

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 4 June 2007
At the (New) Forest School, Bury Road, Brandon.

Present: Cllr. R Silvester, Cllr. P Ridgwell, Cllr. N Vant, Cllr. A Simmons (7.15 pm),
Cllr. Mrs M Young, Cllr. E Ashley, Cllr. L Jacobs, Cllr. K Butcher, Cllr. D Bimson,
Cllr. G Hughes.

Also present: Mrs C Mason (Town Clerk), Sgt L Garrard, PCSO A Davey, Cllr. B Bishop,
Squadron Leader P Harrison.

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
Cllr. P McLoughlin, Cllr. Mrs C Silvester, Cllr. S Edwards, Cllr. Mrs S Jureko.

2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS (per Parish Councils code of conduct 2001/Local Government Act 2000).

None.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Resolution Record No. **BTC/14/04/Jun/07**

Of the Full Brandon Town Council Meeting of Monday 21 May 2007 (Public Items) [LGA 1972 Sch.12].

Proposed by Cllr. D Bimson and seconded by Cllr. K Butcher.

CARRIED: Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 21 MAY 2007 BE ACCEPTED AS A TRUE RECORD.

6. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 21 May 2007 (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/15/04/Jun/07**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

The Change of Command Ceremony is scheduled for 5 June 2007 at RAF Lakenheath commencing at 9.00 am.

7. TO RECEIVE A REPORT FROM THE POLICE

The Chairman welcomed Sgt Liam Garrard and PCSO Allan Davey to the meeting.

Safer Neighbourhood Team report: There have been 35 reported crimes in the area (whole of

the Forest Heath District) during the last month. Theft from motor vehicles/ Public Order Offences on Market Hill being predominant issues. In relation to the question of police resources being employed at Center Parcs, Sgt Garrard gave his assurance that this did not impact on policing in Brandon. Questions raised included: litter, cars parking outside Barclays Bank whilst the occupants use the cash point terminal, 30mph speed limit on Green Road and the hazardous parking spaces near to Rudlings & Wakelam Solicitors.

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

Key points in Cllr. B Bishop's report:

- a) There is to be a Public Enquiry into the proposed development at Mounts Pit, Brandon. This is due to be held on Tuesday 26 and Wednesday 27 June 2007.
 - b) No information was made available prior to the bus routes being changed.
 - c) An exhibition illustrating the building, facilities and car park for the new Healthy Living Centre are to be displayed at the Community Centre on Thursday 19 July 2007 between 10.00am and 7.00pm. All residents of Brandon are invited to come and look at the proposals and discuss any issues with members of the partnership.
- Questions to Cllr. Bishop included the timing sequence of traffic lights at both Wangford junction and Rattlers Road.

The Chairman reconvened the meeting.

9. TO REVIEW STANDING ORDERS AND APPENDICES

Appendix 1: Circular 1/85 Code of Complaints.

Appendix 2: Circular 1/86 Access to Information.

Resolution Record No. **BTC/16/04/Jun/07**

Proposed by Cllr. N Vant and seconded by Cllr. R Silvester.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL FORMALLY ADOPTS THE REVIEWED STANDING ORDERS DATED MAY 2007.

Resolution Record No. **BTC/17/04/Jun/07**

Proposed by Cllr. G Hughes and seconded by Cllr. K Butcher.

CARRIED: Unanimous.

THAT THIS COUNCIL ADJOURNS THE ADOPTION OF APPENDICES TO THE STANDING ORDERS, 1/85 CODE OF COMPLAINTS AND 1/86 ACCESS TO INFORMATION ACT, UNTIL THE NEXT FULL COUNCIL MEETING.

10. THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007

To adopt the Model Code of Conduct for Parish and Town Councils.

Resolution Record No. **BTC/18/04/Jun/07**

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

CARRIED: Unanimous.

THAT THIS COUNCIL ADOPTS THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007 FOR PARISH AND TOWN COUNCILS.

Register of Members Interests forms were circulated to all members.

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

- a) The new Code of Conduct Training session will be held on Tuesday 19 June 2007 at the Forest Heath District Council offices. Attendees: Cllr. A Simmons, Cllr. G Hughes, Cllr. Mrs M Young, Cllr. L Jacobs, Cllr. K Butcher, Cllr. D Bimson, Cllr. Mrs S Jureko.

Appointment of Parish/Town Council Representative to the Forest Heath Standards Committee: Cllr. R Silvester asked for his name to be submitted to the Standards Committee for their consideration. No objections were made.

b) Planning Application F/2007/0433/CCA: Demolition of existing buildings and erection of a Healthy Living Centre with a new library, a community hall, some craft rooms, a shop, a medical centre, some ancillary offices and a café including associated alterations to the existing car park (Major Development). Site Address: Existing car park and library off Bury Road, Brandon.

Resolution Record No. **BTC/19/04/June/07**

Proposed by Cllr. G Hughes and seconded by Cllr. P Ridgwell.

CARRIED: 6 for 2 against 1 abstention.

THAT BRANDON TOWN COUNCIL RECOMMENDS REFUSAL OF PLANNING APPLICATION F/2007/0433/CCA ON THE FOLLOWING GROUNDS: A) OVERDEVELOPMENT B) A THREE STOREY BUILDING WOULD BE OVERBEARING C) ADVERSE EFFECT ON LOCAL AMENITIES D) CAR PARKING NOT ADJACENT TO THE NEW BUILDING.

12. ACCOUNTS

12.1 Approval of payments : Public Items – May 2007 Discussion permitted upon.

Resolution Record No. **BTC/20/04/Jun/07**

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

CARRIED: Unanimous.

THAT PAYMENTS ON THE LIST SUBMITTED HEREUNDER FOR MAY 2007 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Net Total	VAT
May-07	6.00	J & D Green (Window Cleaner)	6.00	
May-07	422.42	RBS Software (Financial End Year Closedown)	359.50	62.92
May-07	170.31	Neat Ideas (Stationery)	144.95	25.36
May-07	112.92	Finevale Service Station	96.10	16.82
May-07	108.80	Christine Mason (SALC x 2 training)	108.80	
May-07	3.49	Travis Perkins	2.97	0.52
May-07	790.00	K. B. Leach (Brushcutters)	672.34	117.66
May-07	220.38	K. B. Leach	187.56	32.82
May-07	12,740.17	SCC (Street Lighting & Maintenance)	10,482.70	1,897.47
TOTALS:	14,574.49		12,060.92	2,153.57

12.2 Confidential Items – May 2007 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/21/04/Jun/07**

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

CARRIED: Unanimous.

THAT PAYMENTS ON THE LIST SUBMITTED FOR MAY 2007 (CONFIDENTIAL ITEMS – STAFF SALARIES/LOCAL GOV. PENSIONS) AS CIRCULATED TO COUNCILLORS ARE APPROVED.

12.3 To receive a pre-audited summary of the accounts for the financial year ending 31 March 2007.

Contents were noted. No issues were raised.

13. NINE STILES WALK

To agree a date / time for the Annual Nine Stiles Walk.

Date agreed as Friday 6 July 2007 at 7.00pm. Cllr. Mrs S Jureko to lead.

14. THE ORCHARD, COULSON LANE

To receive a report from the working party following their meeting with Mr John Atkins.

Following a site inspection with John Atkins, phase one of the renovation programme has been satisfactorily completed. The next stage of the project will commence in the autumn.

This will involve path laying, seeding, tree stump removal and possibly the planting of new fruit trees. The contractors are to be asked to keep the weeds under control during the summer period. Cllr. R Silvester informed members the Clerk had been successful in obtaining a Big Lottery Grant of £4000 towards The Orchard project.

15. EMERGENCY PLAN

To appoint a working party to discuss further the Brandon Town Council Emergency Plan.

Agreed working party : Cllr. G Hughes, Cllr. A Simmons, Cllr. Mrs M Young. A meeting to be arranged with David Bird, the Emergency Planning Officer at Forest Heath District Council.

16. ALLOTMENTS – UPDATE

Cllr. Mrs M Young declared an interest in this item and left the room. The Members Book of Interests was duly signed.

In relation to the requisite archaeological dig, it was agreed to stake out the area of land selected for allotments. Cllr. A Simmons, Cllr. P McLoughlin to carry out the task.

17. THETFORD ROAD PLAY AREA

17.1 To discuss replacing the seat at the Thetford Road play area.

Resolution Record No. **22BTC//04/Jun/07**

Proposed by Cllr. P Ridgwell and seconded by Cllr. K Butcher.

CARRIED: 8 for 1 against.

THAT THE SEAT, PREVIOUSLY SITED ON THE PERIMETER OF GRASS OUTSIDE THE THETFORD ROAD PLAY AREA IS REINSTATED.

17.2 To consider siting a second seat within the play area.

Resolution Record No. **BTC/23/04/Jun/07**

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

CARRIED: 8 for 1 against.

THAT THIS COUNCIL APPROVES THE SITING OF A SECOND SEAT WITHIN THE THETFORD ROAD PLAY AREA.

18. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/24/04/Jun/07**

Proposed by Cllr. G Hughes and seconded by Cllr. D Bimson.

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

NB. The public and Press are entitled to return to be told of any Resolutions.

BRANDON TOWN COUNCIL
Confidential Minutes
Of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 4 June 2007
At the (New) Forest School, Bury Road, Brandon.

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

19. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 21 May 2007.

Resolution Record No. **BTC/25/04/Jun/07**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 21 MAY 2007 ARE ACCEPTED AND SIGNED AS A TRUE RECORD.

20. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

A question was raised in relation to the land for the new cemetery.

21. QUOTATIONS

To receive three quotations for the remedial work to the main pathway through St. Peter's churchyard.

Resolution Record No. **BTC/26/04/Jun/07**

CARRIED:

THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION SUBMITTED BY XXXXXX FOR THE REMEDIAL WORK TO THE MAIN FOOTPATH THROUGH ST PETERS CHURCHYARD.

22. MAJOR PROJECTS

Questions were raised in relation to the next stage of the acquisition of land for the new cemetery.

The meeting terminated at 9.00pm.