

Brandon Town Council
Full Council Meeting
Monday 15th February 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

10th February 2021

TO ALL MEMBERS OF THE FULL COUNCIL

You are hereby summoned to join the **FULL BRANDON TOWN COUNCIL MEETING** to be held virtually using Microsoft Teams on Monday 15th February 2021 at 1900hrs


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 A REPORT FROM SQN LDR TURNBULL - RAF LAKENHEATH**
- 4 **TO RECEIVE AND CONFIRM MINUTES**
 - Of the Brandon Town Council Meeting of Monday 14th December 2020.
 - Of the Brandon Town Council Meeting of Monday 11th January 2021.
 - Of the Brandon Town Council Precept Meeting of Thursday 21st January 2021.
- 5 **MATTERS ARISING** for information exchange only of the Full Council Meeting of 11th January 2021.
- 6 **URGENT BUSINESS** any items the Chairman considers a matter of urgent business.
- 7 **TO RECEIVE REPORTS** from County, District and Town Councillors and Community Groups Representatives.
- 8 **TO RECEIVE WRITTEN REPORT** from the Town Clerk.
- 9 **PUBLIC FORUM** Monthly event limited to 3 minutes duration maximum per resident.
- 10 **CORRESPONDENCE**

- 11 **ACCOUNTS** To approve the payments for January 2021 (see attached).
- 12 **TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR DECEMBER 2020**
- 13 **GRANT APPLICATIONS** discussion to consider S137 grants from St Peter's Church and Brandon and District Society of Model Engineers.
- 14 **CO-OPTION** from the meeting held on 12th October 2020. To note and confirm the two new members to the Council are:- Cllr Louise Atkins and Cllr Penny Etherington.
- 15 **REPORT** from the Planning Committee.
- 16 **RESOLUTION from Cllr S Skinner No. 373**
Brandon Town Council resolves to take responsibility for the provision of the Christmas lighting in the High Street.
- 17 **RESOLUTION from Cllr N Vant. 374**
Brandon Town Council resolves to appoint a Planning Committee to sit until the 2021 Annual Meeting.
- 18 **REPORT** from the New Cemetery Working Party Group.
- 19 **DISCUSSION** regarding updating the Emergency Action Plan.
- 20 **DISCUSSION** regarding progress towards completion of the website and staff training.
- 21 **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.
- 22 **TO RECEIVE AND CONFIRM CONFIDENTIAL MINUTES**
 - Of the Brandon Town Council Meeting of Monday 14th December 2020.
 - Of the Brandon Town Council Precept Meeting of Thursday 21st January 2021.
- 23 **MATTERS ARISING**
- 24 **RESOLUTION from Cllr S Skinner No. 375**
Brandon Town Council resolves to confirm the format of payments to staff.
- 25 **QUOTES**
 - 25.1 To consider quotations to supply Husqvarna R420TsX Mower.
 - 25.2 To consider quotations to supply Stihl FS240 strimmer.
 - 25.3 To consider quotations to supply Stihl FS360 strimmer.

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 14th 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 TUESDAY 14TH 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.

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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	H10ADBB5AB	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.....

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

The meeting closed at 10:25pm

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BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held virtually using Microsoft Teams on Monday 11th January 2021 at 7.00pm

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

Also Present: 5+ members of the public.

Preceding the meeting the Chair apologised to Mrs Susan Miller and Council for his use of inappropriate language at the previous full Council meeting.

1 APOLOGIES for absence and approval of reasons tendered.
Cllr J Hughes, Cllr P Ridgwell absent.

2 DECLARATION OF INTEREST and additions to Members Register of Interest.
Cllr P Etherington – Non-pecuniary item 23. Cllr V Lukaniuk – Non-pecuniary item 14.

3 TO NOTE RECEIPT OF NALC LTN 5 regarding the law and procedure relating to Council Meetings, their Committees and Sub-Committees as set out in Schedule 12 of the Local Government Act 1972, the Public Bodies (Admission to Meetings) Act 1960, S13 of the Local Government Housing Act 1989 and the Localism Act 2011 - received and noted.

4 TO RECEIVE A REPORT FROM SQN LDR TURNBULL - RAF LAKENHEATH
Sqn Leader Turnbull informed Council that a mass vaccine programme was underway onsite at RAF Lakenheath, covering all personnel and dependants. He also confirmed that USAF personnel will be assisting West Suffolk Hospital by supplying surplus vaccination material. Base schools are currently closed but are due to reopen on 25th January subject to the progress of the vaccination programme. He informed Council that due to the cold weather in December, a number of flying days had been lost. Cllr Palmer asked the Sqn Leader regarding the possible numbers of aircraft that will be based at Lakenheath in future years. He replied that a mixture F15E and F35 planes totalling in excess of one hundred would be based on site.

5 TO RECEIVE AND CONFIRM MINUTES
- Of the Brandon Town Council Meeting of Monday 14th December 2020. Cllrs Lukaniuk and Wittam made comment about the content of the minutes and requested a vote to defer the minutes to the next meeting. Cllr Wittam proposed that Council resolve to defer approving the minutes until the next meeting.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/47/11/Jan/21**

CARRIED: By majority vote: 5 for, 4 against, 2 unable to vote due to technical issues.

Signed.....

6 MATTERS ARISING for information exchange only of the Full Council Meeting of 14th December 2020 – a discussion regarding the Ellis Whittam statement.

Cllr P Etherington read a script correcting previous statements made to Council and asked the Chair to comment. Cllr Wittam did not reply and moved onto the next agenda item.

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

Cllr Wittam reminded the meeting of the West Suffolk 'Home But Not Alone' initiative and means of accessing the scheme. They can be contacted on 0800 8766926 Monday to Friday. Other organisations such as the Harvest Centre, Royal British Legion and Citizens Advice amongst others, can offer support to the vulnerable also. Brandon Town Council is committed to its continued support of local organisations during this pandemic. Cllr Lukaniuk asked Councillors if they have information regarding the vaccination rollout in the area. He was aware that some surrounding villages had started vaccination programmes and wondered how the Brandon rollout was developing. Cllr Skinner reported that the Jubilee Centre in Mildenhall will be the local vaccination hub for Brandon residents, starting the following week. Cllr Palmer confirmed this information and reported Norfolk are ahead of Suffolk with vaccinations.

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

Cllr Lukaniuk reported that Norfolk County Council have concluded that 1) the additional railway siding is a breach of planning control and a planning application will be required. 2) the office building is also a breach of planning control and a planning application will be required. 3) the weighbridge is a breach of planning control and will also need a planning application. 4) the staff accommodation block is a breach of planning control and will need a planning application. He further stated that when the applications are received the residents of Brandon will have a chance to comment.

Cllr Palmer reported that no major planning applications, only minor ones have been received.

Cllr Etherington reported that there was no further information to report regarding the station until we have heard further about Holbrook's.

Cllr Skinner reported that the new fence had been installed in the cemetery and that the ivy had been cut allowing it to die back and be removed. He further reported that a number of Councillors had agreed to join the new cemetery working group and a meeting would be taking place shortly.

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 Wittam

Seconder: Cllr P Etherington

Resolution Record No: **BTC/48/11/Jan/21**

CARRIED: By majority vote: 9 for, 2 unable to vote due to technical issues

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM

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A member of the public stated that they wished to correct statements made at the December meeting. These being that the Church Institute does not own the roadway at the rear of the building. It merely has right of access over the land, not ownership. The only prohibited vehicle that the carriageway prohibits is cycles from the direction of the Leisure Centre and there is a sign indicating this. St Peter's PCC had been approached by the Senior Transport Planner at West Suffolk Council through St Edmundsbury Diocese, if they would support the resurfacing of the carriageway. St Peter's PCC are happy for the work to take place providing the right of access is used by vehicles is maintained and no barriers are put in place to restrict this movement. The PCC is not in a position to contribute to the cost of the work. The work should not take place over an extended period that restricts access to the Church Institute. The member of the public also felt that Cllr Wittam should declare an interest in this subject as the carriageway borders his property. The Chair apologised for any apparent misinformation given at the last meeting.

A resident stated that some residents of Weeting are being requested to go near Kings Lynn for their Covid vaccination and others registered at Brandon surgeries are going to Mildenhall. They questioned if any arrangements are being made for transporting those without their own vehicles or having other needs. A discussion on this subject is taking place at Weeting Parish Council. The Chair stated that he had been informed that those infirm or unable to travel would receive their vaccination by means of a visiting nurse. Cllr Palmer added that he was investigating this with West Suffolk and at this time had not had a reply. A general discussion ensued.

Another resident commented that the statement by Cllr Palmer that no significant planning applications had been received seemed to be in error as the proposed development in Coulson Lane was not in their opinion insignificant. Cllr Palmer replied that the application had not been submitted to Development and Control at West Suffolk. They also stated that they had raised the issue of the notice board at Old School House for a period of time and requested a progress report. The Clerk replied that it had been ordered and he would progress delivery. They further commented on the condition of the Coulson Lane passageway. The Clerk stated that he had been in contact with West Suffolk Council regarding this. The responsibility of this passageway is not clear and has yet to be determined. Cllr Lukaniuk made a statement regarding the Coulson Lane, Victoria Avenue and Churchyard maintenance. Cllr Etherington reminded Council that we currently have one member of ground staff. Cllr Vant stated that the analogy of Victoria Avenue is not a good one as BTC maintain the trees and grass not the footpath. Councillors Atkins and Wittam volunteered their services to clear the Coulson Lane footpath.

Another member of public asked members of the Planning Committee if the proposed development in Coulson Lane is within the town development boundary. Cllr Wittam stated it is categorically outside the development boundary. They also made comment regarding the discussion over the minutes of the previous meeting. Cllr Vant commented that he had no objections to the minutes.

THE CHAIRMAN RECONVENED THE MEETING.

11 CORRESPONDENCE

- Brandon in Bloom – Friendly Bench at Bury Road, Brandon - information was received.

Signed.....

12 ACCOUNTS To approve the payments for December 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr S Skinner

Resolution Record No: **BTC/49/11/Jan/20**

CARRIED: Unanimous

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
02/12/2020	95392	Culford Waste Ltd	Trade Waste	£241.67	£48.33	£290.00	BACS
23/12/2020		CMS		£45.00	£0.00	£45.00	BACS
09/11/2020	230284	Corona Corporate Sols.	Photocopier - Copies	£105.53	£21.11	£126.64	Direct Debit
30/11/2020		Creative Pension Trust	Pensions	£313.17	£0.00	£313.17	Direct Debit
20/11/2020	714781957	British Gas	Gas OSH	£108.31	£5.41	£113.72	Direct Debit
22/11/2020	M012 & O	BT	Phone OSH	£19.50	£3.90	£23.40	Direct Debit
24/11/2010	T036 P3	BT	Phone OSH	£39.50	£7.90	£47.40	Direct Debit
27/11/2020	H193606B01	E.ON	Electric Cemetery Yard	£37.26	£1.86	£39.12	Direct Debit
27/11/2020	H10B237BA0	E.ON	Christmas Tree Pillar	£1.79	£0.09	£1.88	Direct Debit
28/11/2020	H19370C02A	E.ON	Electric Pillar 9 Market Hill	£4.23	£0.21	£4.44	Direct Debit
29/11/2020	H1937847EA	E.ON	Electric Pillar 8 Market Hill	£14.11	£0.71	£14.82	Direct Debit
06/12/2020	H10B3F2584	E.ON	Electric New Yard	£124.57	£6.23	£130.80	Direct Debit
01/12/2020	115431	Cranberry Comms.	Microsoft 365 Subscription	£121.70	£24.34	£146.04	Direct Debit
15/12/2020	778526	Everflow	Water OSH	£14.25	£0.00	£14.25	Direct Debit
21/12/2020		Creative Pension Trust	Pensions	£334.88	£0.00	£334.88	Direct Debit
28/12/2020	1127508	West Suffolk Council	Trade Waste	£71.92	£0.00	£71.92	Direct Debit
30/09/2020	1IN43313	Weeting Tyres Ltd	Puncture Repair	£12.50	£2.50	£15.00	BACS
15/10/2020	939553006	Arco Ltd	PPE	£57.45	£11.49	£68.94	BACS
04/12/2020	940090271	Arco Ltd	PPE	£56.37	£11.27	£67.64	BACS
07/12/2020	940119757	Arco Ltd	PPE	£116.09	£23.22	£139.31	BACS
22/12/2020	940259040	Arco Ltd	PPE	£39.85	£7.97	£47.82	BACS
20/11/2020	104309	Thetford Garden Centre	Christmas Event	£15.81	£3.16	£18.97	BACS
07/12/2020	529178	J & D Green	Cleaning Windows OSH	£16.50	£0.00	£16.50	BACS
07/12/2020	207500	Fengate Fasteners Ltd	Christmas Event	£312.07	£62.41	£374.48	BACS
28/12/2020	208463	Fengate Fasteners Ltd	Christmas Event	£85.87	£17.17	£103.04	BACS
09/12/2020	3754 AGE839	Travis Perkins Ltd	New Fence - Cemetery	£16.85	£3.37	£20.22	BACS
14/12/2020	51235	Chase Timber Products	New Fence - Cemetery	£495.71	£99.14	£594.85	BACS
17/12/2020	51271	Chase Timber Products	New Fence - Cemetery	£5.36	£1.07	£6.43	BACS
18/12/2020	51331	Chase Timber Products	New Fence - Cemetery	£86.13	£17.23	£103.36	BACS
22/12/2020	51359	Chase Timber Products	New Fence - Cemetery	£11.44	£2.29	£13.73	BACS
31/12/2020	51384	Chase Timber Products	New Fence - Cemetery	£25.38	£5.08	£30.46	BACS
17/12/2020	1085260198	Stannah Lift Services Ltd	Lift Service	£116.67	£23.33	£140.00	BACS
17/12/2020	R7430/LOR	Ray Tuttle Lift Services	LOLER Inspection - Lift	£92.50	£18.50	£111.00	BACS
25/12/2020	2DCA283B-0005	Wittam Info. Tech. Ltd	Website Upkeep	£30.00	£0.00	£30.00	BACS
31/12/2020	20210000005	Finevale Service Station	Fuel	£35.42	£7.08	£42.50	BACS
05/01/2020		HMRC	NICS	£1,220.08	£0.00	£1,220.08	BACS

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

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

Signed.....

- 14 GRANT APPLICATIONS** discussion to consider S137 grants from Brandon and Santon Downham Neighbourhood Watch Association, Brandon in Bloom and Fledgelings Preschool. Cllr Etherington proposed that all applications to be considered are approved as an entity. A further discussion on this subject was agreed at a future meeting.

Proposer: Cllr P Etherington

Seconder: Cllr P Wittam

Resolution Record No: **BTC/50/11/Jan/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE GRANT APPLICATIONS FROM BRANDON AND SANTON DOWNHAM NEIGHBOURHOOD WATCH ASSOCIATION FOR £400, BRANDON IN BLOOM FOR £300 AND FLEDGELINGS PRESCHOOL FOR £500.

- 15 REPORT** from the Chair of the Planning Committee regarding recent planning applications. To note the addition of Cllr Ridgwell to the Planning Committee and ask for another Councillor to become a member.

Cllr Vant interjected with a point of order, stating that the Planning Committee had no standing because it had not been re-elected at the May 2020 AGM of the Council as per Standing Orders. Cllr Vant proposed a resolution that "the Council elects a Planning Committee to serve until the May 2021 meeting". Cllr Skinner wished to second the proposal. This was rejected by the Chairman without a vote who stated that he wanted to take further advice from the Monitoring Officer regarding this. This rejection led to another point of order. Cllr Skinner asked if the decision regarding the planning application for Coulson Lane could be revealed as this was of great interest to many residents of Brandon. Cllr Lukaniuk stated he would answer as the Chair of the Planning Committee if he could continue in that role. The Chair stated that he felt that the meeting was at an impasse and needed to seek legal advice. A further discussion took place between Cllr Vant, Cllr Lukaniuk, Cllr Etherington and Cllr Skinner.

At 8.40pm the Chairman instructed the administrator to close the meeting prematurely without a vote to do so. Cllr Skinner stated that the meeting was considered adjourned and this was reiterated by Cllr Etherington.

The meeting was adjourned at 8.40pm

Signed.....

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting Precept Meeting
held virtually using Microsoft Teams on Thursday 21st January 2021 at 7.00pm

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

1 APOLOGIES FOR ABSENCE and approval of reasons tendered.
Cllr S Corciulo, Cllr P Ridgwell

2 DECLARATIONS OF INTEREST – None.

3 PRECEPT FOR BRANDON 2021/22

The Chair opened the discussion and asked the Clerk to outline the proposed budget. A number of Councillors stated that they were unable to hear the Clerk clearly. The Clerk described the methodology by which the figures were reached and informed Council of the effect of the reduced numbers of residents paying Council tax on the final band D figure. Cllr Vant put to Councillors that if the precept had remained static the increase would be slightly more than 4.3%. He further explained that the figure that will be published by the press will be the 4.38% although the actual cash increase is minute. Cllr Palmer stated he was unable to clearly hear what was being said by the Clerk. Cllr Lukaniuk stated that in his opinion the 4.3% figure is high and is the headline figure for the members of the public in Brandon. He felt that we should be able to do something with that. Cllr Lukaniuk asked the Clerk what the expected underspend for the year will be. The Clerk replied that the estimated underspend would be approximately £60K. Cllr Lukaniuk then queried the reduction in the street lighting budget. The Clerk explained that the previous year due to the invoicing dates an extra amount had been allowed for the street lighting. The Clerk stated that he had checked the figures for the coming year and is assured that these figures are now accurate. Cllr Skinner informed Council that the underspend has been allocated towards projects in the town and it would be dangerous to remove monies from the precept. The Clerk confirmed this to be correct. Cllr Lukaniuk requested that attention is given to a number of the larger items listed. Cllr Vant and Cllr Moore stated they were both having trouble hearing the Clerk. The Chair then proposed that the meeting be adjourned due to the poor sound quality. The Clerk stated that the meeting must go ahead imminently, as a return needed to be made to West Suffolk.

The meeting was adjourned at 7.25pm

Signed

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting Precept Meeting
held virtually using Microsoft Teams on Thursday 21st January 2021 at 7.00pm

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

Continuation of the Precept meeting started on Thursday 21st January and continued on Friday 22nd January 2021.

The Chair wished to thank MAC Estates - Mark Cronin for sponsoring the flags in the High Street and Mark's Son, Ross, Nova and Gary Brocklehurst for his assistance in erecting the flags.

1 APOLOGIES FOR ABSENCE and approval of reasons tendered.
Cllr S Corciulo, Cllr P Ridgwell

2 DECLARATIONS OF INTEREST – None.

3 PRECEPT FOR BRANDON 2021/22

The Chair introduced the subject and the Clerk outlined the basis of the precept proposed. Cllr Vant stated that whilst the figure showed 4.38% the actual cash increase is small. He further stated the danger of the Council underfunding themselves and the Council not being able to function. Cllr Lukaniuk expressed his opinion that a number of items could be reduced. A general discussion ensued resulting in Cllr Skinner suggesting that the suggested changes to the admin section be voted on.

Proposer: Cllr V Lukaniuk

Second: Cllr P Wittam

Resolution Record No: **BTC/51/22/Jan/21**

FAILED: 2 for, 9 against, 1 abstention

Cllr Lukaniuk proposed that the amount budgeted for the S137 grants be reduced by 50% to £5,000.

Proposer: Cllr V Lukaniuk

Second: Cllr P Wittam

Resolution Record No: **BTC/52/22/Jan/21**

FAILED: 2 for, 9 against, 1 abstention

Cllr Etherington asked if Cllr Lukaniuk could state the bottom line he wished to achieve so Councillors could vote on that to save time. Cllr Lukaniuk stated he had only a small number of items left to discuss and wished to continue.

Signed

Cllr Lukaniuk stated that expenditure on the churchyard wall should be brought before the cemetery working party and should be fully costed before being voted on by Council.

Cllr Lukaniuk proposed that the £4,000 cemetery town costs be removed.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/53/22/Jan/21**

FAILED: 2 for, 10 against

Cllr Lukaniuk proposed that £6,000 be removed from the budget as the Victoria Avenue trees do not require work this year. The Clerk explained the slightly revised programme of tree pollarding that the West Suffolk Tree Officer had advised. This allows the cemetery/churchyard perimeter trees to be cut this year, with the internal cemetery trees being cut in the 21/22 budget. He confirmed that the Victoria Avenue trees do not need major attention this year. They may need minor works in certain locations. Cllr Skinner confirmed the Clerk's statement and added there maybe some smaller works required to the trees which will absorb most of the budget.

Cllr Lukaniuk proposed that £6,000 be removed from the cemetery/avenue tree budget.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/54/22/Jan/21**

FAILED: 2 for, 10 against

Cllr Wittam proposed that the £200 Chairman's allowance be removed from the budget. The Clerk stated that if the money is not budgeted for, it cannot be spent. Cllr Vant advised the Chair that whilst he cannot see anything that he would require to spend it on now, you never know what is in the future.

Proposer: Cllr P Wittam

Seconder: Cllr L Atkins

Resolution Record No: **BTC/55/22/Jan/21**

FAILED: 5 for, 7 against

A general discussion ensued regarding the total proposed precept and the inclusion or exclusion of the duplicated new equipment line in the admin section cost code 2131.

Cllr Skinner proposed that the £2,000 duplicated should be retained in the cemetery/town new equipment line as he felt this was not enough money to cover costs.

Proposer: Cllr S Skinner

Seconder: Cllr B Brabbs

Resolution Record No: **BTC/56/22/Jan/21**

CARRIED: By majority vote: 10 for, 2 against

BRANDON TOWN COUNCIL PROPOSES TO RETAIN THE £2,000 FOR
CEMETERY/TOWN NEW EQUIPMENT.

Signed

This resulted in a precept figure of £286,136 an increase of 4.38%. Cllr Lukaniuk requested a named vote.

Proposer: Cllr N Vant

Seconder: Cllr P Wittam

Resolution Record No: **BTC/57/22/Jan/21**

CARRIED: By majority vote: 11 for, 1 against

For:- Cllr Wittam, Cllr Skinner, Cllr Annear, Cllr Atkins, Cllr Brabbs, Cllr Etherington, Cllr Hughes, Cllr Lloyd-Blackwell, Cllr Moore, Cllr Palmer, Cllr Vant.

Against:- Cllr Lukaniuk.

BRANDON TOWN COUNCIL APPROVES A PRECEPT FOR 2021/22 OF £286,136.

4 URGENT BUSINESS – None.

5 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 P Etherington

Seconder: Cllr N Vant

Resolution Record No: **BTC/58/22/Jan/21**

CARRIED: Unanimous

The meeting closed at 8.22pm

Signed

Brandon Town Council

Town Clerks Report

I'm pleased to report that the Christmas decorations have been safely taken down and have been packed safely away.

Whilst having the boom lift on site, Ali was able to maintain the outside of the town clock by cleaning the glass and painting the exterior metal parts.

As taking the decorations down with the boom lift took much less time, we were able to save some money on the lift hire fee.

We have learnt much fitting our own Christmas Decorations, and I am sure with the addition of the power outlets to the East side of the High Street this work can continue.

We have received several applications from Brandon Groups that have been hit by the funding crisis during the current Pandemic. These will be carefully considered by Council.

The tree work in the Churchyard and Cemetery will be starting shortly. Any disruption will be kept to a minimum.

We also await the arrival of the new Town Notice board to be placed at OSH.

The office is currently still closed to all visitors until further notice.

We can be contacted on 01842 811844 or by e mail office@brandontc.com.

Accounts for Payment January 2021

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
14/01/2021		Brandon Neigh. Watch	Grant	£400.00	£0.00	£400.00	BACS
14/01/2021		Brandon in Bloom	Grant	£300.00	£0.00	£300.00	BACS
14/01/2021		Fledgelings Pre-school	Grant	£500.00	£0.00	£500.00	BACS
25/01/2021		CMS		£45.00	£0.00	£45.00	BACS
25/01/2021		Mr D Clark	Relinquished Burial Plot	£224.00	£0.00	£224.00	BACS
03/11/2020	1111790108	Trade UK	Christmas Event	£109.16	£21.84	£131.00	Direct Debit
05/01/2021	115490	Cranberry Comms.	Microsoft 365 Subscription	£217.41	£43.48	£260.89	Direct Debit
20/12/2020	M037 HH	BT	Phone OSH	£39.50	£7.90	£47.40	Direct Debit
20/12/2020	M013 3J	BT	Phone OSH	£20.20	£4.04	£24.24	Direct Debit
22/12/2020	956684339	British Gas	Gas OSH	£84.91	£4.24	£89.15	Direct Debit
16/12/2020	H10B5DCOFF	E.ON	Electric OSH	£16.32	£0.82	£17.14	Direct Debit
27/12/2020	H10B81F713	E.ON	Christmas Tree Pillar	£33.94	£1.70	£35.64	Direct Debit
27/12/2020	H19502314C	E.ON	Electric Cemetery Yard	£62.73	£3.14	£65.87	Direct Debit
28/12/2020	H195071F08	E.ON	Electric Pillar 8 Market Hill	£11.55	£0.58	£12.13	Direct Debit
28/12/2020	H19512C715	E.ON	Electric Pillar 9 Market Hill	£4.81	£0.24	£5.05	Direct Debit
06/01/2021	H10B9E1EA7	E.ON	Electric New Yard	£130.75	£6.54	£137.29	Direct Debit
02/01/2021	8341951	Wave - Anglian Water	Water Cemetery Yard	£47.87	£0.00	£47.87	Direct Debit
11/01/2021	97343629	Quadiant UK Ltd	Postage	£50.00	£0.00	£50.00	Direct Debit
18/01/2021	817481	Everflow	Water OSH	£15.82	£0.00	£15.82	Direct Debit
25/01/2021		Creative Pension Trust	Pensions	£303.71	£0.00	£303.71	Direct Debit
28/01/2021	1127508	West Suffolk Council	Trade Waste	£71.88	£0.00	£71.88	Direct Debit
28/10/2020	60183	Blademaster	Re sharpen Mower Blades	£15.00	£3.00	£18.00	BACS
30/11/2020	SB20204163	PKF Littlejohn LLP	External Audit	£800.00	£160.00	£960.00	BACS
01/01/2021		Federation of Burials	Membership	£150.00	£23.20	£173.20	BACS
11/01/2021	283709	J & D Green	Cleaning Windows OSH	£16.50	£0.00	£16.50	BACS
13/01/2021	283711	J & D Green	Cleaning Bus Shelters	£50.00	£0.00	£50.00	BACS
17/01/2021	88335	Sky High Access Ltd	MEWP Hire - Christmas	£300.00	£60.00	£360.00	BACS

Accounts for Payment January 2021

20/01/2021	2DCA283B-0006	Wittam Info. Tech. Ltd	Technical Support - OSH	£20.00	£0.00	£20.00	BACS
20/01/2021	2DCA283B-0007	Wittam Info. Tech. Ltd	Technical Support - J Hughes	£20.00	£0.00	£20.00	BACS
26/01/2021	2DCA283B-CN-01	Wittam Info. Tech. Ltd	Credit Note Re Invoice 6	-£20.00	£0.00	-£20.00	BACS
22/01/2021		Mr G Cock	Reimbursement	£50.81	£0.00	£50.81	BACS
26/01/2021	51557	Chase Timber Products	Town Costs	£22.25	£4.45	£26.70	BACS
29/01/2021	209813	Fengate Fasteners Ltd	Town Costs	£105.25	£21.05	£126.30	BACS
31/01/2021	6210284424	Lyreco UK Ltd	Stationery	£31.68	£6.34	£38.02	BACS
31/01/2021	20210000098	Finevale Service Station	Fuel	£38.46	£7.69	£46.15	BACS
05/02/2021		HMRC	NICS	£898.72	£0.00	£898.72	BACS

21/01/2021

Brandon Town Council 2019/20

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Detailed Income & Expenditure by Budget Heading 01/01/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
101 Administration							
1174 Insurance Claim income	824	0	0	0			
1176 Precept	272,052	286,001	286,002	1			
1177 Misc Income	26	10,164	0	(10,164)			
1180 Room Hire	171	120	100	(20)			
1190 Interest on Investments	615	154	0	(154)			
Administration :- Income	273,688	296,438	286,102	(10,336)			0
1101 Insurances	5,889	6,416	6,000	(416)		(416)	
1110 Audit Fees (External)	1,875	(600)	1,500	2,100		2,100	
1111 Audit Fees (Internal)	1,300	(500)	1,000	1,500		1,500	
1120 Legal Fees	3,024	3,700	1,500	(2,200)		(2,200)	
1125 Website Upkeep	1,087	309	250	(59)		(59)	
1130 Office Equipment/Furniture	215	100	400	300		300	
1131 Computer Equipment	204	53	300	247		247	
1132 Stationery	569	54	500	446		446	
1133 Payroll	378	198	460	262		262	
1138 Misc Expenses	450	405	600	195		195	
1140 Staff Training	0	380	500	120		120	
1141 Councillor Training	156	0	200	200		200	
1142 Chairman's Allowance	281	0	250	250		250	
1143 SW/HW Support	628	2,921	700	(2,221)		(2,221)	
1144 SALC/NALC	1,159	0	1,300	1,300		1,300	
1145 Subscriptions	440	1,582	400	(1,182)		(1,182)	
1148 Lift servicing	350	326	1,000	674		674	
1150 Advertising	58	374	100	(274)		(274)	
1156 Postage	888	537	200	(337)		(337)	
1160 Mileage	243	25	150	125		125	
1165 Photocopier Rental	1,889	1,441	1,500	59		59	
1166 Photocopier Charges	954	316	1,000	684		684	
1167 Election Costs	18	0	4,000	4,000		4,000	
1170 Telephone, Fax, Internet	1,546	880	1,500	620		620	
4113 Bank Charges	18	66	1,500	1,434		1,434	
Administration :- Indirect Expenditure	23,619	18,985	26,810	7,825	0	7,825	0
Net Income over Expenditure	250,069	277,454	259,292	(18,162)			
102 Staff							
1201 Staff Salaries (Gross)	68,350	53,345	86,820	33,475		33,475	
1202 LGA Superannuation	6,026	2,623	2,605	(18)		(18)	
1203 NI Contributions	14,090	9,650	12,155	2,505		2,505	
Staff :- Indirect Expenditure	88,466	65,618	101,579	35,962	0	35,962	0
Net Expenditure	(88,466)	(65,618)	(101,579)	(35,962)			

Continued over page

Detailed Income & Expenditure by Budget Heading 01/01/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
103 PWLB							
1301 Public Works Loan board	13,559	6,779	13,600	6,821		6,821	
PWLB :- Indirect Expenditure	<u>13,559</u>	<u>6,779</u>	<u>13,600</u>	<u>6,821</u>	<u>0</u>	<u>6,821</u>	<u>0</u>
Net Expenditure	<u>(13,559)</u>	<u>(6,779)</u>	<u>(13,600)</u>	<u>(6,821)</u>			
104 Grants							
1401 Grants	28,182	14,514	29,027	14,514		14,514	
1402 S137	4,600	2,500	10,000	7,500		7,500	
Grants :- Indirect Expenditure	<u>32,782</u>	<u>17,014</u>	<u>39,027</u>	<u>22,014</u>	<u>0</u>	<u>22,014</u>	<u>0</u>
Net Expenditure	<u>(32,782)</u>	<u>(17,014)</u>	<u>(39,027)</u>	<u>(22,014)</u>			
201 Cemetery/Town							
2177 Burial Fees	8,150	7,750	10,000	2,250			
2178 Ashes Interment Fees	3,472	3,808	5,000	1,192			
2179 Memorial Fees	3,536	2,494	2,000	(494)			
Cemetery/Town :- Income	<u>15,158</u>	<u>14,052</u>	<u>17,000</u>	<u>2,948</u>			<u>0</u>
2101 Cemetery/Town Costs	6,945	2,948	3,000	52		52	
2104 New Cemetery Purchase	104,244	0	0	0		0	
2107 Cemetery Works	11	0	25,000	25,000		25,000	
2110 Water Charges (Cemetery/OSH)	544	309	750	441		441	
2111 Electricity	891	725	500	(225)		(225)	
2116 Garage Rental	526	500	600	100		100	
2131 New Equipment	27,449	(720)	3,000	3,720		3,720	
2132 Trade Waste	1,320	1,172	1,500	328		328	
2133 Bus Shelter Cleaning	150	150	300	150		150	
Cemetery/Town :- Indirect Expenditure	<u>142,080</u>	<u>5,084</u>	<u>34,650</u>	<u>29,566</u>	<u>0</u>	<u>29,566</u>	<u>0</u>
Net Income over Expenditure	<u>(126,922)</u>	<u>8,968</u>	<u>(17,650)</u>	<u>(26,618)</u>			
301 Old School House							
3100 Water Cooler	139	0	0	0		0	
3110 Gas Supply	611	307	1,300	993		993	
3111 Gas Force Contract	0	0	100	100		100	
3113 PAT Testing	56	68	100	32		32	
3114 Electricity (Old School House)	1,149	660	1,000	340		340	
3117 Water charges OSH	247	88	250	162		162	
3120 Window Cleaning	198	132	300	168		168	
3125 Fire Extinguisher Servicing	149	184	200	17		17	

Detailed Income & Expenditure by Budget Heading 01/01/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
3178 Old School House Maintenance	3,282	460	2,500	2,040		2,040	
Old School House :- Indirect Expenditure	<u>5,830</u>	<u>1,900</u>	<u>5,750</u>	<u>3,850</u>	<u>0</u>	<u>3,850</u>	<u>0</u>
Net Expenditure	<u>(5,830)</u>	<u>(1,900)</u>	<u>(5,750)</u>	<u>(3,850)</u>			
401 General							
2121 Machinery Servicing	251	0	750	750		750	
2122 Fuel & Oil	1,220	820	1,500	680		680	
2130 Truck Replacement	0	0	2,500	2,500		2,500	
2139 Protective Clothing	720	572	1,000	428		428	
2140 Town Keepers Mobile Calls	0	0	360	360		360	
4101 Horticultural	597	118	200	82		82	
4102 Christmas Lighting	5,066	2,241	6,000	3,759		3,759	
4104 Truck Maintenance & Tax	455	50	1,000	950		950	
4105 Town Clock Repairs	14	0	500	500		500	
4110 Civic Expenditure	0	7	0	(7)		(7)	
4112 Events	2,656	1,978	4,000	2,022		2,022	
General :- Indirect Expenditure	<u>10,978</u>	<u>5,786</u>	<u>17,810</u>	<u>12,024</u>	<u>0</u>	<u>12,024</u>	<u>0</u>
Net Expenditure	<u>(10,978)</u>	<u>(5,786)</u>	<u>(17,810)</u>	<u>(12,024)</u>			
402 Recreation							
4201 The Lode - Lifebelts	70	0	500	500		500	
4202 The Orchard, Coulson Lane	182	0	0	0		0	
4204 Thetford Rd Play Area	208	0	1,000	1,000		1,000	
4205 Playing Fields	1,947	0	3,000	3,000		3,000	
4206 Horticultural Work	0	68	200	132		132	
4208 Cemetery - Trees	0	0	6,000	6,000		6,000	
Recreation :- Indirect Expenditure	<u>2,407</u>	<u>68</u>	<u>10,700</u>	<u>10,632</u>	<u>0</u>	<u>10,632</u>	<u>0</u>
Net Expenditure	<u>(2,407)</u>	<u>(68)</u>	<u>(10,700)</u>	<u>(10,632)</u>			
403 Street Lights							
4188 Other Income	1,500	0	0	0			
Street Lights :- Income	<u>1,500</u>	<u>0</u>	<u>0</u>	<u>0</u>			<u>0</u>
4302 Street Lighting Energy	14,437	0	24,200	24,200		24,200	
4303 Street Lights Repairs	6,579	1,265	28,875	27,610		27,610	
Street Lights :- Indirect Expenditure	<u>21,017</u>	<u>1,265</u>	<u>53,075</u>	<u>51,810</u>	<u>0</u>	<u>51,810</u>	<u>0</u>
Net Income over Expenditure	<u>(19,517)</u>	<u>(1,265)</u>	<u>(53,075)</u>	<u>(51,810)</u>			

Detailed Income & Expenditure by Budget Heading 01/01/2021

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Grand Totals:- Income	290,346	310,490	303,102	(7,388)			
Expenditure	340,738	122,499	303,002	180,503	0	180,503	
Net Income over Expenditure	(50,392)	187,992	100	(187,892)			
Movement to/(from) Gen Reserve	(50,392)	187,992					