

## BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting  
held at the Church Institute, London Road, Brandon on Tuesday 12th April 2022 at 7pm

**Present:** Cllr S Skinner (Chair), Cllr S Annear, Cllr L Atkins, Cllr B Brabbs, Cllr P Etherington, Cllr J Lloyd-Blackwell, Cllr V Lukaniuk, Cllr D Moore, Cllr P Ridgwell, Cllr N Vant, Cllr C Whiteman, Cllr P Wittam

**Also Present:** 3 members of the public.

1 **APOLOGIES** for absence and approval of reasons tendered.  
Cllr J Hughes, Cllr D Palmer - apologies were accepted.

2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.  
Cllr S Skinner - Pecuniary interest – item 18.

3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**

Sqn Ldr Geary reported that a number of F16's had returned from deployment in Italy and also those aircraft that had been based in Poland had also returned. The F35's based at RAF Lakenheath were visiting the Netherlands. Sqn Ldr Geary further reported he had been to a number of meetings regarding the Queens Jubilee where personnel from the base were providing support. He had also visited West Suffolk College to discuss with students the possibility of providing work experience. Cllr Moore queried a small jet that had been flying around the area. Sqn Ldr Geary had no immediate knowledge of this happening but was going to check.

Cllr Whiteman stated he had nearly hit a photographer crossing the road to gain access to the viewing area. Sqn Ldr Geary stated that he was actively working with the police.

Cllr Ridgwell asked if the roadway could be made a clearway. Sqn Ldr Geary replied that this was a matter for Suffolk County Council and Suffolk Police.

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

- Of the Brandon Town Council Meeting of Monday 14th March 2022.

Cllr Lukaniuk asked for an inclusion to be made in the minutes regarding the heated exchange with a member of the public at the previous meeting. Cllr Ridgwell asked the Chair if he should have suspended the meeting.

**Proposer:** Cllr S Skinner

**Seconder:** Cllr P Ridgwell

Resolution Record No: **BTC/186/12/Apr/22**

**CARRIED:** By majority vote: 9 for, 3 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 14TH MARCH 2022 BE APPROVED.

Signed.....

**5 MATTERS ARISING** for information exchange only of the Full Council Meeting of 14<sup>th</sup> March 2022.

Cllr Whiteman suggested that a minute's silence be held for M.P. David Amiss who had been murdered in his Southend constituency. Cllr Etherington replied that it was not normal practise to hold a minute's silence for people not associated with Brandon other than the royal family. Cllr Ridgwell reminded Councillors that the Heritage Centre opening hours would be Thursday 10am-1pm, Saturday 10am-4pm and Sunday 11am-3pm.

**6 URGENT BUSINESS** any items the Chairman considers a matter of urgent business.

Cllr Lukaniuk had circulated pictures of the aftermath of the lorry losing its load adjacent to the Great Eastern Hotel. He stated that the load had not been secured correctly. Given the current conflict in Ukraine Councillors agreed that the Clerk should obtain the Ukraine flag to be flown on the OSH flagpole.

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

Report was received. The Clerks report sparked a discussion regarding the issues to the changes proposed to the taxi regulations by West Suffolk. Councillors felt that it was important that the Brandon area maintains a number of wheelchair assessable vehicles. Cllr Wittam stated that he served on the committee regarding this issue and would take the views of the Brandon Councillors back to committee.

**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 P Wittam

Resolution Record No: **BTC/187/12/Apr/22**

**CARRIED:** Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Cllr Lukaniuk reported that all the drain covers in Brandon had now been completed however there was still a pothole adjacent to the Great Eastern Hotel and the crevice in the road surface leading to the bridge to be attended to. He also reported that there was objection to the scale of the Sunnica Solar Farm in Council.

Cllr Wittam informed Council that Matt Hancock had been writing to the general public about the HGV's transiting Brandon. He stated that the objection was to save money on repairs of the roadway but not affect local traders. Cllr Lukaniuk added that he had spoken to local hauliers to remind them of a section 106 agreement that is in place. They agreed that at peak times lorries would bypass Brandon by use of the A134 and not use the obvious Brandon High Street shortcut.

A resident apologised to the Councillors present for his outburst at the previous Council meeting. The resident asked if the Monitoring Officer can be invited to a future Council meeting. Cllr Lloyd-Blackwell informed the meeting that she understood that the police maybe taking action regarding the unsecured load which became detached from the lorry by the Great Eastern Hotel.

Cllr Wittam stated that a lot of traffic was coming from Lincolnshire and North Norfolk through Brandon. This initiated a general discussion about HGV's.

Signed.....

Cllr Ridgwell reiterated the previous proposed route for the Brandon bypass. He asked if the grass verge adjoining the A1065 as it passes the end of the runway at Lakenheath could be made part of the clearway restrictions for the carriageway. He then raised the issue of the street lighting in Boundary Close still not operational. This was answered by Cllr Lukaniuk who had been promised that the lighting would be attended to by 7<sup>th</sup> April.

THE CHAIRMAN RECONVENED THE MEETING.

## 9 CORRESPONDENCE

- Letter of thanks from Brandon Heritage Centre – letter was received.

## 10 ACCOUNTS To approve the payments for March 2022.

Cllr Ridgwell queried the purchase of the new bus shelter for George Street stating that this seemed rather expensive. The Clerk explained that this was the remaining money from the West Suffolk grant. Cllr Ridgwell stated that he would have liked to have seen a brick shelter replacing the existing one. The Clerk explained that a brick shelter would cost more and it would not be deemed particularly safe.

**Proposer:** Cllr P Etherington

**Seconder:** Cllr L Atkins

Resolution Record No: **BTC/188/12/Apr/22**

**CARRIED:** Unanimous

## BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR MARCH 2022.

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
02/03/2022	2022/0101	Church Institute	Hire of Hall for Council Meet.	£37.50	£0.00	£37.50	BACS
14/01/2022	SKP-2201-0114	Freedom Recycling Ltd	Skip re George Street Planters	£150.00	£30.00	£180.00	BACS
08/03/2022	2203011	Freedom Recycling Ltd	Skip Emptied - Trade Waste	£200.00	£40.00	£240.00	BACS
10/03/2022		Mr M Harding	Relinquished Ashes Plot	£73.00	£0.00	£73.00	BACS
15/03/2022	9474	Brandon Life Ltd	Advert - Towns Keeper	£56.00	£0.00	£56.00	BACS
23/03/2022	8752	Externiture Ltd	New Bus Shelter - George St.	£5,633.75	£1,126.75	£6,760.50	BACS
31/03/2022		Mr M Goodson	Mileage re AIB Open Event	£23.25	£0.00	£23.25	BACS
05/01/2022	1226393845	Trade UK	Storage Containers - Christmas	£136.43	£27.28	£163.71	Direct Debit
18/01/2022	1229915125	Trade UK	Jigsaw & Mitre Saw	£170.82	£34.16	£204.98	Direct Debit
25/01/2022	1232136972	Trade UK	Plants/Compost - George St.	£136.67	£27.33	£164.00	Direct Debit
11/02/2022	344651	Corona Corporate Sols.	Photocopier - Copies	£217.78	£43.56	£261.34	Direct Debit
14/02/2022		Public Works Loan	OSH Loan	6779.46	0.00	6779.46	Direct Debit
22/02/2022	959825412	British Gas	Gas OSH	£179.70	£8.98	£188.68	Direct Debit
28/02/2022		Creative Pension Trust	Pensions - February	£456.36	£0.00	£456.36	Direct Debit
28/03/2022		Creative Pension Trust	Pensions - March	£577.94	£0.00	£577.94	Direct Debit
01/03/2022	116430	Cranberry Comms.	Microsoft 365 Subscription	£148.00	£29.60	£177.60	Direct Debit
01/03/2022	1C56-0005	E.ON	Electric Christmas Tree Pillar	£15.96	£0.80	£16.76	Direct Debit
01/03/2022	A292-0006	E.ON	Electric Pillar 8 Market Hill	£113.81	£5.69	£119.50	Direct Debit
07/03/2022	5A54-0006	E.ON	Electric Pillar 9 Market Hill	£26.17	£1.31	£27.48	Direct Debit
07/03/2022	3E73-0007	E.ON	Electric New Yard	£145.60	£7.28	£152.88	Direct Debit
07/03/2022	6C32-0005	E.ON	Electric OSH	£158.75	£7.94	£166.69	Direct Debit
18/03/2022	1432406	Everflow Water	Water OSH	£19.02	£0.00	£19.02	Direct Debit
21/02/2022	M051 3V	BT	Phone OSH	£39.72	£7.94	£47.66	Direct Debit
22/02/2022	M027 OM	BT	Phone OSH	£30.00	£6.00	£36.00	Direct Debit
31/03/2022		Unity Bank Trust	Man. Credit Handling Charge	£1.50	£0.00	£1.50	Direct Debit
31/03/2022		Unity Bank Trust	Service Charge	£37.80	£0.00	£37.80	Direct Debit

Signed.....

01/03/2022	SINV032296	Ellis Whittam Ltd	Health & Safety Consultancy	£2,741.00	£548.20	£3,289.20	BACS
01/03/2022	25475	S.A.L.C.	Payroll Service - 6 Months	£198.00	£39.60	£237.60	BACS
02/03/2022	3754 AHJ478	Travis Perkins Ltd	Shovel	£17.41	£3.48	£20.89	BACS
23/03/2022	3754 AHL110	Travis Perkins Ltd	Replacement Cemetery Tap	£9.24	£1.85	£11.09	BACS
31/03/2022	3754 AHL776	Travis Perkins Ltd	Door Closer OSH	£5.67	£1.13	£6.80	BACS
09/03/2022	9516045	Suffolk County Council	Street Lighting Main/Energy	£22,917.29	£4,583.46	£27,500.75	BACS
15/03/2022	9516411	Suffolk County Council	4 x Feeder Pillars on High St.	£8,263.93	£1,652.79	£9,916.72	BACS
15/03/2022	9516418	Suffolk County Council	Column & Lantern - Falcon Dr.	£1,286.92	£257.38	£1,544.30	BACS
14/03/2022	1190160	J & D Green	Window Cleaning OSH	£20.00	£0.00	£20.00	BACS
16/03/2022	1190172	J & D Green	Cleaning Bus Shelters	£50.00	£0.00	£50.00	BACS
21/03/2022	513784784	James Hallam Ltd	Insurance	£5,891.07	£0.00	£5,891.07	BACS
22/03/2022	1085408773	Stannah Lift Services Ltd	Quarterly Lift Service	£116.67	£23.33	£140.00	BACS
10/03/2022		Mrs A Barnes	Flower Seed Mix	£4.97	£0.99	£5.96	BACS
29/03/2022		Mr G Cock	Reim, Zoom, Digital Ocean	£74.54	£1.04	£75.58	BACS
31/03/2022	234971	Fengate Fasteners Ltd	Press. Wash, QJ, Notice Board	£294.22	£58.84	£353.06	BACS
31/03/2022	20220000317	Finevale Service Station	Fuel	£156.13	£31.23	£187.36	BACS
05/04/2021		HMRC	NICS	£2,445.72	£0.00	£2,445.72	BACS

#### 11 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR FEBRUARY 2022

The Income and Expenditure Statement against Budget for February 2022 was received.

#### 12 GRANT APPLICATION discussion to consider S137 grant from Brandon Happy to Sing Choir.

Cllr Lukaniuk asked if there was a representative available to give more detail of the grant application. The Clerk informed Councillors that there appeared to be no one at the meeting to take questions. Cllr Etherington stated that she was concerned regarding the costs and the number of persons that would benefit. It was then agreed that the grant application would be deferred to a later date until a representative could be made available to answer questions. A vote ensued to defer the grant application.

**Proposer:** Cllr V Lukaniuk

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/189/12/Apr/22**

**CARRIED:** Unanimous

#### 13 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING of 4th April 2022.

The minutes from the last Planning Meeting were noted and received.

#### 14 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 D Moore

Resolution Record No: **BTC/190/12/Apr/22**

**CARRIED:** Unanimous

Signed.....

## BRANDON TOWN COUNCIL

Confidential Minutes  
of the Full Brandon Town Council Meeting  
held at the Church Institute, London Road, Brandon on Tuesday 12th April 2022 at 7pm

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

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

- Of the Brandon Town Council Meeting of Monday 14th March 2022.

**Proposer:** Cllr S Skinner

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/191/12/Apr/22**

**CARRIED:** By majority vote: 9 for, 3 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 14TH MARCH 2022 BE APPROVED.

### 16 RESOLUTION from Cllr S Annear No. 411

Brandon Town Council resolves to approve the annual wage increment for BTC OSH staff.

The resolution was introduced by Cllr Annear. A general discussion took place regarding Cllr Etherington's proposals. This was generally accepted by all Councillors and a vote ensued.

**Proposer:** Cllr S Annear

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/192/12/Apr/22**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE ANNUAL WAGE INCREMENT FOR OSH STAFF AT THE AGREED SPINAL POINTS.

Cllr Whiteman received a telephone call and took leave of the meeting at 8.04pm and returned at approximately 8.16pm.

### 17 RESOLUTION from Cllr S Annear No. 412

Brandon Town Council resolves to approve the amended contract for the Town Clerk.

After a general discussion it was agreed to amend the Town Clerk's contract to read "30 hours per week" from the current 25 hours and salary to be according to the adopted NALC pay scale.

**Proposer:** Cllr S Annear

**Seconder:** Cllr P Etherington

Resolution Record No: **BTC/193/12/Apr/22**

**CARRIED:** Unanimous

Signed.....



BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE AMENDED CONTRACT FOR THE TOWN CLERK TO 30 HOURS PER WEEK AND SALARY TO BE ACCORDING TO THE ADOPTED NALC PAY SCALE.

**18 RESOLUTION from Cllr P Etherington No. 413**

Brandon Town Council resolves to adopt revised cemetery fees.

A general discussion took place regarding the document prepared by Cllr Etherington outlining the revised cemetery fees. A vote was taken to adopt the document in full.

**Proposer:** Cllr P Etherington

**Seconder:** Cllr P Wittam

Resolution Record No: **BTC/194/12/Apr/22**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO ADOPT REVISED CEMETERY FEES.

**19 MATTERS ARISING – None.**

The meeting closed at 8.47pm

Signed.....