

**BRANDON TOWN COUNCIL**  
Minutes of the Meeting of the Full Brandon Town Council  
Held at 7.00pm on Monday 5 November 2007  
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. P MacLoughlin, Cllr. S Edwards, Cllr. A Simmons, Cllr. E Ashley, Cllr. K Butcher, Cllr. D Bimson, Cllr. L Jacobs.

**Also present:** Mrs C Mason (Town Clerk), PC Paul Crouch, RAF Squadron Leader Jerry Neild,  
1 member of the press, 3 members of the public and later in the meeting John Atkins, Architect.

The meeting commenced at 7.02 pm.

**1. APOLOGIES FOR ABSENCE**

Cllr. Mrs C Silvester, Cllr. G Hughes.

**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**

Of the Full Brandon Town Council Meeting of Monday 1 October 2007 (Public items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/71/05/Nov/07**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. A Simmons.

**CARRIED:** Unanimous.

THAT THE MINUTES OF THE MEETING OF THE FULL BRANDON TOWN COUNCIL OF MONDAY 1 OCTOBER 2007 BE ACCEPTED AND SIGNED AS A TRUE RECORD

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

Of the Full Brandon Town Council Meeting of Monday 1 October 2007 (Public items) [LGA 1972 Sch.12].

A question was asked regarding the reopening of Lords Walk. No update was available.

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

Resolution Record No. **BTC/72/05/Nov/07**

Proposed by Cllr. A Simmons and seconded by Cllr. Mrs S Jureko.

**CARRIED:** Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM

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

This agenda item was deferred until later in the meeting.

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

The Chairman welcomed PC Paul Crouch to the meeting. Key points in the report: In relation to crimes within the Brandon/Santon Downham/Elveden area there has been a small increase

in thefts from motor vehicles. There is to be increased police presence in Brandon during Friday and Saturday evening. The Community Initiative at the Warren Heath play area was very successful. The Forest Heath Awards Ceremony will take place on the 18 November at the Rowley Mile, Newmarket. Several people from the Brandon area have been nominated.

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

District Councillor A Simmons reminded members of the Charity Craft Fair at FHDC on Saturday 10 November at 10am. Proceeds will be shared between the Macmillan Cancer Trust and the East Anglian Air Ambulance.

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

Cllr. Mrs S Jureko, Cllr. D Bimson and the Town Clerk will attend the St. Nicholas Hospice Lighting Up Ceremony on 5 December 2007 at High Lodge, Thetford.

**10. ACCOUNTS**

10.1 Approval of payments: Public Items – October 2007. Discussion permitted upon.

Resolution Record No. **BTC/73/05/Nov/07**

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

**CARRIED:** Unanimous.

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

Date	Amount	Supplier	Net Total	VAT
Oct-07	97.57	HSS Hire (Wood Chipper)	83.03	14.54
Oct-07	60.22	Travis Perkins	51.25	8.97
Oct-07	1,789.00	Gerrico Ltd (Big One Garage)	1,522.55	266.45
Oct-07	176.25	Pearsons (Thetford) Ltd	150.00	26.25
Oct-07	188.00	Pearsons (Thetford) Ltd (Green Skip)	160.00	28.00
Oct-07	26.14	Travis Perkins	22.25	3.89
Oct-07	11.75	SALC (Networking Day)	10.00	1.75
Oct-07	6.00	J & D Green (Window Cleaners)	6.00	
Oct-07	363.07	Neopost (Franking Machine)	309.00	54.07
Oct-07	101.30	Travis Perkins	86.21	15.09
Oct-07	85.92	Neat Ideas	73.12	12.80
Oct-07	117.50	Wickstead Leisure (Playground Inspection)	100.00	17.50
Oct-07	45.55	Neat Ideas	38.77	6.78
Oct-07	113.34	Suffolk County Council (S/L on Market Hill)	96.46	16.88
Oct-07	38.19	EMG Motor Group (Repairs to truck)	32.50	5.69
Oct-07	90.72	Pearsons (Thetford) Ltd	77.21	13.51
Oct-07	154.04	Canon	131.10	22.94
Oct-07	117.60	Travis Perkins	100.08	17.52
Oct-07	23.93	Travis Perkins	20.37	3.56
Oct-07	88.13	Christine Mason Travel Expenses (x3)	88.13	
Oct-07	55.63	Thetford Autoparts	47.34	8.29
<b>TOTAL</b>	<b>3,749.85</b>		<b>3,205.37</b>	<b>544.48</b>

10.2 Confidential Items – October 2007 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/74/05/Nov/07**

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

**CARRIED:** Unanimous.

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

#### **11. ALLOTMENTS**

The recommendation 'Minded to Refuse' was approved by Officers at the Forest Heath District Council Planning Committee meeting on the 31 October. The final decision will be made at a second planning meeting at the end of November.

Resolution Record No. **BTC/75/05/Nov/07**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs M Young.

**CARRIED:** 9 for 2 abstentions.

THAT BRANDON TOWN COUNCIL WRITES TO OUR DISTRICT COUNCILLORS  
ASKING THEM TO INTERCEDE ON OUR BEHALF AT THE FORTHCOMING  
FOREST HEATH DISTRICT COUNCIL PLANNING COMMITTEE MEETING.

Standing Orders were suspended to allow Squadron Leader Neild to give his report.

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

The newly appointed RAF Squadron Leader Jerry Neild introduced himself to the meeting. With no particular issues to raise questions were invited.

A member of the public asked if anything could be done regarding the excessive amount of traffic backing up from the base security entrance onto the A1065. All comments were noted.

Standing Orders were reinstated.

#### **12. PRECEPT FOR BRANDON 2008/2009**

To agree a date for the annual precept meeting.

Date agreed as Monday 19 November at 6.30 pm at the Forest School, Bury Road, Brandon.

#### **13. CHRISTMAS LIGHTS SWITCHING ON CEREMONY**

13.1 To confirm arrangements for the Christmas Lights switching on ceremony.

Date confirmed as 7 December 2007 at 4.00pm. Lord & Lady Iveagh have kindly accepted our invitation to perform the ceremony. Refreshments will be available afterwards in the Town Council office. Cllr.P Ridgwell suggested the Elveden Elves be asked not to intimidate the children during the carol singing.

13.2 Sound amplification at the switching on ceremony.

Cllr. L Jacobs said he would contact Breckland Middle School regarding the use of their amplification system.

#### **14. BRANDON TOWN BUS**

To discuss a request from Cllr. B Bishop to fund the additional journey now operating on the R1/441 bus service.

Prior to making any decision, Members requested Suffolk County Council is contacted for more detailed information.

#### **15. THE ROYAL BRITISH LEGION**

The Annual Parade and Service of Remembrance will take place on Sunday 11 November. The Parade will commence at 2.30pm from the Brandon Leisure Centre car park and after a short service and laying of wreaths at the War Memorial will proceed to St. Peter's Church for the Service of Remembrance. The Chairman and Town Councillors are invited to attend.

## **16. BUS SHELTER**

To discuss a request to provide a bus shelter opposite the Post Office in Crown Street, Brandon.

Resolution Record No. **BTC/76/05/Nov/07**

Proposed by Cllr. R Silvester and seconded by Cllr. E Ashley.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE PURCHASE OF AN OPEN SIDED BUS SHELTER, TO BE SITED OPPOSITE THE POST OFFICE, IN CROWN STREET, BRANDON.

## **17. COMMUNITY EMERGENCY PLAN**

No report available. The Emergency Boxes were distributed to the designated emergency team members.

## **18. CLERKS MONTHLY LOG OF INSTRUCTIONS GIVEN AND ACTIONS TAKEN**

Contents were noted. No questions were raised.

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

Resolution Record No. **BTC/77/05/Nov/07**

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: CONFIDENTIAL MINUTES: QUOTES: STAFFING ISSUES. (Section 100(A)(4) LGA 1972)’

### **BRANDON TOWN COUNCIL**

Confidential Minutes

Of the Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 5 November 2007

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

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

Of the Full Brandon Town Council Meeting of Monday 1st October 2007.

Resolution Record No. **BTC/78/05/Nov/07**

**CARRIED:**

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 1 OCTOBER 2007 BE ACCEPTED AND SIGNED AS A TRUE RECORD

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

Of the Full Brandon Town Council Meeting of Monday 1st October 2007.

A question was raised in relation to the roof panels of the planned sectional garage. A

satisfactory reply was given.

## **22. MAJOR PROJECTS**

22.1 To discuss quotations received for the alteration works to the Old School House. John Atkins addressed the meeting. A copy of the Report on Tenders was circulated for discussion.

Resolution Record No. **BTC/79/05/Nov/07**

### **CARRIED:**

THAT THE TENDER SUBMITTED BY R G CARTER BE ACCEPTED.

22.2 To discuss the maintenance schedule for The Orchard.

Deferred until the next meeting.

## **23. COULSON LANE FOOTPATH**

Resolution Record No. **BTC/80/05/Nov/07**

### **CARRIED:**

THAT THIS COUNCIL APPROVES THE ESTIMATE FOR THE ROAD WORKS TO THE COULSON LANE FOOTPATH SUBMITTED BY NATIONWIDE SERVICES.

The meeting terminated at 9.00pm.