

**BRANDON TOWN COUNCIL**  
Minutes of the Meeting of the Full Brandon Town Council  
Held at 7.00pm on Monday 4 February 2008  
At the Forest School, Bury Road, Brandon.

**Present:** Cllr. R Silvester, Cllr. N Vant, Cllr. P Ridgwell, Cllr. Mrs S Jureko, Cllr. Mrs M Young, Cllr. A Simmons, Cllr. K Butcher, Cllr. D Bimson, Cllr. G Hughes, Cllr. L. Jacobs, Cllr. P McLoughlin.

**Also present:** Mrs C Mason (Town Clerk), Sgt. Liam Garrard, RAF Squadron Leader, Jerry Neild, 1 member of the public and 1 member of the press.

The meeting commenced at 7.00 pm.

**1. APOLOGIES FOR ABSENCE**

Cllr. Mrs C Silvester, Cllr. E Ashley, Cllr. S Edwards.

**2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS**

None.

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

Of the Full Brandon Town Council Meeting of Monday 7 January 2008 (Public items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/112/04/Feb/08**

Proposed by Cllr. G Hughes and seconded by Cllr. N Vant.

**CARRIED:** 9 for 1 abstention.

THAT THE MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 7 JANUARY 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

**4. MATTERS ARISING** for information exchange only

Of the Full Brandon Town Council Meeting of Monday 7 January 2008 (Public items) [LGA 1972 Sch.12].

None.

**5. PUBLIC FORUM** - monthly event limited to 3 minutes duration maximum per resident relating to public agenda items.

Resolution Record No. BTC/113/04/Feb/08

Proposed by Cllr. N Vant and seconded by Cllr. A Simmons.

**CARRIED:** Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Points raised by a member of the public included the full navigation of the River Ouse to Thetford assessment carried out by the Little Ouse Group; cycle routes running through Brandon; a request for information relating to the new All England bus pass scheme.

**6. TO RECEIVE A REPORT FROM RAF LAKENHEATH**

This agenda item was heard later in the meeting.

**7. TO RECEIVE A REPORT FROM THE POLICE**

The Chairman welcomed Sgt. Liam Garrard to the meeting. The Woodcock Rise area has seen an increase in thefts from motor vehicles. There have been 3 arrests with 1 person charged in relation to these incidents. Anti social behaviour on Market Hill is still an issue. Increased police presence is continuing. Questions raised included the use of loud music equipment at the Brandon Remembrance Playing Fields and illegally parked vehicles outside Barclays Bank.

## 6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

With very little to report questions were invited. Issues raised included congestion at the main gate; aircraft flying out of RAF Feltwell.

## 8. TO RECEIVE REPORTS (if any) from County and /or District Councillors.

District Councillor A Simmons said Forest Heath District Council will be organizing a range of half term activities for teenagers during the half term break (11-15 February). The sessions will take place throughout the week at The Flowerpot, London Road, Brandon.

The meeting was reconvened.

## 9. URGENT BUSINESS - any items the Chairman considers a matter of urgent business (pursuant to Section 100B (4) (16) LGA 1972).

None.

## 10. ACCOUNTS

10.1 Approval of payments: Public Items – January 2008 Discussion permitted upon.

10.2 Confidential Items – January 2008 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/114/04/Feb/08**

Proposed by Cllr. A Simmons and seconded by Cllr. K Butcher.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS TEN ONE AND TEN TWO EN-BLOC.

Date	Amount	Supplier	Net Total	VAT
Jan-08	6.00	J & D Green (Window Cleaners)	6.00	
Jan-08	43.57	Finevale Service Station	37.08	6.49
Jan-08	59.73	Fed. of Burial & Cremation Authorities	55.00	4.73
Jan-08	60.00	Manchester City Council (Phrasebooks)	60.00	
Jan-08	660.33	SCC (Street Light on Market Hill)	561.98	98.35
Jan-08	182.00	SLCC (Membership Renewal)	182.00	
Jan-08	12,740.17	SCC (Maintenance Costs Oct 07 - Mar 08)	10,842.70	1,897.47
Jan-08	39.95	NALC (Networking Lunch)	34.00	5.95
Jan-08	10.58	Travis Perkins	9.00	1.58
Jan-08	571.98	Allianz Cornhill (Building Insurance)	571.98	
Jan-08	119.26	Wickstead Leisure (Repair Kit)	101.50	17.76
Jan-08	35.25	SALC (Training-Freedom of Information Act)	30.00	5.25
Jan-08	71.04	C Mason (Travel x 2 to SALC)	71.04	
<b>TOTAL</b>	<b>14,599.86</b>		<b>12,562.28</b>	<b>2,037.58</b>
Jan-08	263.97	Refund from FHDC - Business Rates	263.97	

## **11. COMMUNITY CENTRE – BRANDON HANDICAPPED CLUB**

Following a second visit to the Community Centre, Cllr. G Hughes confirmed that the list of deficiencies highlighted in our letter to Michael Peachey at Suffolk County Council have been corrected. Furthermore, approval to use the kitchen area has been given by the Forest Heath District Council Health & Safety Officer. A vote of thanks was given to the Bury Free Press for drawing attention to the inadequate facilities at the Community Centre.

## **12. STREETLIGHTS**

To discuss a quotation received for the replacement decorative lanterns at Victoria Avenue, Brandon.

Resolution Record No. **BTC/115/04/Feb/08**

Proposed by Cllr. N Vant and seconded by Cllr. A Simmons.

**CARRIED:** 9 for 1 against.

THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION FOR REPLACEMENT DECORATIVE LANTERNS AT VICTORIA AVENUE, BRANDON, FOR THE SUM OF FOUR THOUSAND, EIGHT HUNDRED AND EIGHTY SEVEN POUNDS AND NINETEEN PENCE PLUS VAT.

## **13. THE ORCHARD**

Mr John Atkins is in the process of preparing a design for the next stage of The Orchard project. Our application for a Rural Payments Agency Grant has been submitted to the relevant organization.

Concerns were expressed that due to the lack of continuity in the programme of works, further clearing costs may be incurred. All agreed, Mr John Atkins, as project manager, would be accountable for this expenditure.

## **14. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN**

An update on issues raised in the Clerk's Monthly Log Sheet:

- a) Brandon Town Bus: Weeting Parish Council is due to discuss the part funding of the Brandon Town bus at their next meeting.
- b) The new bus shelter at Crown Street, Brandon: A site visit to access the proposed location is to be carried out by Suffolk County Council.

Resolution Record No. **BTC/116/04/Feb/08**

Proposed by Cllr. D Bimson and seconded by Cllr. R Silvester.

**CARRIED:** Unanimous.

THAT A VOTE OF THANKS BE GIVEN TO THE TOWN CLERK FOR HER CONTRIBUTION IN SECURING THE FUNDS FROM THE PUBLIC WORKS LOAN BOARD FOR THE RENOVATION OF THE OLD SCHOOL HOUSE.

## **15. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:**

Resolution Record No. **BTC/117/04/Feb/08**

Proposed by Cllr. A Simmons and seconded by Cllr. K Butcher.

**CARRIED:** Unanimous.

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: CONTRACTS

## BRANDON TOWN COUNCIL

Confidential Minutes THIS PAGE IS CONFIDENTIAL ONLY THE RESOLUTIONS MAY BE DISPLAYED AS A MATTER OF PUBLIC RECORD

### **18. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Meeting of Monday 7 January 2008.

Resolution Record No. **BTC/118/04/Feb/08**

#### **CARRIED:**

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 7 JANUARY 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

### **19. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Meeting of Monday 7 January 2008.

None.

### **18. ALLOTMENTS**

18.1 To receive quotations for planting requirements.

Resolution Record No. **BTC/119/04/Feb/08**

#### **CARRIED:**

THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION SUBMITTED BY SIMPSONS NURSERIES TO SUPPLY EIGHTEEN HUNDRED HAWTHORN BUSHES (HEIGHT 80/100CMS). FURTHERMORE, THE ALLOTMENT SITE IS TO BE REVISITED IN ORDER TO RE-EVALUATE THE NUMBER OF BUSHES REQUIRED IF THE BOUNDARY FENCE IS REDUCED BY APPROXIMATELY 100 METRES.

18.2 To receive quotations for the supply and erection of approximately 450 metres of fencing and one pair of metal gates.

Resolution Record No. **BTC/120/04/Feb/08**

#### **CARRIED:**

THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION SUBMITTED BY CHASE FENCING TO SUPPLY FOUR HUNDRED AND FIFTY METRES OF FENCING AND ONE PAIR OF METAL GATES. FURTHERMORE, THE ALLOTMENT SITE TO BE REVISITED TO ASCERTAIN THE PRACTICABILITY OF REDUCING THE REQUIRED LENGTH OF FENCING BY INCORPORATING THE USE OF THE DITCH ON TWO SIDES.

### **19. APPRAISALS AND SALARY REVIEWS**

To approve salary scales as recommended by the appraisal panel.

Resolution Record No. **BTC/121/04/Feb/08**

#### **CARRIED:**

THAT THIS COUNCIL APPROVES THE SALARY INCREASES AS RECOMMENDED BY THE APPRAISAL PANEL.

### **20. STAFFING MATTER**

CONFIDENTIAL

### **21. RELOCATION MATTER**

Resolution Record No. **BTC/122/04/Feb/08**

#### **CARRIED:**

THAT THIS COUNCIL AGREES TO PAY THE INVOICE SUBMITTED BY TWR ACCOUNTANTS RELATING TO THEIR RELOCATION COSTS.

The meeting terminated at 9.33pm.