

Brandon Town Council
Full Council Meeting
Monday 14th December 2020

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held virtually using Microsoft Teams on Monday 14th December 2020 at 7.00pm

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

Also Present: 5+ members of the public.

- 1 **APOLOGIES** for absence and approval of reasons tendered.
Cllr P Ridgwell absent.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.
Cllr Sam Skinner – Pecuniary interest in item 12. Cllr June Hughes – Non-pecuniary interest in item 14.
- 3 **TO RECEIVE A REPORT FROM SQN LDR TURNBULL - RAF LAKENHEATH**
Sqd Leader Turnbull was unable to attend.
- 4 **TO RECEIVE AND CONFIRM MINUTES**
- Of the Brandon Town Council Meeting of Monday 9th November 2020.
Proposer: Cllr V Lukaniuk
Seconder: Cllr S Skinner
Resolution Record No: **BTC/39/14/Dec/20**
CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 9TH NOVEMBER 2020 BE APPROVED.

5 **CO-OPTION TO BRANDON TOWN COUNCIL**

To receive applications for co-option to Brandon Town Council.

Two applications were received. The candidates presented themselves to Council. Following legal advice received previously from NALC it was accepted that we are obliged to accept candidates providing the number of candidates do not exceed the number of vacancies. The declaration of Acceptance of Office was duly signed and displayed by the new Councillors. Register of Interests will be returned in due course to the office. The new members to the Council are Cllr Susan Annear and Cllr Jane Lloyd-Blackwell.

Signed.....

6 MATTERS ARISING for information exchange only of the Full Council Meeting of 9th November 2020.

A general discussion ensued. Cllr Etherington started to read a statement relating to the previous meeting of the full Council. The Chair ruled that the statement did not relate to the matters arising and denied the Councillor the opportunity to read the statement. A general discussion of the Councillors ensued.

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

Cllr Vant raised the issue of the length of the previous minutes. The Clerk stated the position and assured Council that the minutes would revert to the previous format.

8 TO RECEIVE REPORTS from County, District and Town Councillors and Community Groups Representatives.

Cllr Lukaniuk advised Council that the Coulson Lane cycle path was progressing with proportion of the costs coming from S106 money and a proportion from his development fund. Cllr Lukaniuk from his perspective as District Councillor relayed the numbers of parking tickets issued in Brandon compared with other areas of Suffolk.

Cllr Palmer informed Council that the work will be commencing at Brandon Lock starting the first week of January for approximately fourteen weeks. During this time, the footpath will be closed. Cllr Brabbs requested confirmation whether it be the lock or the sluice. Cllr Palmer replied that it would be the sluice.

Cllr Wittam reported on the recent meeting regarding the Suffolk plan which had concluded that Brandon required some thirty houses to be built over the next ten years.

9 TO RECEIVE WRITTEN REPORT from the Town Clerk.

Report was received.

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

Proposer: Cllr P Etherington

Seconder: Cllr N Vant

Resolution Record No: **BTC/40/14/Dec/20**

CARRIED: Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM

A resident reported that there have been no recent planning applications in Weeting and that the general impression was that the continued efforts regarding Brandon market were working well. They also reported that Weeting would like to work together to develop the Station. Another resident posed the question as to why reports on planning applications had not been brought to the full Council meeting. Cllr Lukaniuk assured the resident that applications will be reported at Council meetings in future. The resident then queried how much is being spent on the new cycle path. Cllr Lukaniuk replied that the cost is confidential. Lastly the resident commented that the cost being spent on the Leisure Centre to convert it to a part commercial use was too much. Cllr Wittam added that all discussions regarding the development were held in private. Cllr Vant commented he had no

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knowledge of the proposed cycle path scheme. Cllr Lukaniuk added that the land is owned by the church. A member of the public requested a copy of the statement that Cllr Etherington had wished to read, be sent to him. A further resident stated that the Leisure Centre is rapidly turning into a health centre and is being left to the people of Brandon, therefore how can it be sold. They further commented that the hall is being cut in half. They further raised the issue of the vacancy for a Brandon Town Council towns keeper. Another resident questioned Cllr Lukaniuk that the S106 money for the Coulson Lane cycle path was not listed on the most recent West Suffolk report. Cllr Lukaniuk replied that the money was generated some seven years and is a time limited spend generated from the development at Mount Pit Lane.

THE CHAIRMAN RECONVENED THE MEETING.

11 CORRESPONDENCE

- Ian Rush Foundation – Potential purchasing of local community football grounds – information received.

12 ACCOUNTS To approve the payments for November 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr S Corciulo

Resolution Record No: **BTC/41/14/Dec/20**

CARRIED: Unanimous

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
19/11/2020	96468	Cosy Carpets	Artificial Grass - Christmas	£112.43	£22.48	£134.91	BACS
25/11/2020		CMS		£45.00	£0.00	£45.00	BACS
05/11/2020	115383	Cranberry Comms.	Microsoft 365 Subscription	£144.42	£28.88	£173.30	Direct Debit
21/10/2020	M034 5Y	BT	Phone OSH	£33.77	£6.75	£40.52	Direct Debit
22/10/2020	M011 WR	BT	Phone OSH	£19.72	£3.94	£23.66	Direct Debit
05/11/2020	Q011 UL	BT	Phone OSH	£158.29	£31.65	£189.94	Direct Debit
27/10/2020	H19181900A	E.ON	Electric Cemetery Yard	£44.81	£2.24	£47.05	Direct Debit
29/10/2020	H191A68A0E	E.ON	Electric Pillar 9 Market Hill	£6.58	£0.33	£6.91	Direct Debit
29/10/2020	H191B9909B	E.ON	Electric Pillar 8 Market Hill	£6.81	£0.34	£7.15	Direct Debit
06/11/2020	H10ADB5AB	E.ON	Electric New Yard	£38.19	£1.91	£40.10	Direct Debit
11/11/2020	H10AEBD5C4	E.ON	Electric OSH	£86.20	£4.31	£90.51	Direct Debit
07/11/2020		Siemens	Photocopier	£472.00	£94.40	£566.40	Direct Debit
19/11/2020	745428	Everflow	Water OSH	£2.36	£0.00	£2.36	Direct Debit
28/11/2020	1127508	West Suffolk Council	Trade Waste	£71.92	£0.00	£71.92	Direct Debit
26/10/2020	417718627	Denmans	Christmas Lighting	£2,228.00	£445.60	£2,673.60	BACS
03/11/2020	939755803	Arco Ltd	PPE	£34.90	£6.98	£41.88	BACS
04/11/2020	106	Access Training Ltd	MEWP Training	£380.00	£76.00	£456.00	BACS
05/11/2020	50874	Chase Timber Products	Christmas Event	£70.93	£14.18	£85.11	BACS
09/11/2020	50906	Chase Timber Products	Christmas Event	£90.76	£18.15	£108.91	BACS
20/11/2020	51017	Chase Timber Products	Christmas Event	£27.70	£5.54	£33.24	BACS
06/11/2020	23529	Hyprosteps Ltd	Mounting for CWGC	£25.00	£5.00	£30.00	BACS
09/11/2020	268439	J & D Green	Cleaning Windows OSH	£16.50	£0.00	£16.50	BACS
10/11/2020	503265277	WPS Hallam Ins. Brokers	Insurance for Event	£16.83	£0.00	£16.83	BACS

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10/11/2020	3754 AGD063	Travis Perkins Ltd	Christmas Event	£9.40	£1.88	£11.28	BACS
11/11/2020	3754 AGD158	Travis Perkins Ltd	Bulk Bags	£34.10	£6.82	£40.92	BACS
20/11/2020	3754 AGD733	Travis Perkins Ltd	Christmas Event	£23.90	£4.78	£28.68	BACS
11/11/2020		Mrs A Barnes	Christmas Decorations	£17.50	£0.00	£17.50	BACS
17/11/2020	87954	Sky High Access Ltd	Safety Harness	£120.00	£24.00	£144.00	BACS
30/11/2020	87989	Sky High Access Ltd	MEWP Hire - Christmas	£340.00	£66.50	£406.50	BACS
17/11/2020	68	Weldtech Eng. & Fab.	Christmas Tree Stands	£600.00	£120.00	£720.00	BACS
18/11/2020	K15682	Ernest Doe & Sons Ltd	Wheelbarrow	£145.00	£29.00	£174.00	BACS
20/11/2020		Mr S Skinner	Christmas Trees & Trailer	£511.16	£24.23	£535.39	BACS
25/11/2020	2DCA283B-0004	Wittam Info. Tech. Ltd	Website Upkeep	£30.00	£0.00	£30.00	BACS
26/11/2020		Mr G Cock	Cleaning Products	£38.47	£6.10	£44.57	BACS
30/11/2020	6210282633	Lyreco UK Ltd	Cleaning Products & Paper	£45.78	£9.16	£54.94	BACS
30/11/2020	20200001081	Finevale Service Station	Fuel	£38.63	£7.73	£46.36	BACS
05/12/2020		HMRC	NICS	£1,405.40	£0.00	£1,405.40	BACS

13 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR OCTOBER 2020

The Income and Expenditure Statement against Budget for October was received.

14 GRANT APPLICATIONS discussion to consider S137 grants from Brandon and Santon Downham Neighbourhood Watch Association, Brandon in Bloom and Fledgelings Preschool. **Deferred until January, awaiting account details from the various organisations.**

15 REPORT from the Chair of the Planning Committee.

Cllr Lukaniuk outlined the areas which had been considered previously. He also made Councillors aware that he understood an offer had been received for the old cinema site. Cllr Vant noted that there had been no comment about the site access for the recent Rattlers Road planning application. Cllr Lukaniuk advised that West Suffolk are better qualified to make a decision on that subject. A general discussion ensued about the site exit. Cllr Skinner agreed with the view of Cllr Vant.

16 RESOLUTION from Cllr P Wittam No. 365

Brandon Town Council resolves to establish a working party for the development of the new Brandon cemetery. Cllr Lukaniuk proposed Cllr Skinner to Chair. Cllr Vant stated he was happy to join and the Chair would have to be decided at the first meeting. Cllr Etherington agreed to join, along with Cllr Hughes and Cllr Palmer.

Seconder: Cllr S Skinner

Resolution Record No: **BTC/42/14/Dec/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO ESTABLISH A WORKING PARTY FOR THE DEVELOPMENT OF THE NEW BRANDON CEMETERY.

Signed.....

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17 RESOLUTION from Cllr V Lukaniuk No. 366

Brandon Town Council wishes to bring together people from Norfolk and Suffolk in the hope of forming a committee to work with Piers Hart Chairman of the Suffolk Building Preservation Trust for the restoration and preservation of the station building.

Cllr Etherington advised Council that the decision hinged on a legal outcome regarding the aggregate plant.

18 RESOLUTION from Cllr B Brabbs No. 367

Brandon Town Council resolves to desist from the care and maintenance of Coulson Lane Number 1 footpath.

The Chair deferred this matter as he wanted to ensure that the path is cleaned and cleared by West Suffolk before any decision is made by Brandon Town Council.

19 RESOLUTION from Cllr S Skinner No. 368

Brandon Town Council resolves to take responsibility for the provision of the Christmas lighting in the High Street.

The Chair deferred this item as costs are required before a decision can be made.

20 RESOLUTION from Cllr S Skinner No. 369

Brandon Town Council resolves to pay the town keepers for hours worked over their contracted hours.

Item moved to confidential.

21 DISCUSSION regarding BTC supporting the construction of a 3G football Pitch at IES Breckland.

The Clerk informed Council that Cllr Lukaniuk and Cllr Palmer had pledged some limited money from their locality budgets for the initial studies. Cllr Vant questioned how many football pitches Brandon really needs. Cllr Etherington stated that she felt we should have a loyalty to Brandon Remembrance Playing Fields. Cllr Skinner stated he felt that Brandon Town Council may have too many commitments financially. Cllr Vant further stated he does not want to subsidise other people's hobbies.

22 REPORT on the progress of the website.

A general discussion regarding the website ensued with general agreement that the server be located off site. Mr N Wittam added that there would be no software support using the recommended host supplier. This would have to be sourced locally. A further report on progress to be made at the next meeting.

23 DISCUSSION regarding the hosting of the website.

The discussion above covered this item.

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24 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 Etherington

Resolution Record No: **BTC/43/14/Dec/20**

CARRIED: Unanimous

Signed.....

BRANDON TOWN COUNCIL

Confidential Minutes
of the Full Brandon Town Council Meeting
held virtually using Microsoft Teams on Monday 14th December 2020 at 7.00pm

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

25 TO RECEIVE AND CONFIRM CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 9th November 2020.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/44/14/Dec/20**

CARRIED: By majority vote: 12 for, 2 abstention

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 9TH NOVEMBER 2020 BE APPROVED.

26 QUOTES

26.1 To consider quotations for the provision of the notice board for Old School House.

A discussion ensued regarding the provision of the new notice board for Old School House.

Proposer: Cllr P Etherington

Seconder: Cllr J Hughes

Resolution Record No: **BTC/45/14/Dec/20**

CARRIED: By majority vote: 12 for, 2 abstentions

AGREED TO ACCEPT THE QUOTATION.

26.2 To consider quotations for the pollarding of 8 x lime trees.

A discussion ensued regarding the qualifications of the companies quoting.

Proposer: Cllr S Skinner

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/46/14/Dec/20**

CARRIED: By majority vote: 12 for, 2 abstentions

AGREED TO ACCEPT THE QUOTATION.

27 MATTERS ARISING – None.

Signed.....

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20 RESOLUTION from Cllr S Skinner No. 369

Brandon Town Council resolves to pay the town keepers for hours worked over their contracted hours.

Moved by general consent from general session to confidential.

Deferred.

The meeting closed at 10:25pm

Signed.....