

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held on Monday 8th November 2004
At the (New) Forest Primary School, Bury Road, Brandon

Present : The Chairman Cllr. Ms J S Bourton, The Vice Chairman Cllr. Mrs E Milner, Cllr. Mrs J A Ahern, Cllr. V E Ashley, Cllr. P S Baldwin, Cllr. P T MacLoughlin, Cllr. S A Newbon, Cllr. P R Ridgwell, Cllr. A P Saxby, Cllr. Mrs C M Silvester and Cllr. N A Vant.

Also present : RAF Lakenheath Squadron Leader Jo Daniels, The Temporary Clerk Mrs C Mason, The Town Council's Administration Assistant Mrs L Mercik, 1 member of the press, 1 member of the public.

The Chairman welcomed the new Administration Assistant Mrs Linda Mercik to the Meeting

1. APOLOGIES FOR ABSENCE

Cllr. S Edwards, Cllr. Mrs S Jureko and Cllr. R Silvester.

2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS (PCC of C 2001/LGA 2000)

Cllr. P Baldwin declared an interest in Item 10. 10.1 F/2004/088/FUL – Erection of two detached houses (demolition of existing bungalow) and duly signed the Members Book of Interests, Cllr P MacLoughlin declared an interest in Item 18 – Brandon Remembrance Playing Fields and duly signed the Members Book of Interests.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Brandon Town Council Full Meeting on Monday 18th October 2004 (Public Items) (LGA 1972 Sch.12)

Item 6 Resolution no. 106 should read 6 for 3 against 0 abstentions

Item 21 Request for Post Box at the junction of Downham Way and Beechfields, Brandon, should read ...and The Paddocks, Brandon

Resolution No. **BTC/147/08/Nov/04**

Proposed by Cllr. E Milner and seconded by Cllr A Saxby

CARRIED : 8 for 0 against 1 abstention

THAT THE MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF THE 18TH OCTOBER 2004 BE ACCEPTED AS AMENDED AND SIGNED AS A TRUE RECORD

4. MATTERS ARISING

From the Brandon Town Council Full Meeting of Monday 18th October 2004.

Cllr. Mrs Milner enquired whether the Brandon Remembrance Playing Field Committee is now sending a copy of their minutes to the Town Council office.

5. PUBLIC FORUM

Resolution No. **BTC/148/08/Nov/04**

Proposed by the Chairman Ms J S Bourton and seconded by Cllr. A Saxby.

CARRIED : Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS

A member of the public asked whether Brandon Town Council is considering purchasing a new Chain of Office for the Chairman.
No decision was made.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Squadron Leader Jo Daniels commenced her report with an update of issues raised at the last Town Council meeting:

Fencing – Although the fencing problem has been identified there are no funds presently available to carry out the necessary work.

Vehicle driving – Wing Safety staff are to carry out a more comprehensive briefing on driving skills for new personnel

Noise Abatement issues– A map showing RAF Lakenheath flight paths in the area was shown to the Town Council. Assurance was given that flying levels and aircraft noise are consistently monitored. Problems are identified and appropriate remedial steps taken.

Questions to Squadron Leader Jo Daniels:

Concerns were once again raised at the number of cars still parking alongside the base and not using the designated parking area.

7. TO RECEIVE A REPORT FROM THE POLICE

Key topics covered in PC Grant's report:

Crime figures in Brandon are down from last year. Suffolk being regarded as a safe County. Two Special Constables from the area have recently received an award for their achievements.

CCTV – all cameras are operative. FHDC are looking to upgrade the system in the near future.

Questions to PC Grant :

Has FHDC any plans to increase the number of CCTV cameras in Brandon.

8. TO RECEIVE REPORTS (if any) from Councillors and / or District Councillors – none

Resolution Record No. **BTC/149/08/Nov/04**

Proposed by the Chairman Cllr Ms J Bourton and seconded by Cllr. S Newbon

CARRIED : Unanimous

THAT THE MEETING OF THE COUNCIL RECONVENES

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

Cllr J A Ahern asked a question of Cllr P MacLoughlin: “Would Cllr MacLoughlin please explain why he has been making the accusation, in public, that I have been driving whilst disqualified?” Cllr MacLoughlin replied: “I have not told anyone, but I did go to the police and report what I saw. A couple of days later I saw Cllr Vant driving your car.”

a) The Working Group meeting in respect of the DDA Compliance for the Old School House to be held on Monday 15th November at 7pm. Apologies were given by Cllr. Mrs C Silvester, Cllr. R Silvester, Cllr. S Newbon, Cllr. Mrs E Milner, Cllr. P MacLoughlin.

b) Remembrance Sunday – to be held at the Brandon Remembrance Playing Field at 2.30pm. All Councillors are invited to attend. A minute's silence will take place on the Market Hill on Thursday at 11am.

10. PLANNING APPLICATIONS: Notifications circulated : plans at Meeting

Cllr. P Baldwin declared an interest in Item F/2004/088/FUL, Knapinn, London Road,

Brandon and left the Meeting

10.1 Resolution Record No. BTC/150/08/Nov/04

Proposed by Cllr S Newbon and seconded by Cllr. A Saxby

CARRIED : 9 for 0 against 1 abstention

THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTION TO PLANNING APPLICATION F/2004/088/FUL, KNAPPINN LONDON ROAD, BRANDON

10.1 Resolution Record No. BTC/151/05/Nov/04

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs E Milner .

CARRIED : Unanimous.

THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTION TO PLANNING APPLICATION F/2004/0897/FUL, 29 EDMUND ROAD, BRANDON.

10.1 Resolution Record No. BTC/152/08/Nov/04

Proposed by Cllr. A Saxby and seconded by Cllr. P Ridgewell.

CARRIED : 4 for, 4 against, 2 abstentions. The Chairman voted in favour of the motion

THAT BRANDON TOWN COUNCIL OBJECTS TO PLANNING APPLICATION F/2004/0935/CAT, REMOVAL OF 2 ASH AND 1 CHESTNUT, REAR GARDEN OF OAK HOUSE, HIGH STREET, BRANDON

10.2 Planning Applications GRANTED

F/2004/0811/TPO : 1 Lingheath Road, Brandon. Lifting Canopy to 7 metres to two Beech.

F/2004/0669/FUL : Brandon Hall, Crown Street, Brandon. Removal of inserted partition and ceiling to open up room to its original form.

10.2.2 Planning Applications REFUSED

F/2004/0775/OUT : 1 The Drove, Brandon. Outline application: Erection of a single storey dwelling.

10.2.3 Planning Applications WITHDRAWN

F/2004/0788/COU : Change of use.

10.3 TREE PRESERVATIONS ORDERS / TREE REDUCTION AND REMOVAL

None to date

10.4 STREET NAMING AND NUMBERING

None to date

10.5 DELEGATION PLANNING MEETING and case Officer Recommendations

None to date

10.6 NOTICES OF PLANNING APPEALS

F/2004/0460/FUL : 157 London Road, Brandon. Erection of two storey rear extension

F/2004/0535/OUT : 185-191 Thetford Road, Brandon. Outline application: erection of two dwellings

10.7 AGENDA / MINUTES FROM FHDC SINCE 18th October 2004

None to date

11. ACCOUNTS

To receive and approve October 2004 payments

11.1 Public Items – discussion permitted

Resolution Record No. **BTC/153/08/Nov/04**

Proposed by Cllr.Mrs E Milner and seconded by Cllr.S Newbon

CARRIED : 9 for 2 against 0 abstentions

THAT THE PAYMENTS ON THE LIST SUBMITTED FOR OCTOBER 2004 (PUBLIC ITEMS) AND PRODUCED HEREUNDER ARE APPROVED

Date	Amount	Supplier	Net Total	VAT
Oct-04	106.28	Arco	90.45	15.83
Oct-04	212.68	Gasforce	181.00	31.68
Oct-04	6.82	Border Building Supplies	5.80	1.02
Oct-04	54.92	Border Building Supplies	46.74	8.18
Oct-04	2,539.47	S P Landscapes	2,161.25	378.22
Oct-04		Cancelled		
Oct-04	49.52	Tindalls	42.15	7.37
Oct-04	6.00	J & D Green	6.00	
Oct-04		Cancelled		
Oct-04	42.55	Cannon	36.21	6.34
Oct-04	77.20	Finevale Service Station	68.68	8.52
TOTALS	3,778.04		3,240.67	537.37
Oct-04	33.50	British Gas	27.64	5.86
Oct-04	98.75	Anglian Water	98.74	
Oct-04	538.54	A M Government Services Ltd	458.33	80.21
Oct-04	quarterly	Powergen - 20/2 OSH Box	quarterly	quarterly
Oct-04	quarterly	Powergen -no 27 Street Lights	quarterly	quarterly
Oct-04	quarterly	Powergen -no 49 OSH	quarterly	quarterly
Oct-04	51.65	Powergen -no 51 Cemetery	49.19	2.46
Oct-04	160.00	Unicom tel/fax/internet	150.00	10.52
Oct-04	22.00	FHDC garage rent	18.15	3.85
Oct-04	24.00	FHDC Rates Cem	24.00	
Oct-04	223.00	FHDC Rates OSH	223.00	
TOTALS	1,151.44		1,049.05	102.09

11.2 Confidential Items (Staff Salaries/Loc Gov. Pension)

Resolution Record No. **BTC/154/08/Nov/04**

Proposed by Cllr. Mrs E Milner and seconded by the Chairman Cllr. Ms J Bourton.

CARRIED : Unanimous

THAT PAYMENT ON THE LIST SUBMITTED FOR SEPTEMBER 2004 (CONFIDENTIAL ITEMS – STAFF SALARIES) AS CIRCULATED TO COUNCILLORS IS APPROVED.

12. TO BE ADVISED OF EXISTING CEMETRY WORKS

No report was available. A structural engineer has yet to be consulted regarding the disrepair of the cemetery wall.

13. JUSTICES LICENCE APPLICATIONS

13.1 Santon Downham Village Hall

13.2 C.R.S. Ltd

13.3 Great Eastern Hotel

Resolution Record No. **BTC/155/08/Nov/04**

Proposed by Cllr. Mrs Milner and seconded by Cllr. Mrs Silvester.

CARRIED : 10 for 0 against 1 abstention

THAT BRANDON TOWN COUNCIL HAS NO OBJECTIONS TO THE CURRENT JUSTICES LICENCE TRANSFER APPLICATIONS APPERTAINING TO THE PREMISES KNOWN AS SANTON DOWNHAM VILLAGE HALL, C.R.S. LTD AND THE GREAT EASTERN HOTEL

14. ALLOTMENT GARDENS

At present no suitable land has become available

15. BRANDON TOWN COUNCIL CHRISTMAS LIGHTS AND SWITCHING ON CEREMONY - UPDATE

The Chairman Cllr. Ms J S Bourton advised the Town Council all matters relating to the Christmas Lights switching on ceremony were in hand. An acceptance to attend the event has been received from Lord & Lady Iveagh. Cllr. Mrs Milner agreed to contact Head Teachers of the local Primary Schools and Breckland Middle School.

16. REPORTS FROM WEST AND EAST WARD LIGHTING COMMITTEES REFERENCE REQUESTS FOR ADDITIONAL STREET LIGHTING

As neither Ward has been able to reassess the need for additional street lighting this item was deferred until the next Town Council Meeting

17. TO DISCUSS A REVIEW OF THE MARKET HILL AND TOWN CENTRE AREAS

Resolution Record No. **BTC/156/08/Nov/04**

Proposed by Cllr. A Saxby and seconded by the Chairman Cllr. Ms J S Bourton

CARRIED : 8 for 0 against 3 abstentions

THAT BRANDON TOWN COUNCIL SET UP A WORKING PARTY CONSISTING OF ALL MEMBERS OF THE COUNCIL TO DISCUSS A REVIEW OF THE MARKET HILL AND TOWN CENTRE

18. BRANDON REMEMBRANCE PLAYING FIELDS

18.1 Request for Funding

A letter, together with invoices totalling £7,800 has been received from the Brandon Remembrance Playing Fields Committee requesting that the agreed funding balance of £10,000 be paid.

Resolution Record No. **BTC/157/08/Nov/04**

Proposed by Cllr. A Saxby and seconded by Cllr. N Vant

CARRIED : 8 for 1 against 1 abstention

THAT BRANDON TOWN COUNCIL WILL PAY THE SUM OF THE TWO SUBMITTED INVOICES ONLY ON RECEIPT OF MINUTES FROM THE MANAGEMENT MEETINGS

19. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/158/08/Nov/04**

Proposed by the Chairman Ms J S Bourton and seconded by Cllr. Mrs E Milner

CARRIED : Unanimous

THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW FOR THE FOLLOWING REASONS : CONFIDENTIAL MINUTES; STAFFING ISSUES; QUOTATIONS. (Section 100(A)(4) LGA 1972)

Resolution Record No. **BTC/159/08/Nov/04**

Proposed by the Chairman Cllr. Ms J S Bourton and seconded by Cllr. A Saxby

CARRIED : Unanimous

THAT THIS MEETING ADJOURNS FOR A SHORT BREAK

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

20. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 18th October 2004

CARRIED : Unanimous

THAT THE DECISION MADE IN RESOLUTION RECORD NO. BTC/124/06/SEPT/04 WILL STAND

Resolution Record No. **BTC/160/08/Nov/04**

CARRIED : 8 for 0 against 2 abstentions

THAT THE CONFIDENTIAL MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF THE 18TH OCTOBER 2004 BE ACCEPTED AS AMENDED AND SIGNED AS A TRUE RECORD

21. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

None

22. EMPLOYMENT MATTER – TOWN KEEPER

Resolution Record No. **BTC/161/08/Nov/04**

CARRIED : Unanimous

THAT A MEETING BE ARRANGED BETWEEN THE CHAIRMAN /VICE CHAIRMAN AND TOWN KEEPER MR KEVIN BRISTON TO DISCUSS THE ISSUES RELATNG TO A HAND WRITTEN LETTER AND THE PURCHASE OF PAVING SLABS.

23. BRANDON TOWN COUNCIL STREET LIGHTING CONTRACT RENEWAL WITH EON ENERGY

Resolution Record No. **BTC/162/08/Nov/04**

CARRIED : Unanimous

THAT BRANDON TOWN COUNCIL SEEK QUOTATIONS FROM ALTERNATIVE SUPPLIERS FOR THE ANNUAL RENEWAL OF THE STREET LIGHTING CONTRACT.

24. THE ORCHARD, COULSON LANE, BRANDON - UPDATE

24.1 Usage

Resolution Record No. **BTC/163/08/Nov/04**

CARRIED : 6 for 4 against 1 abstention

THAT A COURTEOUS LETTER BE SENT TO THE LAND OWNER SEEKING PERMISSION TO USE THE REQUIRED AREA OF LAND

24.2 Stone Boundary Wall

25. OLD SCHOOL HOUSE – DDA COMPLIANCY AND STRUCTURAL ALTERATIONS – NOTIFICATION WORKING GROUP MEETING

Meeting arranged for Monday 15th November 2004

26. TO DISCUSS ACQUISITION OF LAND : NEW CEMETRY PURCHASE NOTIFICATION OF WORKING GROUP MEETING

To be included in the meeting arranged for Monday 15th November 2004 Item 25

Resolution Record No. **BTC/164/08/Nov/04**

CARRIED : 9 for 1 against

THAT A VOTE OF THANKS BE GIVEN TO THE CHAIRMAN MS J S BOURTON FOR THE ADDITIONAL WORK SHE HAS CARRIED OUT DURING THE CLERK'S ABSENCE

The Meeting terminated at 9.30pm