

## BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting  
held on Monday 2nd July 2018 in the Council Chamber, Old School House,  
Market Hill, Brandon at 7.00 pm

**Present:** Cllr B Brabbs, Cllr P Callaghan, Cllr P Etherington, Cllr I Horner,  
Cllr T Kent, Cllr V Lukaniuk, Cllr D Palmer, Cllr R Silvester,  
Cllr T Simmons, Cllr P Ridgwell, Cllr E Stewart, Cllr N Vant

**Also Present:** 13+ members of the public

1. **APOLOGIES FOR ABSENCE** and approval of reasons tendered Cllr S Smith, Cllr P MacLoughlin
2. **DECLARATION OF INTEREST** and additions to Members Register of Interest  
Cllr B Brabbs – Pecuniary (Re-imbusement) – Item 11. It was agreed that he be allowed to remain present but take no part

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

- Of the Brandon Town Council Meeting of Monday 4th June 2018

**Proposer:** Cllr I Horner

**Seconder:** Cllr E Stewart

Resolution Record No: **BTC/160/2/Jul/18**

**CARRIED:** By majority vote 10 For, 2 Members were not present at the meeting

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL  
MEETING OF MONDAY 4TH JUNE 2018 BE APPROVED

The Minutes of Brandon Town Council Extraordinary General Meeting of Wednesday 13th June 2018 were moved into Confidential

4. **MATTERS ARISING** for information exchange only of the Full Council Meeting of 4th June
  - No reply had been received from Network Rail. Cllr Ridgwell said he shall contact Norwich Station.
  - The Town Clerk is to contact BNP Paribas regarding the line on the photocopies
  - Clearance of the 9 Stiles Walk footpath will be required for the Annual Walk. It is arranged for Sunday 5th August, and the meeting point is at the Orchard.
5. **TO RECEIVE A REPORT FROM RAF LAKENHEATH**  
Sqd Leader Neilds reported that this has been the longest use of 06 runway, and apologised for associated noise. He also said that the A1065 is to be closed between the 28th and 31st August.

Signed.....

**6. PUBLIC FORUM** Monthly event limited to 3 minutes duration maximum per resident.

- Mrs Meadows spoke about horse-waste on footpath 13 and it's impact on disabled users, and also inquired about whether Victoria Avenue is to become dual-usage for cyclists and pedestrians, and whether the Bikers Bash events are bringing more traders, and commented that there is a lack of a proper market
- Mr Bishop said that he does not think the 9 Stiles Walk should cease, and asked if it was possible to get some young people to take it on, and asked what number of Councillors are planning to attend. Mr Bishop commented about traffic concerns, the new district council and the reduction in the number of District Councillors for Brandon, road markings, air quality, road surfaces, traffic systems and the disused cycle way.
- Cllr Simmons said that white lines on many roads are now non-existent. Cllr Palmer said that he did not have a date for re-lining.
- Cllr Silvester asked for traffic survey details
- Cllr Vant spoke of his concerns about road surfaces and costs
- Cllr Stewart said that the cycle lane on George Street has effectively disappeared
- Mr Whittam asked about public access to 9 Stiles Walk, gave congratulations for the successes of the Bikers Bash and the Poppy Painting event, and spoke of interest in a public protest of the dismantling of the Signal Box
- Mrs Barnes said she will speak to the Heritage Centre about organising the 9 Stiles Walk

**7. TO RECEIVE WRITTEN REPORTS** from County and District Councillors,  
Community Groups Representatives

Cllr Lukaniuk reported:

- Some East Ward issues are being dealt with by West Ward Councillors
- There are towpath improvements at The Ram Meadow
- Mr Holland is concerned about street lamp number 244 on Heath Road
- There is a FHDC assessment of HGV movements in Brandon
- About the painting of the arches in Victoria Avenue
- That complaints about grass-cutting in the East Ward were attended to by Councillors of West Ward. This was countered by Cllrs Silvester and Simmons.

Cllr Etherington provided a report regarding the progress of the WWI Commemorations.

Arrangements were progressing well, a draft programme had been prepared, the poppies for the Cemetery gates were painted. Darren Norton's book had been published and was free to all from the Heritage Centre.

**8. TO RECEIVE WRITTEN REPORTS** from the Town Clerk and the Chairman's Itinerary.

The Town Clerk reported that: the main issue with residents has been grass-cutting/maintenance – which has been taken up by District Councillors; the Annual Audit has been completed; works to purchase the New Cemetery are continuing; the Bikers Bash continues to be well-received.

The Chairman attended the Texan BBQ courtesy of Colonel Armhein – 100th Air Refuelling Wing at Mildenhall

Signed.....

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**9. CORRESPONDENCE** was received from:

- Suffolk Constabulary regarding PCSO funding
- Letter from the Monitoring Officer was deferred owing to Cllr Smith's absence

**10. URGENT BUSINESS** any items the Chairman considers a matter of urgent business - None

**11. ACCOUNTS** To approve the payments for June 2018

**Proposer:** Cllr I Horner

**Seconder:** Cllr T Kent

Resolution Record No: **BTC/161/2/Jul/18**

**CARRIED:** By majority vote - 11 For, 1 Abstention

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE PAYMENTS FOR JUNE 2018.

Date	Total £	Supplier	Chq No	Nett £	VAT £
11.06.18	123.00	C Whitaker - Consultancy	201045	123.00	0
11.06.18	5.40	Fengate Fasteners - Yard	201046	4.50	0.90
11.06.18	10.20	Bearing Supplies - Yard	201047	8.50	1.70
11.06.18	55.98	Reimbursement - Cllr Brabbs	201048	46.65	9.33
14.06.18	50.00	J & D Green – Bus Shelters	201049	50.00	0
14.06.18	214.81	Finevale Serv. Stn – Fuel	201050	179.01	35.80
14.06.18	467.40	WPS – Truck Insurance	201051	467.40	0
14.06.18	624.00	G H Bullard – New Cemetery	201052	520.00	104.00
14.06.18	17.96	Reimbursement – G Cock	201053	14.96	3.00
14.06.18	384.72	P & R Garden Supplies – Hanging Baskets – Market Hill	201054	320.61	64.11
11.06.18	=====	Void	201055	=====	=====
14.06.18	4029.72	Evolution Planning – New Cemetery	201056	3358.10	671.62
22.06.18	17.00	NALC - Subs	201057	17.00	0
22.06.18	75.00	BRPF Assoc. Allotments	201058	75.00	0
22.06.18	136.58	Stannah Lifts - Servicing	201059	113.82	22.76
22.06.18	260.00	Culford Waste - Yard	201060	216.67	43.33
22.06.18	28.79	Fengate Fasteners – Yard Security	201061	23.99	4.80
22.06.18	82.80	Aztec – Yard repairs	201062	69.00	13.80
22.06.18	12.14	EU – Yard Consumables	201063	10.12	2.02

Date	Total £	Supplier	Chq No	Nett £	VAT £
11.06.18	50.12	EON - OSH	DD	47.73	2.39
11.06.18	10.50	EON – Pillar No 8	DD	10.00	0.50
11.06.18	10.38	EON – Pillar No 9	DD	9.89	0.49
11.06.18	8.44	EON – X mas Tree Lights	DD	8.04	0.40
11.06.18	23.28	EON - Yard	DD	22.17	1.11
14.06.18	95.27	British Gas	DD	90.74	4.53

Signed.....

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**12. TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR JUNE**

The Income and Expenditure Statement against Budget for June was duly received.

**13. RESOLUTION from Cllr P Etherington No. 287**

Brandon Town Council resolves to amend item 19 of the Full Council Meeting Minutes of 5 February 2018 to read BRANDON TOWN COUNCIL RESOLVES TO APPROVE 2018/19 PRECEPT FIGURE OF £266,664

**Seconder:** Cllr I Horner

Resolution Record No: **BTC/162/2/Jul/18**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO AMEND ITEM 19 OF THE FULL COUNCIL MEETING MINUTES OF 5 FEBRUARY 2018 TO READ BRANDON TOWN COUNCIL RESOLVES TO APPROVE 2018/19 PRECEPT FIGURE OF £266,664

**14 RESOLUTION from Cllr P Etherington No. 288**

Brandon Town Council resolves to hold the Annual Town Meeting and the Annual General Meeting on separate dates.

Cllr T Simmons departed at 1950

**Seconder:** Cllr E Stewart

Resolution Record No: **BTC/163/2/Jul/18**

**CARRIED:** By majority vote - 10 For, 1 Against (Cllr Ridgwell)

BRANDON TOWN COUNCIL RESOLVES TO HOLD THE ANNUAL TOWN MEETING AND THE ANNUAL GENERAL MEETING ON SEPARATE DATES

**15 RESOLUTION from Cllr P Etherington No. 289**

Brandon Town Council resolves to approve the amended Staffing and Finance Committees' Terms of Reference to include months in which meetings are to be held.

Finance Committee: July, November, January and May

Staffing Committee: June, September, December and March

Actual dates to be agreed by Committees and published.

**Seconder:** Cllr E Stewart

Resolution Record No: **BTC/164/2/Jul/18**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE AMENDED STAFFING AND FINANCE COMMITTEES' TERMS OF REFERENCE TO INCLUDE MONTHS IN WHICH MEETINGS ARE TO BE HELD.

FINANCE COMMITTEE: JULY, NOVEMBER, JANUARY AND MAY

STAFFING COMMITTEE: JUNE, SEPTEMBER, DECEMBER AND MARCH

ACTUAL DATES TO BE AGREED BY COMMITTEES AND PUBLISHED.

Signed.....

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**16 RESOLUTION from Cllr P Etherington No 290**

This item was moved into Confidential

**17 RESOLUTION from Cllr P Etherington No 291**

Brandon Town Council resolves to accept the quotation from Simpson's Nursery for a cherry tree to be bought and planted in commemoration of Cllr G Hughes

**RESOLUTION WITHDRAWN**

**18 RESOLUTION from Cllr P Callaghan No. 292**

Brandon Town Council resolves to appoint a working party of councillors and residents to investigate the feasibility of a Brandon Festival for 2019 and to report to the Council in September

**Seconder:** Cllr E Stewart

Resolution Record No: **BTC/165/2/Jul/18**

**CARRIED:** By majority vote:6 for, 2 against, 3 abstentions

BRANDON TOWN COUNCIL RESOLVES TO APPOINT A WORKING PARTY OF COUNCILLORS AND RESIDENTS TO INVESTIGATE THE FEASIBILITY OF A BRANDON FESTIVAL FOR 2019 AND TO REPORT TO THE COUNCIL IN SEPTEMBER

**19 RESOLUTION from Cllr I Horner No. 293**

This item was moved to Confidential

**20 RESOLUTION from Cllr V Lukaniuk No. 294**

Brandon Town Council resolves to put in place a Portland stone plaque on the War Memorial to commemorate 100 years since Armistice Day

To read:

BRANDON REMEMBERED  
1918 - 2018

At a cost to not exceed £350 fitted.

Proposed amendment to the resolution from Cllr T Kent

To obtain further advice from FHDC Pre-Application Planning and the Commonwealth War Graves Commission regarding suitable works

**Seconder:** Cllr I Horner

Resolution Record No: **BTC/166/2/Jul/18**

**CARRIED:** By majority vote:8 For, 3 Against

Cllr P Callaghan called for a named vote.

**For:** Cllrs Brabbs, Lukaniuk, Ridgwell, Kent, Palmer, Vant, Horner, Etherington

**Against:** Cllrs Silvester, Callaghan, Stewart

Signed.....

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BRANDON TOWN COUNCIL RESOLVES TO OBTAIN ADVICE FROM FHDC PRE-APPLICATION PLANNING AND THE COMMONWEALTH WAR GRAVES COMMISSION TO PUT IN PLACE A PORTLAND STONE PLAQUE ON THE WAR MEMORIAL TO COMMEMORATE 100 YEARS SINCE ARMISTICE DAY, TO READ “BRANDON REMEMBERED 1918-2018” AT A COST NOT TO EXCEED £350 FITTED

**21 TO RECEIVE A REPORT ON RECYCLING from Cllr D Palmer**

Cllr Palmer reported that:

- Norfolk County Council are treating some domestic waste - such as DIY materials - as industrial waste, and are charging to attend to this. Suffolk County Council do not have plans to alter their charges.
- Brown bins have a 40% uptake rate in total. There is to be a further report about these in the next Full Council Meeting
- Cllr Palmer tried to encourage residents to pick up waste/litter from in front of, and around their houses.

**22 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 I Horner

**Seconder:** Cllr B Brabbs

Resolution Record No: **BTC/167/2/Jul/18**

**CARRIED:** Unanimous

The meeting closed at 9:07 pm

Signed.....