

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
Held on Monday 5 March 2012

In the Council Chamber, The Old School House, Market Hill, Brandon at 7.00pm.

Present: Cllr. G Hughes, Cllr. N Vant, Cllr. D Bimson, Cllr. P Ridgwell, Cllr. T Simmons, Cllr. K Butcher, Cllr. M Skinner, Cllr. P MacLoughlin, Cllr. Mrs L Challiss, Cllr. L Jacobs, Cllr. S Edwards, Cllr. R Crowther, Cllr. A Billingham, Cllr. R Silvester.

Also present: Mrs C Mason (Town Clerk), fourteen members of the public, Wendy Baker, Manager, Brandon Country Park.

The meeting commenced at 7.00pm.

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST and additions to Members Register of Interests.
None.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Brandon Town Council Meeting of Monday 6 February 2012 (Public items).

Resolution Record No. **BTC/92/05/Mar/12**

Proposed by Cllr. T Simmons and seconded by Cllr. S Edwards.

CARRIED: Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6 FEBRUARY 2012 BE ACCEPTED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Brandon Town Council Meeting of Monday 6 February 2012 (Public Items).

A question was raised relating to proposals for the Pre-School after the refurbishment of The Old School.

5. PUBLIC FORUM – Monthly event limited to 3 minutes duration maximum per resident.

Resolution Record No. **BTC/93/05/Mar/12**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Members of the public raised issues relating to the divestment of the Brandon Country Park to the town council; the pre-school allocation of space within the Total Brandon Project; empty properties within the town.

6. TO RECEIVE A REPORT FROM THE POLICE/ RAF LAKENHEATH

RAF Lakenheath: With no matters to report, questions were invited and replies given.

Police Report was circulated at the meeting. Recorded crime figures for the period 6 February to

1 March 2012 stands at 32. The same time period last year saw 31 recorded crimes. This is an increase of 3.2%.

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

Points raised in Cllr. Bishop's report included support required for the two Brandon play groups; the divestment of Brandon Country Park; Inspire Brandon; the need for volunteer drivers for the

Dial-a- Ride bus service; Questions included fees for planning applications; the Mary Portas bid; new homes bonus; request for information from Cllr. Mrs Lisa Chambers regarding monies allocated to Brandon; parking on Market Hill. Cllr. T Simmons reported the George Street car park would be closing for one week commencing on the 12 March for remedial repairs to the entrance and the repainting of the white lines. Cllr. P Ridgwell asked a) whether the replacement street lighting outside Glade School could be improved (SE to action with SCC) and b) whether planning permission was required for the installation of solar panels within the Conservation Area (TS to action).

The meeting was reconvened.

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

- a) Plans for a raised zebra crossing at Rattlers Road were circulated for comments.
- b) Jubilee Carnival will be held on Sunday 3 June. Many local events are presently being planned. Further details will be released nearer the date.

9. ACCOUNTS

9.1 Approval of payments (Public Items) –February 2012.

9.2 Approval of confidential items –February 2012 (Staff salaries).

Resolution Record No. **BTC/94/05/Mar/12**

Proposed by Cllr. D Bimson and seconded by Cllr. T Simmons.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS NINE ONE, NINE TWO EN-BLOC.

Date	Amount	Supplier	Net Total	VAT
Feb-12	87.94	Finevale Service Station	73.29	14.65
Feb-12	126.00	Neopost Limited (Postage Rate Change)	105.00	21.00
Feb-12	90.77	Lyreco UK Limited	75.64	15.13
Feb-12	75.60	Suffolk Association of Local Councils	63.00	12.60
Feb-12	2,525.01	Sufolk County Council - Streetlights	2,104.17	420.84
Feb-12	80.38	Thetford Garden Centre	67.00	13.38
Feb-12	27.60	Fengate Fasteners	23.00	4.60
Feb-12	14.00	J & D Green	14.00	14.00
Feb-12	34,769.89	SCC s/l Contract	28,974.91	5,794.98
TOTAL:	37,797.19		31,500.01	6,311.18

9.3 Internal Audit.

Resolution Record No. **BTC/95/05/Mar/12**

Proposed by Cllr. S Edwards and seconded by Cllr. M Skinner.

CARRIED: Unanimous.

THAT THE QUOTATION OF SIX HUNDRED AND NINETY FIVE POUNDS PLUS VAT RECEIVED FROM PETER BRIGHTON FOR THE 2011/12 INTERNAL AUDIT BE APPROVED.

9.4 To consider requests for a donation under s137.

Resolution Record No. **BTC/96/05/Mar/12**

Proposed by Cllr. S Edwards and seconded by Cllr. T Simmons.

CARRIED: 12 for 1 abstention.

THAT BRANDON TOWN COUNCIL AGREES TO DEFER DISCUSSION UNTIL THE MAY TOWN COUNCIL MEETING.

Agenda item 14 was now heard.

14. BRANDON COUNTRY PARK

Resolution Record No. **BTC/97/05/Mar/12**

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

CARRIED: Unanimous.

THAT FOLLOWING A PUBLIC MEETING AND THE FULL DEVELOPMENT OF THE BUSINESS CASE FOR BRANDON COUNTRY PARK, THE PROPOSAL TO TAKE OVER BRANDON COUNTRY PARK BE PUT TO A PARISH POLL.

10. STANDING ORDERS

11. FINANCIAL STANDING ORDERS

12 REVIEW OF THE EFFECTIVENESS OF INTERNAL CONTROL/RISK ASSESSMENT

Resolution Record No. **BTC/98/05/Mar/12**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS TEN, ELEVEN AND TWELVE ENBLOC.

13. TOTAL BRANDON PROJECT

Resolution Record No. **BTC/99/05/Mar/12**

Proposed by Cllr. M Skinner and seconded by Cllr. D Bimson.

CARRIED: 12 for 1 against.

REGARDING THE FUTURE OWNERSHIP OF THE OLD SCHOOL BUILDING, BRANDON TOWN COUNCIL AGREES IN PRINCIPLE TO HAVE FURTHER DISCUSSIONS WITH SUFFOLK COUNTY COUNCIL.

Regarding permission for Suffolk County Council to use the walled garden as a shared space and to create a covered walkway from the Old School to our building, it was agreed this option would create security issues for the staff and at this stage would not be pursued.

15. NEWSLETTER/ COMMUNICATION

Resolution Record No. **BTC/100/05/Mar/12**

Proposed by Cllr. M Skinner and seconded by Cllr. T Simmons.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO SET UP A MEDIA COMMITTEE TO INFORM RESIDENTS OF RELEVANT DECISIONS MADE AT THE TOWN COUNCIL MEETINGS.

Cllr. R Crowther, Cllr. A Billingham, Cllr. T Simmons, Cllr. N Vant were duly elected. Additionally, the One-Suffolk website to be contacted for advice.

Cllr. L Jacobs left the meeting at 9.20pm.

16. CYCLE NETWORK IMPROVEMENT SCHEME

Plans were circulated at the meeting. Proposals noted.

17. CLERKS MONTHLY LOG

Contents noted.

18. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/101/05/Mar/12**

Proposed by Cllr. K Butcher 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

19. TO RECEIVE, CONFIRM AND SIGN THE CONFIDENTIAL MINUTES

Of the Brandon Town Council Meeting of Monday 6 February 2012.

Resolution Record No. **BTC/102/05/Mar/12**

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

CARRIED: Unanimous.

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING ON MONDAY 6 FEBRUARY 2012 BE ACCEPTED AS A TRUE RECORD.

With no further business to discuss the meeting ended at 9.40pm.