

## BRANDON TOWN COUNCIL

Minutes of the Continuation Meeting of the Full Brandon Town Council  
Held at 7.00pm on Monday 8 September 2008  
At the Council Chambers, Old School House, Market Hill, Brandon.

**Present:** Cllr. R Silvester, Cllr. G Hughes, Cllr. K Butcher, Cllr. L Jacobs, Cllr. N Vant, Cllr. Mrs S Jureko, Cllr. Mrs M Young, Cllr. P Ridgwell, Cllr. A Simmons, Cllr. E Ashley, Cllr. S Le Grys,

**Also present:** Mrs C Mason (Town Clerk), Squadron Leader J Nields, 1 member of the press, 6 members of the public.

The meeting commenced at 7.00 pm.

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

Resolution Record No. **BTC/35/08/Sept/08**

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

**CARRIED:** Unanimous.

**THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM**

Two issues were raised by members of the public: The practicability of introducing a byelaw for Brandon that would prohibit the consumption of alcohol in a public place; the flooding of a section of Manor Road to Church Road due to blocked drains and gullies (photograph circulated).

### **6. TO RECEIVE A REPORT FROM THE POLICE**

A verbal report was read out by the Clerk. Crimes committed in Brandon over the previous three months: Theft of motor vehicles 10, Dwelling burglaries 16, Assaults 18, Criminal damage 32. The three main priorities for Brandon are Market Hill & High Street: Residential and business survey completed; Lilac Close: House to house survey completed; Rought Avenue: Residential survey has yet to be completed.

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

Bridge works resulting in the closure of Wangford Road are due to be commenced on the 15 September 2008. With little else to report questions were invited. Matters raised included a complaint relating to military aircraft activity; and movement of a caravan parked in a field adjacent to RAF Mildenhall. Issues noted. Cllr. P Ridgwell asked if the Squadron Leader would consider submitting a quarterly report in Brandon Life. Agreed to be an excellent idea.

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

No reports available.

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 – July & August 2008. Discussion permitted upon.

10.2 Confidential Items – July & August 2008 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/36/08/Sept/08**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. N Vant.

**CARRIED:** Unanimous.

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

<b>Date</b>	<b>Amount</b>	<b>Supplier</b>	<b>Net Total</b>	<b>VAT</b>
Jul-08	476.35	W. Robinson & Sons (Water Pump & Hoses)	405.40	70.95
Jul-08	40.00	Total Photography (x4 Prints)	40.00	
Jul-08	527.63	Kings Forest Housing (Garage Rental)	527.63	
Jul-08	135.00	Brian Collins (x3 Water Storage Containers)	135.00	
Jul-08	99.88	SLCC (Cemetery Management Course)	85.00	14.88
Jul-08	218.00	FHDC (Rates - School House)	218.00	
Jul-08	50.53	Travis Perkins	43.00	7.53
Jul-08	52.88	SLCC (Regional Conference)	45.00	7.88
Jul-08	154.04	Canon (Photocopier)	131.10	22.94
Jul-08	75.00	FHDC (Rates - Old School House)	75.00	
Jul-08	574.58	Kester Cnhm John (Old School House Lease)	489.00	85.58
Jul-08	55.34	Lyreco (Stationery)	47.10	8.24
Jul-08	235.00	RBS Software Solutions (Omega Mtnce)	200.00	35.00
Jul-08	621.14	Thetford Garden Centre	528.63	92.51
Jul-08	170.68	Finevale Service Station	145.26	25.42
Jul-08	881.25	Kester Cunningham John (Allotment Lease)	750.00	131.25
Jul-08	254.97	Didlington Nurseries (Hanging Baskets)	217.00	37.97
<b>TOTAL:</b>	<b>4,622.27</b>		<b>4,082.12</b>	<b>540.15</b>
Aug-08	18.78	Travis Perkins	15.98	2.80
Aug-08	364.00	P M Robson	364.00	
Aug-08	2,828.53	Thetford Gd Centre	2,407.27	421.26
Aug-08	74.07	Lyreco	63.04	11.03
Aug-08	18.52	E.O.N	17.59	0.93
Aug-08	45.69	E.O.N	43.41	2.28
Aug-08	105.75	TWR Accountants	90.00	15.75
Aug-08	49.35	Chase Timber	42.00	7.35
Aug-08	305.10	Pearsons	259.66	45.44
Aug-08	212.05	Arco	180.47	31.58
Aug-08	199.37	Finevale Services	169.67	29.70
Aug-08	1,851.80	K C J Solicitors	1,576.00	275.80
Aug-08	853.98	Carillion	726.79	127.19
Aug-08	1,861.20	Queensbury Shelters	1,584.00	277.20
Aug-08	42.41	C Mason Travel	42.41	
Aug-08	4,819.85	TJM Domestic	4,102.00	717.85

## **11. BOUNDARY COMMITTEE PROPOSAL FOR UNITARY AUTHORITIES IN SUFFOLK**

To arrange a date to discuss our response to the draft proposals put forward by the Boundary Committee. Date agreed as 15 September 2008 at 1.15 pm (to follow planning meeting).

## **12. STREET LIGHTING COMMITTEES**

East Ward Lighting Committee to meet on Thursday 18 September 2008 at 8.00pm.

No decision was made in relation to a meeting of the West Ward Lighting Committee.

Cllr. G Hughes and Cllr. Mrs S Jureko to liaise.

In response to energy saving options issued by Suffolk County Council, members agreed residents should be consulted through Brandon Life before the town council carry out any further discussion.

## **13. PUBLIC CALL BOXES**

In response to 'The Sponsored Kiosk' programme, Cllr. P Ridgwell proposed the town council contribute towards the costs of maintaining the four Brandon public payphones due to be removed in accordance with section 49(4) of the Communications Act 2003. The motion was not seconded and accordingly fell.

## **14. THE ORCHARD**

Resolution Record No. **BTC/37/08/Sept/08**

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

**CARRIED:** 9 for 1 against.

THAT BRANDON TOWN COUNCIL APPROVES THE PURCHASE OF TWO BROWN PHOENIX BENCHES WITH BLACK ARMRESTS, AT A COST OF EIGHT HUNDRED AND SEVENTY TWO POUNDS PLUS VAT, ONE PICNIC TABLE WITH BROWN ENVIROPOL SLATS AT A COST OF FOUR HUNDRED AND TWENTY THREE POUNDS PLUS VAT TO BE SITED WITHIN THE ORCHARD.

Resolution Record No. **BTC/38/08/Sept/08**

Proposed by Cllr. L Jacobs and seconded by Cllr. G Hughes.

**CARRIED:** 6 for 5 against.

THAT THIS COUNCIL SEEKS FUNDING FROM COUNCILLOR BISHOP'S LOCALITY BUDGET TOWARDS THE COST OF THE TWO BENCHES AND PICNIC TABLE TO BE SITED WITHIN THE ORCHARD.

## **15. FOREST HEATH LOCAL DEVELOPMENT FRAMEWORK**

To select a working group to discuss and comment on the Forest Heath Local Development Framework Consultation Document.

Agreed working group: Cllr. R Silvester, Cllr. S Le Grys, Cllr. L Jacobs. Date arranged for Friday 19 September at 2.30 pm.

## **16. ALLOTMENTS**

There are presently ten residents on a waiting list. If demand is proven, there is a possibility a section of the central area can be adapted into a plot for a disabled person. Residents to be consulted through Brandon Life. Current expenditure stands at £6,470.00 giving an over spend of £2,470. Generated income to date stands at £680.00.

## **17. HALLOWEEN 2008**

Proposed by Cllr. P Ridgwell that a donation of £50 be given towards Halloween 2008.

Cllr. A Simmons motioned an amendment that Cllr. Stewart be invited to speak at the October town council meeting to discuss the possibility of securing a donation towards the event. Seconded by Cllr. P Ridgwell.

Resolution Record No. **BTC/39/08/Sept/08**

**AMENDMENT CARRIED:** 9 for 2 abstentions.

THAT THIS COUNCIL INVITES CLLR. STEWART TO THE OCTOBER TOWN COUNCIL MEETING TO DISCUSS THE POSSIBILITY OF SECURING A DONATION TOWARDS THE HALLOWEEN 2008 EVENT.

**18. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN**

Noted. No matters were raised.

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

Resolution Record No. **BTC/40/08/Sept/08**

Proposed by Cllr. G Hughes 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

Of the Full Brandon Town Council Continuation Meeting

Held at 7.00pm on Monday 8 September 2008

At the Council Chambers, Old School House, Market Hill, Brandon

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 7 July 2008.

Resolution Record No. **BTC/41/08/Sept/08**

**CARRIED:**

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

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

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

A question was asked regarding CCTV cameras. No update at present.

Agenda item 23 was now heard.

**23. RESOLUTION** from Cllr. N Vant. Resolution No. 135

That Brandon Town Council takes grave digging back 'in house'.

Resolution Record No. **BTC/42/08/Sept/08**

**CARRIED:**

THAT FOLLOWING THEIR TRIAL PERIOD, BRANDON TOWN COUNCIL AGREES THAT XXXXXX BE APPOINTED TO CARRY OUT GRAVE DIGGING ON OUR BEHALF, WITHIN BRANDON CEMETERY.

## **22. CEMETERY MATTERS**

Resolution Record No. **BTC/43/08/Sept/08**

### **CARRIED:**

THAT BRANDON TOWN COUNCIL AGREES THAT AS FROM THE FIRST OCTOBER 2008, OUR CEMETERY FEES BE INCREASED. A REVIEW TO BE CARRIED OUT ON AN ANNUAL BASIS.

22.2 To receive quotations for the painting of the cemetery gates.

Resolution Record No. **BTC/44/08/Sept/08**

### **CARRIED:**

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION RECEIVED TO CARRY OUT THE PAINTING OF THE CEMETERY GATES.

## **24. OFFICES AT THE OLD SCHOOL HOUSE**

Resolution Record No. **BTC/45/08/Sept/08**

### **CARRIED:**

CONFIDENTIAL

## **25. RETIREMENT GIFT**

Resolution Record No. **BTC/46/08/Sept/08**

### **CARRIED:**

THAT THIS COUNCIL APPROVES THE PURCHASE OF GARDEN CENTRE VOUCHERS AS A RETIREMENT GIFT