

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 5 February 2007
At the (New) Forest School, Bury Road, Brandon.

Present: Cllr. R Silvester, Cllr. Mrs S Jureko, Cllr. P Ridgwell, Cllr. N Vant, Cllr. G Hughes, Cllr. D Bimson, Cllr. A Simmons, Cllr. Mrs M Young, Cllr. Mrs C Silvester, Cllr. Mrs C Arnold.

Also present: Mrs C Mason (Town Clerk), A/Sgt Keith Grant, 1 member of the press, 1 member of the public.

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
Cllr. S Edwards, Cllr. E Ashley, Cllr. P MacLoughlin, Squadron Leader Paul Harrison.

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/123/05/Feb/07**

Of the Full Brandon Town Council Meeting of Monday 8 January 2007 (Public Items) [LGA 1972 Sch.12].

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

CARRIED: Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 8 JANUARY 2007 BE ACCEPTED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 8th January 2007 (Public Items) [LGA 1972 Sch.12].

There were no matters arising.

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

Resolution Record No. **BTC/124/05/Feb/07**

Proposed by Cllr. Mrs C Arnold and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

No report available. Apologies were received.

7. TO RECEIVE A REPORT FROM THE POLICE

The Chairman welcomed A/Sgt Keith Grant to the meeting.

Safer Neighbourhood Team report: There has been two serious traffic collisions on the Thetford Road, Brandon. Both incidents are currently being investigated. Speed enforcement within this area is to be addressed shortly. With the removal of the brick bus shelter on

Thetford Road this area has seen a significant reduction in anti social behaviour. There has been increased foot patrol on Market Hill, resulting in less criminal damage/public order offences. Issues raised by Members included the problem of cars parking on Market Hill, the matter of an abandoned vehicle in Thetford Road and an air rifle incident in the vicinity of The Paddocks / Downham Way area.

8. TO RECEIVE REPORTS (if any) from County and /or District Councillors.
No reports were available.

The Chairman reconvened the meeting.

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

Forest Heath District Council Parish Forum: An invitation has been received to attend the Parish Forum. Cllr. A Simmons, Cllr. R Silvester, Cllr. Mrs S Jureko will attend.

Date 8 March 2007 at 7.00 pm at the Red Lodge Millennium Centre.

Cllr. R Silvester requested an item of urgent business appertaining to an employment issue be heard in the confidential section of the meeting.

10. ACCOUNTS

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

Resolution Record No. **BTC/125/05/Feb/07**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

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

Date	Amount	Supplier	Net Total	VAT
Jan-07	56.48	Finevale Service Station	48.06	8.42
Jan-07	12.55	Border Building Supplies	10.68	1.87
Jan-07	61.73	Border Building Supplies	52.53	9.20
Jan-07	14.10	Didlington Nurseries	12.00	2.10
Jan-07	6.00	J & D Green (Window Cleaner)	6.00	
Jan-07	70.50	Signs 60 (Do Not Climb Signs)	60.00	10.50
Jan-07	28.71	Travel Expenses (Larger Councils Meeting)	28.71	
Jan-07	88.12	St John Ambulance (First Aid Course)	75.00	13.12
Jan-07	45.00	Brandon & Districe Chamber of Trade (Xmas Trees)	45.00	
Jan-07	159.45	Pearsons (Thetford) Ltd	135.70	23.75
Jan-07	158.63	Pearsons (Thetford) Ltd (Skip for Bus Shelter)	135.00	23.63
Jan-07	76.38	Studio Five (Photographs)	65.00	11.38
Jan-07	445.00	Bartram Mowers Ltd (Mower Service & Repairs)	378.72	66.28
Jan-07	154.04	Canon (Photocopier)	131.10	22.94
TOTALS:	1,376.69		1,183.50	193.19

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

Resolution Record No. **BTC/126/05/Feb/07**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Silvester.

CARRIED: Unanimous.

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

11. RIVERBANK EROSION AT THE LODGE

To discuss the condition of the riverbank at The Lodge.

Discussion deferred pending advice from the Environmental Agency.

12. TO RECEIVE A DRAFT COPY OF THE BRANDON TOWN COUNCIL EMERGENCY PLAN

Cllr. G Hughes volunteered to act as the designated Emergency Officer for Brandon Town Council. The completed document will be kept on file in the Town Council office. A further copy will be lodged with Forest Heath District Council.

13. THE ORCHARD

To receive an update on The Orchard project.

A detailed specification has been received from Mr John Atkins. The project will be managed in three stages. Phase one will be initial clearance, phase two a winter/spring survey and phase three a spring/summer survey.

Resolution Record No. **BTC/127/05/Feb/07**

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

CARRIED: Unanimous.

THAT AN ADVERT BE PLACED IN BRANDON LIFE SEEKING QUOTATIONS FROM COMMERCIAL LANDSCAPE CONTRACTORS TO CARRY OUT PHASE ONE OF THE RENOVATION WORK TO THE ORCHARD, COULSON LANE, BRANDON.

14. RESOLUTION from Cllr. Mrs S Jureko. Resolution No. 130:

‘That this Council considers the installation of traffic calming measures on Thetford Road, Brandon’.

Resolution Record No. **BTC/128/05/Feb/07**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Arnold.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO PROVIDE SOME ASSISTANCE TO ENABLE CHILDREN ATTENDING THE GLADE PRIMARY SCHOOL TO SAFELY CROSS THE THETFORD ROAD, BRANDON.

15. CLERK’S MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

A further update was given on the following matters:

Honours Board: Assurance has been given by Signs 60 Limited that the work will be completed very shortly.

Traffic delays at the level crossing: Mr Steven Ashling, the Operations Manager at Ely Station will be attending the next meeting.

No further issues were raised.

16. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/129/05/Feb/07**

Proposed by Cllr. A Simmons and seconded by Cllr. G Hughes.

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

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

17. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 8 January 2007 (Public Items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/130/05/Feb/07**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 8 JANUARY 2007 BE ACCEPTED AS A TRUE RECORD.

18. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 8 January 2007 (Public Items) [LGA 1972 Sch.12].

There were no matters arising.

URGENT BUSINESS : EMPLOYMENT MATTER

CONFIDENTIAL

19. CEMETERY MATTERS

Resolution Record No. **BTC/131/05/Feb/07**

CARRIED:

THAT BRANDON TOWN COUNCIL AGREES TO ENLARGE THE CARETAKERS DEPOT BY EXTENDING THE ORIGINAL FENCE LINE BY 1.2 METRES (OPTION ONE). FURTHERMORE, THE EXISTING DOUBLE GATES TO BE REMOVED TO CREATE A NEW FENCED AREA FOR THE RUBBISH SKIP.

20. OLD SCHOOL HOUSE

CONFIDENTIAL

21. CHAIN OF OFFICE PENDANT

To receive a quotation to update the Brandon Town Council chain of office pendant.

Resolution Record No. **BTC/132/05/Feb/07**

CARRIED:

THAT THIS COUNCIL ACCEPTS THE QUOTATION RECEIVED FROM VAUGHTONS FOR THE SUM OF XXXXXXXX FOR A NEW JEWEL CENTRE TO UPDATE THE BRANDON TOWN COUNCIL CHAIN OF OFFICE PENDANT .

22. ENCROACHED LAND

CONFIDENTIAL

The meeting terminated at 9.10 pm.