's ability to withdraw cash. The Clerk added that the Barclays bank in Newmarket was also closing, however cash can be withdrawn and deposited through the Post Office.

THE CHAIRMAN RECONVENED THE MEETING

## 9 CORRESPONDENCE

None.

Signed.....

**10 ACCOUNTS** To approve the payments for February 2023.

**Proposer:** Cllr S Skinner

**Secunder:** Cllr P Wittam

Resolution Record No: **BTC/192/13/Mar/23**

**CARRIED:** Unanimous

**BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR FEBRUARY 2023.**

| Invoice Date | Invoice No   | Supplier                | Expense Type                     | Nett       | VAT     | Gross      | Payment      |
|--------------|--------------|-------------------------|----------------------------------|------------|---------|------------|--------------|
| 02/02/2023   |              | Brandon Rem. Play. Flds | Grant - Second Half              | £15,000.00 | £0.00   | £15,000.00 | BACS         |
| 16/01/2023   | INV-2579     | Hugofox Ltd             | Website Subscription             | £29.99     | £6.00   | £35.99     | Direct Debit |
| 21/01/2023   | M062 C6      | BT                      | Phone OSH                        | £39.72     | £7.94   | £47.66     | Direct Debit |
| 22/01/2023   | M038 XL      | BT                      | Phone OSH                        | £33.13     | £6.63   | £39.76     | Direct Debit |
| 07/02/2023   | Q020 VE      | BT                      | Phone OSH                        | £167.39    | £33.47  | £200.86    | Direct Debit |
| 23/01/2023   | 964917122    | British Gas             | Gas OSH                          | £261.70    | £13.09  | £274.79    | Direct Debit |
| 30/01/2023   |              | Creative Pension Trust  | Pensions - January               | £636.72    | £0.00   | £636.72    | Direct Debit |
| 07/02/2023   |              | Siemens                 | Photocopier - Quarterly Rental   | £472.00    | £94.40  | £566.40    | Direct Debit |
| 01/02/2023   | A292-0018    | E.ON                    | Electric Pillar 8 Market Hill    | £36.35     | £1.82   | £38.17     | Direct Debit |
| 01/02/2023   | 755A-0011    | E.ON                    | Electric Cemetery Yard           | £32.78     | £1.64   | £34.42     | Direct Debit |
| 06/02/2023   | 3E73-0018    | E.ON                    | Electric BRPF Yard               | £173.60    | £8.68   | £182.28    | Direct Debit |
| 06/02/2023   | 5A54-0017    | E.ON                    | Electric Pillar 9 Market Hill    | £22.59     | £1.13   | £23.72     | Direct Debit |
| 06/02/2023   | 1C56-0016    | E.ON                    | Electric Christmas Tree Pillar   | £23.25     | £1.16   | £24.41     | Direct Debit |
| 06/02/2023   | 6C32-0018    | E.ON                    | Electric OSH                     | £128.55    | £6.43   | £134.98    | Direct Debit |
| 01/02/2023   | 10366        | Cranberry Comms.        | Microsoft 365                    | £121.90    | £24.38  | £146.28    | Direct Debit |
| 23/11/2022   | 125594       | Smith of Derby          | Service Town Clock               | £220.00    | £44.00  | £264.00    | BACS         |
| 10/01/2023   | 419580967    | Denmans Electrical      | Trunking - Council Chamber       | £8.76      | £1.75   | £10.51     | BACS         |
| 01/02/2023   | 20975        | Amazon                  | 30 x Union Jack Flags            | £67.50     | £13.50  | £81.00     | BACS         |
| 01/02/2023   | 88741        | Amazon                  | 5 x St George's Cross Flags      | £12.45     | £2.50   | £14.95     | BACS         |
| 01/02/2023   | 88942        | Amazon                  | 7 x St George's Cross Flags      | £17.43     | £3.50   | £20.93     | BACS         |
| 02/02/2023   | 89080        | Amazon                  | 11 x St George's Cross Flags     | £27.39     | £5.50   | £32.89     | BACS         |
| 06/02/2023   | 95606        | Amazon                  | 7 x St George's Cross Flags      | £17.43     | £3.50   | £20.93     | BACS         |
| 07/02/2023   | GB3URF63AEUI | Amazon                  | King Charles Cutout - Coron.     | £33.32     | £6.67   | £39.99     | BACS         |
| 10/02/2023   | 710          | Amazon                  | Firechief Glass - Key Box        | £4.58      | £0.92   | £5.50      | BACS         |
| 28/02/2023   | 580          | Amazon                  | Grass Seed                       | £73.49     | £0.50   | £73.99     | BACS         |
| 03/02/2023   | K59220       | Ernest Doe & Sons Ltd   | Safety Boots -PPE                | £73.10     | £14.62  | £87.72     | BACS         |
| 08/02/2023   | K59414       | Ernest Doe & Sons Ltd   | Battery for Mower                | £60.00     | £12.00  | £72.00     | BACS         |
| 06/02/2023   | 46760        | J & D Green             | Window Cleaning OSH              | £20.00     | £0.00   | £20.00     | BACS         |
| 08/02/2023   | SINV01887828 | Ian Smith Group Ltd     | A4 Paper/New Council. Files etc. | £108.64    | £21.73  | £130.37    | BACS         |
| 21/02/2023   | SCRN00982061 | Ian Smith Group Ltd     | 9 Reams of Paper - Returned      | -£41.31    | -£8.26  | -£49.57    | BACS         |
| 13/02/2023   | SINV01888405 | Ian Smith Group Ltd     | A4 Paper                         | £49.50     | £9.90   | £59.40     | BACS         |
| 08/02/2023   | 2611         | Simpson's Nurseries Ltd | Trees/Plants - OSH               | £162.50    | £18.50  | £181.00    | BACS         |
| 14/02/2023   | 9527610      | Suffolk County Council  | Unit 256 Rought Av. - Col/Lan.   | £2,105.98  | £421.20 | £2,527.18  | BACS         |
| 14/02/2023   | 9527612      | Suffolk County Council  | Unit 441 Woodlands Rs. - Lan.    | £467.50    | £93.50  | £561.00    | BACS         |
| 17/02/2023   | 9527789      | Suffolk County Council  | Units 192/202 St Ben - ISH Units | £2,475.00  | £495.00 | £2,970.00  | BACS         |
| 20/02/2023   | 9527839      | Suffolk County Council  | Unit 92 Martin Close - Lantern   | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528083      | Suffolk County Council  | Unit 937 London Rd - Lantern     | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528090      | Suffolk County Council  | Unit 109/110 Nightingale - Lan.  | £935.01    | £187.00 | £1,122.01  | BACS         |
| 27/02/2023   | 9528122      | Suffolk County Council  | Unit 898 Crown St - Lantern      | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528123      | Suffolk County Council  | Unit 896 Crown St - Lantern      | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528125      | Suffolk County Council  | Unit 542 Manor House Cl - Lan.   | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528126      | Suffolk County Council  | Unit 565 Lode St - Lantern       | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528140      | Suffolk County Council  | Unit 339 Stuart Close - Lan.     | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528142      | Suffolk County Council  | Unit 487 The Rookery - Lan.      | £467.50    | £93.50  | £561.00    | BACS         |
| 27/02/2023   | 9528143      | Suffolk County Council  | Unit 82 Swallow Drive - Lan.     | £467.50    | £93.50  | £561.00    | BACS         |

Signed.....

|            |             |                          |                                 |           |           |           |      |
|------------|-------------|--------------------------|---------------------------------|-----------|-----------|-----------|------|
| 21/02/2023 | 73305       | Alan R. Cross & Son      | Fix Alarm - BRPF Yard           | £134.50   | £26.90    | £161.40   | BACS |
| 21/02/2023 | 68751       | Blademaster              | Servicing Mower Blades 2 Sets   | £36.00    | £7.20     | £43.20    | BACS |
| 23/02/2023 | 59212       | Chase Timber Products    | Gate Post - Orchard             | £21.35    | £4.27     | £25.62    | BACS |
| 28/02/2023 | 536884      | Richard Jackson Ltd      | NC Sec. 278 Highway Design Wk   | £5,321.50 | £1,064.30 | £6,385.80 | BACS |
| 28/02/2023 |             | Mr G Cock                | Reim. Cond. Book, Post. Framing | £124.57   | £11.51    | £136.08   | BACS |
| 28/02/2023 | 254026      | Fengate Fasteners Ltd    | Comb. Padlock, Gloves, Screws   | £58.36    | £11.67    | £70.03    | BACS |
| 28/02/2023 | 20230000195 | Finevale Service Station | Fuel                            | £58.19    | £11.63    | £69.82    | BACS |
| 05/03/2023 |             | HMRC                     | NICS                            | £2,382.54 | £0.00     | £2,382.54 | BACS |

#### 11 TO RECEIVE INCOME AND EXPENDITURE STATEMENTS AGAINST BUDGET FOR JANUARY 2023

The Income and Expenditure Statement against Budget for January 2023 was received.

#### 12 GRANT APPLICATION discussion to consider S137 grant from Brandon Heritage Centre Trust.

A trustee of the Heritage Centre was offered the opportunity to speak on this subject, but they felt they had already supplied enough information in the grant application pack. Cllr Etherington enquired if the Heritage Centre had tried to borrow exhibits from other museums rather than purchasing them outright. The Trustee stated that many museums will only lend exhibits to accredited museums with the ability to conserve the exhibits. Cllr Lukaniuk gave his support to the request for funding from the Heritage Centre. Cllr Etherington suggested that a contribution be given. Cllr Vant asked if we had the funds available. The Clerk confirmed that there was available funding. A vote then took place.

**Proposer:** Cllr P Wittam

**Seconder:** Cllr J Hughes

Resolution Record No: **BTC/193/13/Mar/23**

**CARRIED:** By majority vote: 8 for, 1 against, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE GRANT FROM BRANDON HERITAGE CENTRE TRUST FOR £1975.00.

#### 13 TO NOTE MINUTES OF EVENTS COMMITTEE MEETING of 8th February and 1st March 2023.

The minutes from the above Events Committee Meetings were noted and received.

#### 14 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING of 6<sup>th</sup> March 2023.

The minutes from the above Planning Committee Meeting were noted and received.

Signed.....

**15 RESOLUTION from Cllr V Lukaniuk No. 426**

Brandon Town Council resolves to contribute up to £1000 from S137 funds towards the cost of transport to Mildenhall Hub for the phlebotomy patients.

Cllr Lukaniuk then requested that his resolution be amended to read **“to contribute up to £3000 from S137 funds towards the cost of transport to Mildenhall Hub for the phlebotomy patients.”**

Cllr Lukaniuk requested a named vote take place.

For: Cllr Wittam, Cllr Lukaniuk, Cllr Ridgwell, Cllr Hughes

Against: Cllr Vant, Cllr Etherington, Cllr Brabbs, Cllr Palmer

Abstention: Cllr Moore, Cllr Skinner

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/194/13/Mar/23**

**CARRIED:** By majority vote: 4 for, 4 against, 2 abstentions. The Chairman used his casting vote as the vote tied and voted for the amendment. This resolved the vote to 5 for, 4 against and 1 abstention.

**Brandon Town Council resolves to contribute up to £3000 from S137 funds towards the cost of transport to Mildenhall Hub for the phlebotomy patients.**

Cllr Wittam made a statement regarding the proposed service referring to an email from Elizabeth Moloney, this stated that assistance was needed for three months, looking to establish a full service in six to nine months. Cllr Lukaniuk stated that based on five trips per week this amounted to an outlay over the expected period of service being required of approximately six thousand pounds.

Cllr Palmer added that he had spoken to sixty-seven people in Brandon who expressed their opinion they were not in favour of transporting patients and wanted a full service in Brandon.

Cllr Etherington commented that this was a bodged solution. Cllr Palmer further commented that this would further upset the local service available to patients.

Cllr Wittam requested a named vote take place.

For: Cllr Wittam, Cllr Lukaniuk

Against: Cllr Vant, Cllr Etherington, Cllr Ridgwell, Cllr Brabbs, Cllr Palmer

Abstention: Cllr Moore, Cllr Hughes, Cllr Skinner

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/195/13/Mar/23**

**FAILED:** By majority vote: 2 for, 5 against, 3 abstentions.

Signed.....

**16 RESOLUTION from Cllr V Lukaniuk No. 427**

Brandon Town Council resolves to place at Old School House a book of signatures “petition” to assist in a campaign to reinstate a full phlebotomy service at the Forest Surgery.

Cllr Lukaniuk gave an overview of his resolution. Cllr Etherington suggested that the petition be put in other locations such as the library. Cllr Palmer stated that all information he had received was being sent to Elizabeth Moloney and asked that comments be made on the Let’s Talk SNEE ( [www.letstalksnee.co.uk](http://www.letstalksnee.co.uk) ) website.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/196/13/Mar/23**

**CARRIED:** By majority vote: 9 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO PLACE AT OLD SCHOOL HOUSE A BOOK OF SIGNATURES “PETITION” TO ASSIST IN A CAMPAIGN TO REINSTATE A FULL PHLEBOTOMY SERVICE AT THE FOREST SURGERY.

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

*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: CONTRACT.*

**Proposer:** Cllr S Skinner

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/197/13/Mar/23**

**CARRIED:** Unanimous

Signed.....

## BRANDON TOWN COUNCIL

Confidential Minutes  
of the Full Brandon Town Council Meeting  
held at Old School House, Market Hill, Brandon on Monday 13th March 2023 at 7pm

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

### 18 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 13th February 2023.

**Proposer:** Cllr B Brabbs

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/198/13/Mar/23**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 13TH FEBRUARY 2023 BE APPROVED.

### 19 MATTERS ARISING

None.

### 20 QUOTES

#### 20.1 To consider quotation to update existing phone system to digital.

The Clerk explained that the current phone system at Old School House is not fit for purpose and requires upgrading to encompass the facility at the BRPF yard. The new system would be fully compliant with digital technology.

**Proposer:** Cllr S Skinner

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/199/13/Mar/23**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO ACCEPT THE QUOTATION FROM A CONTRACTOR TO UPDATE EXISTING PHONE SYSTEM TO DIGITAL.

#### 20.2 To consider quotation to supply and install roller shutters to the garage at BRPR yard.

The Clerk described the state of the doors to the storage garage at the BRPF yard. The doors of which through years of neglect are now in a dangerous state and require replacement. The new proposed roller shutter doors will not only be more secure but easier to operate.

**Proposer:** Cllr P Wittam

**Seconder:** Cllr S Skinner

Resolution Record No: **BTC/200/13/Mar/23**

**CARRIED:** By majority vote: 9 for, 1 abstention.

Signed.....



BRANDON TOWN COUNCIL RESOLVES TO ACCEPT THE QUOTATION FROM  
A CONTRACTOR TO SUPPLY AND INSTALL ROLLER SHUTTERS TO THE  
GARAGE AT BRPR YARD.

The meeting closed at 8.50pm

Signed.....