

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 11th September 2023 at 7pm

Present: Cllr P Wittam (Chair), Cllr B Brabbs, Cllr G Brocklehurst, Cllr P Gorringe, Cllr H Kostecki, Cllr V Lukaniuk, Cllr T Nolan, Cllr D Palmer, Cllr P Ridgwell, Cllr J Savage, Cllr C Watts

Also Present: 11 members of the public.

- 1 **APOLOGIES** for absence and approval of reasons tendered.
Cllr P Etherington, Cllr J Hughes, Cllr N Siebert – apologies accepted.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.
None.
- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**
Sqn Ldr Geary did not attend the meeting.
- 4 **TO RECEIVE, CONFIRM AND SIGN MINUTES**
- Of the Brandon Town Council Meeting of Monday 10th July 2023.
Proposer: Cllr V Lukaniuk
Seconder: Cllr P Gorringe (Mrs Prior questioned this - action sanctioned by the Chairman)
Resolution Record No: **BTC/62/11/Sep/23**
CARRIED: By majority vote: 10 for, 1 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 10TH JULY 2023 BE APPROVED.

- Of the Brandon Town Council Extraordinary Meeting of Friday 4th August 2023.
Proposer: Cllr J Savage
Seconder: Cllr H Kostecki
Resolution Record No: **BTC/63/11/Sep/23**
CARRIED: By majority vote: 9 for, 2 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF EXTRAORDINARY GENERAL MEETING OF FRIDAY 4TH AUGUST 2023 BE APPROVED.

- Of the Brandon Town Council Cemetery Meeting of Monday 14th August 2023.
Proposer: Cllr V Lukaniuk
Seconder: Cllr P Gorringe
Resolution Record No: **BTC/64/11/Sep/23**
CARRIED: By majority vote: 10 for, 1 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF BRANDON TOWN COUNCIL CEMETERY MEETING OF MONDAY 14TH AUGUST 2023 BE APPROVED.

Signed.....

- 5 **MATTERS ARISING** for information exchange only of the Full Council Meeting of 10th July 2023 and 14th August 2023.
None.
- 6 **URGENT BUSINESS** any items the Chairman considers a matter of urgent business.
None.
- 7 **TO RECEIVE WRITTEN REPORT** from the Town Clerk.
Report was received.
- 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 P Wittam
Seconder: Cllr V Lukaniuk
Resolution Record No: **BTC/65/11/Sep/23**
CARRIED: Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Cllr Lukaniuk reported that a wheelchair ramp had been installed in St Peter's Approach that came out of his Local Highways Budget. He further reported that West Suffolk Council are not building a new leisure centre, instead they are renovating the existing one.

Cllr Wittam reported about the anomalies with the street lighting costs. He commented that there is a grant from West Suffolk Council which will replace any units and bulbs, this is retrospective in the last financial year. Cllr Palmer asked if that included the running costs. Cllr Wittam replied that it did not, but the running costs should drop to 10% of current costs.

Cllr Palmer reported he was hoping to have an update at the next meeting about NHS dentists in Brandon. Cllr Palmer then enquired about the sponsorship signs belonging to Fengate Fasteners being ripped off the planters. Cllr Palmer had had a meeting with Fengate Fasteners regarding this. Cllr Palmer asked the Chairman to please ask the Councillor responsible to own up to their actions and to send a written apology to Fengate Fasteners and to also apologise to Brandon rate payers who are effectively out of pocket now by the amount that had to be refunded to Fengate Fasteners, when they subsequently cancelled their sponsorship, because of how they were treated. The Chairman didn't respond.

Cllr Brocklehurst reported he had received correspondence regarding planning matters and he had met with a member of the public to discuss this. He updated everyone about the roadworks in the High Street which have since been completed. Cllr Brocklehurst asked that if anybody had any issues using their free bus pass, to contact him.

Cllr Ridgwell made a comment that traffic in Brandon is now becoming excessive and we should be looking to have a bypass. Cllr Lukaniuk summed up the issue regarding the excessive traffic in the high street. He commented it was a combination of the burst pipe, road works, and parked cars.

Signed.....

A member of the public addressed Cllr Lukaniuk regarding the tragic road accident on 17th August, in Euston, where Cllr Lukaniuk had appeared in the press report as the Community Leader for the area where the accident had happened. They wanted to know why he had been involved when there are other Councillors that cover that area and further commented that, in their opinion, the photograph that had been used was not appropriate for the news item that was being reported on. The same member of the public listed all the jobs that need doing in Brandon and stated that Cllr Lukaniuk needs to help sort them out for the town. The same member of the public mentioned that they were very concerned that the cemetery regulations were not being adhered to.

A resident asked if Mrs Prior had received an apology from Cllr Lukaniuk after he made a groundless accusation about her breaching confidentiality at the Full Council Meeting in June. Cllr Lukaniuk confirmed that he had apologised.

Another member of the public stood up and apologised to the members of the planning committee for their outburst at a previous planning meeting. They explained that they were expecting the meeting to be live streamed and they had wanted to find out about an application that had been made. After checking with the office earlier in the day that the meeting would be live streamed, they only realised once the meeting had started that it wasn't being. Cllr Brocklehurst explained that the decision not to live stream had been made by Cllr Wittam. Cllr Wittam explained the reasons for this decision and accepted the apology. Cllr Wittam stated that he will re look at the possibility of recording planning meetings and making them available on the website. The member of public felt that the decision not to live stream should have been made by the planning committee, not just by two individual Councillors. They then updated the meeting on the current total raised by the campaign for a playpark, which was just under £60,000. They also commented that they are now actively looking for match funding grants. Cllr Wittam thanked the member of the public for the information.

A further resident thanked Cllr Wittam for the work done on the street lighting and confirmed that they had had a meeting about planning with Cllr Brocklehurst and had commented it had been a very interesting meeting. They further expressed their disappointment that a rogue Councillor decided to remove Fengate Fasteners sponsorship signs. They had looked back through previous minutes and could not find any recording of where the removal had been discussed. They stated they could only assume that this was a decision that the Councillor had taken alone. They then asked a number of questions relating to the matter. Cllr Wittam asked if he could have a copy of the questions and he would answer them. The resident asked if it would be by the next meeting. Cllr Wittam answered that he was suffering with his health, but he would reply as expediently as he could. He said he would endeavour to get it done before the next meeting.

A member of the public drew our attention to the fact that the meeting wasn't being live streamed. Mrs Prior tried to rectify this but was unable to resolve the issue.

THE CHAIRMAN RECONVENED THE MEETING.

9 CORRESPONDENCE

- Emails from Brandon Day Care Charity Shop. Mrs Prior drew to the attention of the chairman that the Brandon Day Care Charity Shop had requested that their email was read at the meeting. Cllr Wittam said that it was not appropriate for this meeting.

Signed.....

10 ACCOUNTS To approve the payments for August 2023.

Cllr Ridgwell queried as to why we needed Legionella Testing and Cllr Wittam also queried the need for testing. Mrs Prior stated that she understood it has been raised at the last Health and Safety audit. Cllr Wittam replied he would call in during the week to check it out.

Proposer: Cllr G Brocklehurst

Seconder: Cllr P Ridgwell

Resolution Record No: **BTC/66/11/Sep/23**

CARRIED: By majority vote: 10 for, 1 abstention.

BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR AUGUST 2023.

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
30/07/2023		1st Brandon Scout Group	Donation - Nine Stiles Walk	£100.00	£0.00	£100.00	BACS
08/06/2023	1382943741	Trade Point	Compost for Planters	£99.38	£19.87	£119.25	Direct Debit
13/07/2023	806439390	British Gas	Gas OSH	£19.78	£0.98	£20.76	Direct Debit
18/07/2023	M003 06	BT	Phone OSH	£191.51	£38.30	£229.81	Direct Debit
21/07/2023	M068 &C	BT	Phone OSH	£73.10	£14.62	£87.72	Direct Debit
22/07/2023	M044 MC	BT	Phone OSH	£37.52	£7.50	£45.02	Direct Debit
07/08/2023	Q022 21	BT	Phone OSH	£181.34	£36.26	£217.60	Direct Debit
01/07/2023	10687	Cranberry Comms.	Microsoft 365	£119.95	£23.99	£143.94	Direct Debit
01/08/2023	755A-0017	E.ON	Electric Cemetery Yard	£19.40	£0.97	£20.37	Direct Debit
01/08/2023	A292-0024	E.ON	Electric Pillar 8 Market Hill	£40.83	£2.04	£42.87	Direct Debit
07/08/2023	6C32-0024	E.ON	Electric OSH	£222.95	£11.14	£234.09	Direct Debit
07/08/2023	5A54-0023	E.ON	Electric Pillar 9 Market Hill	£21.23	£1.06	£22.29	Direct Debit
07/08/2023	1C56-0022	E.ON	Electric Christmas Tree Pillar	£17.36	£0.87	£18.23	Direct Debit
07/08/2023	3E73-0024	E.ON	Electric BRPF Yard	£116.59	£5.83	£122.42	Direct Debit
07/08/2023		Siemens	Photocopier - Quarterly Rental	£512.00	£102.40	£614.40	Direct Debit
18/08/2023	2468114	Everflow Water	Water OSH	£24.30	£0.00	£24.30	Direct Debit
28/08/2023	1215028	West Suffolk Council	Trade Waste	£75.76	£0.00	£75.76	Direct Debit
01/08/2023	3544	Evolution Town Plan.	New Cem. Fees 25/5 to 31/7	£878.50	£172.10	£1,050.60	BACS
02/08/2023	969418	J & D Green	Cleaning Bus Shelters	£50.00	£0.00	£50.00	BACS
31/08/2023	969450	J & D Green	Window Cleaning OSH	£20.00	£0.00	£20.00	BACS
08/08/2023	SINV01909982	Ian Smith Group Ltd	Stationery/Mop/Toilet Paper	53.24	10.65	63.89	BACS
09/08/2023	K69435	Ernest Doe & Sons Ltd	Blade Rider x 9	324.09	64.82	388.91	BACS
21/08/2023	1244605	West Suffolk Council	Election Expenses 4th May 23	£2,547.56	£0.00	£2,547.56	BACS
23/08/2023		Suffolk County Council	Road Closure - Christmas Fair	£50.00	£0.00	£50.00	BACS
31/08/2023		Suffolk County Council	MEWP - Christmas Lighting	£80.00	£0.00	£80.00	BACS
24/08/2023	18081	Smartwater Testing Ltd	Legionella Testing Kit - OSH	£43.75	£8.75	£52.50	BACS
24/08/2023	18082	Smartwater Testing Ltd	Legionella Testing Kit - Cem	£43.75	£8.75	£52.50	BACS
24/08/2023	18083	Smartwater Testing Ltd	Legionella Testing Kit - BRPF	£43.75	£8.75	£52.50	BACS
25/08/2023	570030	Amazon	Blue Paper Rolls	£6.64	£1.33	£7.97	BACS
25/08/2023	3UAEUI	Amazon	Air Freshners	£5.00	£1.00	£6.00	BACS
25/08/2023	127517	Amazon	Air Freshners	£10.28	£2.06	£12.34	BACS
25/08/2023	171696	Amazon	Furniture Polish	£6.82	£1.36	£8.18	BACS
27/08/2023	SB20231088	PKF Littlejohn LLP	External Audit	£840.00	£168.00	£1,008.00	BACS
31/08/2023	264878	Fengate Fasteners Ltd	PPE	£73.74	£2.75	£76.49	BACS
31/08/2023	20230000839	Finevale Service Station	Fuel	£191.34	£38.27	£229.61	BACS
05/09/2023		HMRC	NICS	£2,848.80	£0.00	£2,848.80	BACS

Signed.....

11 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR JUNE AND JULY 2023

The Income and Expenditure Statements against Budget for June and July 2023 were received.

12 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING of 7th August and 4th September 2023.

The minutes from the last two Planning Meetings were noted and received. Cllr Brocklehurst summarised the last two planning meetings. Cllr Ridgwell asked if the planning committee could elaborate on comments made on the planning application of 17 High Street. Cllr Lukaniuk commented that he had been concerned about the rain/storm water to the nearby wall.

13 RESOLUTION from Cllr G Brocklehurst No. 439

Brandon Town Council resolves to provide a tribute to the late Queen, HM Queen Elizabeth II taking the form in one of two in number planters. Capable of carrying an arch in scrolled metals to match the current arches in Victoria Avenue with the wording "Elizabeth Gate" at one end of the avenue and matched at the opposite end with similar but named as "Victoria Gate." Planting to be of perennial varieties.

Cllr Wittam passed over to Cllr Brocklehurst. Cllr Brocklehurst said he felt that Brandon should provide some sort of tribute to our late Queen and longest serving monarch. He stated he had discussed this with the Town Keepers. Cllr Kostecki asked if this was just an idea as there were no costings. Cllr Wittam explained that if it looked to go ahead the Cllr Brocklehurst would research costings. Cllr Lukaniuk asked various questions regarding supporting of the arches, if the plants would get enough light being under the Lime trees. He also asked if this was for Brandon in Bloom or Brandon Town Council and who would maintain the planters. Cllr Brocklehurst would like it to be worked on together, hence why he had discussed it with the Town Keepers. Cllr Lukaniuk distributed a design he had drawn up a couple of years ago and suggested that he looked at it with Cllr Brocklehurst. Cllr Brabbs was unsure this was the correct way to commemorate our late Queen and suggested to ask the public their views. Cllr Brocklehurst then said he would go as far as to amend the resolution which he did to read "**Brandon Town Council resolves to provide a tribute to the late Queen HM Queen Elizabeth II.**"

Proposer: Cllr G Brocklehurst

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/67/11/Sep/23**

CARRIED: Unanimous

Brandon Town Council resolves to provide a tribute to the late Queen HM Queen Elizabeth II.

Proposer: Cllr V Lukaniuk

Seconder: Cllr D Palmer

Resolution Record No: **BTC/68/11/Sep/23**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO PROVIDE A TRIBUTE TO THE LATE QUEEN HM QUEEN ELIZABETH II".

Signed.....

14 RESOLUTION from Cllr P Wittam No. 440

Brandon Town Council resolves to form a new committee for Human Resources.

Cllr Wittam commented that we have a professional HR person on the Council and we should use them. Cllr Ridgwell asked what Human Resources meant. Cllr Nolan explained this to him.

Cllr Wittam commented that it can only be a good thing for this Council. Cllr Wittam suggested that any Councillors interested in joining this Committee should contact the office.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/69/11/Sep/23**

CARRIED: By majority vote: 7 for, 2 against, 2 abstentions.

15 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 B Brabbs

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/70/11/Sep/23**

CARRIED: Unanimous

Signed.....

BRANDON TOWN COUNCIL

Confidential Minutes
of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 11th September 2023 at 7pm

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

16 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 10th July 2023.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/71/11/Sep/23**

CARRIED: By majority vote: 10 for, 1 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 10TH JULY 2023 BE APPROVED.

- Of the Brandon Town Council Extraordinary Meeting of Friday 4th August 2023.

Proposer: Cllr P Ridgwell

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/72/11/Sep/23**

CARRIED: By majority vote: 9 for, 2 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE BRANDON TOWN COUNCIL EXTRAORDINARY MEETING OF FRIDAY 4TH AUGUST 2023 BE APPROVED.

17 MATTERS ARISING

Mrs Prior advised the Councillors that the Town Keepers had made enquiries about purchasing some racking to safely and securely store our Christmas tree and other seasonal items. Mrs Prior provided pictures and costings for the racking.

Proposer: Cllr P Wittam

Seconder: Cllr B Brabbs

Resolution Record No: **BTC/73/11/Sep/23**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO PURCHASE RACKING FOR STORING CHRISTMAS ITEMS.

18 RESOLUTION from Cllr G Brocklehurst No. 441

Brandon Town Council resolves to provide a loan from general reserves to the Brandon Remembrance Playing Fields for the sole purpose of providing a bore hole to supply non potable water.

Deferred.

The meeting closed at 8.35pm

Signed.....