

Brandon Town Council
New Cemetery Working Party Meeting
Tuesday 26th October 2021

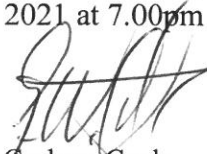
Note: In the case of non-members, this Agenda is for information only

BRANDON TOWN COUNCIL
Old School House, Market Hill, Brandon, Suffolk, IP27 0AA
Telephone 01842 811844

21st October 2021

TO ALL MEMBERS OF THE NEW CEMETERY WORKING PARTY

You are hereby summoned to attend the **NEW CEMETERY WORKING PARTY MEETING** to be held in the Council Chamber, Old School House, Market Hill, Brandon on Tuesday 26th October 2021 at 7.00pm



Graham Cock
Town Clerk

Members requiring further information, or with specific questions are asked to raise these with the Clerk at least 2 working days before the meeting. If the information requested is available, this will be provided and reported to the Council

AGENDA

- 1 APOLOGIES** for absence and approval of reasons tendered.
- 2 DECLARATION OF INTEREST** and additions to Members Register of Interest.
- 3 TO RECEIVE, CONFIRM AND SIGN MINUTES**
 - Of the New Cemetery Working Party Meeting on 20th September 2021.
- 4 MATTERS ARISING** for information exchange only of the New Cemetery Working Party Meeting on 20th September 2021.
- 5 URGENT BUSINESS** any items the Chairman considers a matter of urgent business.
- 6 RESOLUTION from Cllr P Etherington No. 395**
To note the result of the Public Consultation and recommend to the Full Council that the proposed cemetery project proceeds.

7 RESOLUTION from Cllr P Etherington No. 396

To note the result of the Public Consultation and recommend the agreement in principle to take out a loan to cover the cost of the proposed cemetery project be put to Full Council.

8 RESOLUTION from Cllr S Skinner No. 397

To recommend that a professional ITT expert to handle the tendering process, be put to Full Council - *see Note from NALC LTN 87 - Procurement "A procurement process by a local council is subject to the requirements in s 135 of the Local Government Act 1972 and the Public Contracts Regulations 2015. High value contracts are subject to Find a Tender/Contracts Finder website and it is considered that the Council will require technical and/or legal advice from someone who specialises in public procurement.*

9 RESOLUTION from Cllr S Skinner No. 398

To employ a Professional to write a business plan for the New Cemetery be put to Full Council.

10 RESOLUTION from Cllr S Skinner No. 399

To note that the New Cemetery Working Party's recommendation that Brandon Town Council borrows up to a maximum of £800,000 using a PWLB loan for the completion of the New Cemetery be put to Full Council.

BRANDON TOWN COUNCIL

Minutes of the New Cemetery Working Party Meeting
held on Monday 20th September 2021 in the Council Chamber, Old School House,
Market Hill, Brandon at 7.00pm

Present: Cllr S Skinner (Chair), Cllr S Annear, Cllr L Atkins, Mrs A Barnes, Cllr P Etherington,
Cllr J Hughes, Cllr V Lukaniuk, Cllr N Vant, Cllr P Wittam

- 1 **APOLOGIES** for absence and approval of reasons tendered.
Cllr D Palmer, Cllr Atkins arrived at 7.07pm.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.
Cllr S Skinner – Non-pecuniary interest. Mrs A Barnes – Pecuniary interest.
- 3 **TO RECEIVE, CONFIRM AND SIGN MINUTES**
 - Of the New Cemetery Working Party Meeting on 19th May 2021.
Proposer: Cllr S Skinner
Seconder: Cllr P Etherington
Resolution Record No: **BTCNC/79/20/Sep/21**
CARRIED: By majority vote: 6 for, 2 unable to vote.

THE NEW CEMETERY WORKING PARTY RESOLVES THAT THE MINUTES OF THE NEW
CEMETERY WORKING PARTY MEETING OF WEDNESDAY 19TH MAY 2021 BE
APPROVED

- 4 **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: **BTCNC/80/20/Sep/21**
CARRIED: Unanimous

Cllr Atkins joined the meeting at 7.07pm.

- 5 **TO DISCUSS** the latest site layout, provided by CDS Group.
Cllr Skinner opened the discussion stating that following a meeting with CDS Group earlier in the year, we now have a rough layout. A general discussion then ensued on the various aspects of the project. Cllr Etherington offered to produce an A5 leaflet to be circulated throughout Brandon and to manage a contact point on Market Hill on Thursday's and Saturday's.

Signed.....

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Monday 20th September 2021

6 TO EXAMINE AND DISCUSS the schedule of costs, presented by CDS Group, and to propose further action.

A general discussion regarding the costings presented took place.

7 ANY OTHER BUSINESS

None.

The meeting closed at 8.05pm

Signed.....