

## **BRANDON TOWN COUNCIL**

Minutes of the Full Brandon Town Council Meeting  
Held on Monday 3 June 2013

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

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

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

The meeting commenced at 7.00pm.

### **1. APOLOGIES**

All present.

**2. DECLARATIONS OF INTEREST** and additions to Members Register of Interests.  
None.

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

Of the Brandon Town Council Annual General Meeting of Monday 13 May 2013.

Amendment to minutes: The resolution passed under urgent business 'To invite Royal Mail to a future town council meeting to explain the reasoning behind the possible closure of the Ipswich Mail Centre', is included in the minutes.

Resolution Record No. **BTC/10/03/June/13**

Proposed by Cllr. T Simmons and seconded by Cllr. Mrs L Challiss.

**CARRIED:** Unanimous.

THAT THE AMENDED MINUTES OF THE BRANDON TOWN COUNCIL ANNUAL GENERAL MEETING OF MONDAY 13 MAY 2013 BE ACCEPTED AS A TRUE RECORD.

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

Of the Brandon Town Council Annual General Meeting of Monday 13 May 2013.

There were two matters arising from the minutes a) whether the Heritage Centre had returned the business rates relief form to Forest Heath District Council (SE to check) and b) Superfast broadband will be available from early part of 2014.

**5. PUBLIC FORUM** – Monthly event limited to 3 minutes duration maximum per resident relating to public agenda items.

Resolution Record No. **BTC/11/03/June/13**

Proposed by Cllr. I Horner and seconded by Cllr. G Hughes.

**CARRIED:** Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Items raised included dog fouling, anti-social behaviour and an overgrown hedge in the closed cemetery; a request from the Allotment Association for financial assistance towards planning permission for additional fencing; confirmation that the town council were not pursuing the option of running Brandon Country Park; the state of disrepair of the Church Institute wall (BB to check); overgrown sections of the Riverside Walk; the poor condition of The Lode.

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

No police report available.

Squadron Leader J Neilds had nothing new to report. Questions raised included night flying; RAF Lakenheath open days; council tax exemption for USAF personnel.

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

Cllr. B Bishop's report included the move to The Flowerpot for the Fledglings play group; a new play area for Yew Drive; the proposed A11 temporary bypass to accommodate traffic whilst the bridge is being constructed; the completion of the white lines in the High Street; Intelligent Street Lighting; Network Rail meeting to discuss the problems of the level crossing barriers; the newly formed 'Suffolk Circle'.

Comments from members: the increased traffic through Brandon since the 40mph speed restriction on the A11; the Bury Road report put together by Cllr. I Horner and sent to Suffolk County Council (RS to investigate).

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

## 9. ACCOUNTS

9.1 To approve May 2013 accounts.

Resolution Record No. **BTC/12/03/June/13**

Proposed by Cllr. T Simmons and seconded by Cllr. K Butcher.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE MAY 2013 ACCOUNTS FOR PAYMENT.

Date	Amount	Supplier	Net Total	VAT
May-13	253.92	Archant Regional	211.60	42.32
May-13	5.52	Fengate Fasteners Limited	4.60	0.92
May-13	48.00	Graham Smith & Sons	40.00	8.00
May-13	50.65	Finevale Service Station	42.21	8.44
May-13	26.00	Brandon Life Limited	26.00	
May-13	631.38	Brialtas Business Solutions Ltd	526.15	105.23
May-13	268.32	Recroot	223.60	44.72
May-13	30.00	Suffolk Association of Local Councils	25.00	5.00
May-13	191.84	Arco Limited	159.87	31.97
<b>TOTAL:</b>	<b>1,505.63</b>		<b>1,099.16</b>	<b>246.60</b>

9.2 To approve the financial statement for the year ending 2012/13.

Resolution Record No. **BTC/13/03/June/13**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE FINANCIAL STATEMENT FOR THE YEAR ENDING 2012/13.

## **10. ANNUAL RETURN**

To approve the Annual Return for the financial year 2012/13.

Resolution Record No. **BTC/14/03/June/13**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE ANNUAL RETURN FOR THE FINANCIAL YEAR 2012/13.

## **11. GRASSED AREAS ADOPTED BY SCC, THE ORCHARD, BRANDON**

To consider an email received from Guy Smith, Assistant Highways Manager.

It was agreed no further action be taken on this matter. Highways to be informed.

## **12. NINE STILES WALK**

It was agreed to incorporate a BBQ in The Orchard after this year's Nine Stiles Walk. Date deferred until the July town council meeting.

## **13. RESOLUTION** from Cllr. P Ridgwell No. 146.

'That Brandon Town Council writes to Highways requesting hatching is instigated at the entrance to the Aldi car park'

Cllr. M Skinner declared an interest in this agenda item. The Members Book of Interest was duly signed.

Amendment: Proposed by Cllr. T Simmons and seconded by Cllr. N Vant.

Resolution Record No. **BTC/15/03/June/13**

**AMENDMENT CARRIED:** 10 for 2 abstentions.

THAT BRANDON TOWN COUNCIL WRITES TO SUFFOLK COUNTY COUNCIL REQUESTING A KEEP CLEAR SIGN IS PAINTED ON THE ROAD AT THE JUNCTION TO THE ALDI CAR PARK ENTRANCE.

## **14. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

Resolution Record No. **BTC/16/03/June/13**

Proposed by Cllr. K Butcher 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: CONTRACT.*

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

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

Of the Brandon Town Council Annual General Meeting of Monday 13 May 2013.

Resolution Record No. **BTC/17/03/June/13**

**CARRIED:** Unanimous.

THAT THE CONFIDENTIAL MINUTES OF THE BRANDON TOWN MEETING ANNUAL GENERAL MEETING OF MONDAY 13 JUNE 2013 BE ACCEPTED AS A TRUE RECORD.

**16. MATTERS ARISING** from the confidential minutes of the Brandon Town Council Annual General Meeting of Monday 13 May 2013.  
There were no matters to consider.

**17. CEMETERY MATTER**

17.2 Resolution Record No. BTC/18/03/June/13

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO ACCEPT THE QUOTATION FROM OXFORD ARCHAEOLOGY EAST FOR AN ARCHAEOLOGICAL EVALUATION AT MANOR ROAD, BRANDON.

**18. STAFFING MATTER**

Confidential

With no further business to discuss the meeting closed at 8.40pm.