

BRANDON TOWN COUNCIL

Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 3rd April 2006
At the (New) Forest School, Bury Road, Brandon.

Present: The Chairman Cllr. R Silvester, Cllr. N Vant, Cllr. P Ridgwell, Cllr. Mrs S Jureko, Cllr. Mrs M Young, Cllr. P MacLoughlin, Cllr. S Newbon, Cllr. Mrs C Silvester, Cllr. A Simmons, Cllr. S Edwards, Cllr. Mrs C Arnold (7.12 pm), Cllr. G Hughes.

Also present: Mrs C Mason (Town Clerk), Squadron Leader Jo Daniels, PC Anna Whybro and 2 members of the public.

The meeting commenced at 7.00pm.

1. APOLOGIES FOR ABSENCE

Councillor E Ashley.

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 6th March 2006 (Public items) [LGA 1972 Sch.12).

Resolution Record No. **BTC/238/03/Apr/06**

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

CARRIED: Unanimous.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6TH MARCH 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only.

Of the Full Brandon Town Council Meeting of Monday 6th March 2006 (Public items) [LGA 1972 Sch.12).

Cllr. N Vant enquired whether there had been any response from residents regarding the proposed provision of allotments at the Brandon Remembrance Playing Field. In reply, the Town Clerk said eleven confirmed applications have been received.

Resolution Record No. **BTC/239/03/Apr/06**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS.

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

No issues were raised.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Key topics raised in the report:

The Liberty Wing inducted local British community leaders and businesspersons as

'Honorary Commanders' in a formal ceremony on March 31st.
The Ramstein Air Base Band will be performing in Brandon; details to be finalised shortly.
There is to be a further deployment of personnel in September 2006.
RAF Lakenheath will be involved with the new Serious Organised Crime Agency (SOCA).
Legislation in respect of Lord's Walk will be refigured in September 2006.
Questions from Members : Cllr. N Vant asked about the role of SOCA within RAF Lakenheath. Cllr. Mrs C Arnold enquired whether Brandon was covered in the Base Emergency Plan.

7. TO RECEIVE A REPORT FROM THE POLICE

A short report was given by PC Anna Whybro: There has been a significant increase in the theft of motor vehicles within Brandon (5). However, two offenders have been caught in Thetford and have been remanded in custody.

PC Whybro was asked to comment on a complaint from a member of the public regarding dirt-track riders using the forest area behind the Mile End Lodge in Brandon. In response, PC Whybro said the problem was presently being monitored and various powers under the Road Traffic Act (seizure of nuisance bikes) may be implemented.

Points raised by Members:

The lack of police response to an incident reported by a member of the public.

Cars displaying 'For Sale' notices parked on the roadside and causing an obstruction.

Disabled bays outside Spar/Forest Heath District Council Office being used illegally.

Motorists ignoring red traffic lights.

The powers of the new Serious Organised Crime Agency.

The legalities of owning and using an Air Rifle.

All issues were noted.

The Chairman reconvened the Meeting.

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

District Councillor S Edwards said Forest Heath District Council have recently been presented with two Beacon Status Awards (Anglia Revenue Partnership and Waste Recycling Management).

Resolution Record No. **BTC/240/03/Apr/06**

At this point, the Chairman proposed that Agenda Item 13: **THETFORD ROAD BUS SHELTER** be brought forward and heard now. Seconded by Cllr. S Newbon.

CARRIED: Unanimous.

THAT AGENDA ITEM 13 OF THIS MEETING WILL NOW BE HEARD.

13. THETFORD ROAD BUS SHELTER

13.1 To discuss the current problems at the Thetford Road bus shelter.

Members discussed at length various options on how best to tackle the problem of young persons congregating at the Thetford Road bus shelter. With conflicting views on how best to proceed, Members agreed not to make any decision until further investigations are carried out.

Resolution Record No. **BTC/241/03/Apr/06**

Proposed by Cllr. R Silvester and seconded by Cllr. P MacLoughlin.

CARRIED: 6 for 6 against. The Chairman cast in favour of the motion.

THAT BRANDON TOWN COUNCIL DO NOT DEMOLISH THE THETFORD ROAD BUS SHELTER AT THIS PRESENT TIME BUT AGREE THAT FURTHER DISCUSSION IS BOUGHT BACK TO THE TABLE NO LATER THAN SIX MONTHS.

13.2 To discuss the provision of a Youth Shelter.

Resolution Record No. **BTC/242/03/Apr/06**

Proposed by Cllr. P Ridgwell and seconded by Cllr. R Silvester.

CARRIED: 7 for 5 against.

THAT BRANDON TOWN COUNCIL LOOK INTO THE COST OF PROVIDING A PURPOSE BUILT YOUTH SHELTER.

9. COUNCIL VACANCY – CO-OPTION

Mr David Bimson addressed the Town Council meeting. His CV had been previously circulated to Members.

Resolution Record No. **BTC/243/03/Apr/06**

Proposed by Cllr. Vant and seconded by Cllr. S Newbon.

CARRIED: Unanimous.

THAT MR DAVID BIMSON BE CO-OPTED TO FILL THE VACANCY ON BRANDON TOWN COUNCIL UNTIL THE NEXT ELECTIONS TO BE HELD IN MAY 2007.

The Declaration of Acceptance of Office was duly signed and Cllr. D Bimson was welcomed to the meeting.

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

a) The Chairman read out a letter received from Brandon Funeral Services.

Resolution Record No. **BTC/244/03/Apr/06**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs S Jureko.

CARRIED: 11 for 1 abstention.

THAT BRANDON TOWN COUNCIL APPROVES A REQUEST FROM BRANDON FUNERAL SERVICES FOR A SMALL PLAQUE AND ROSE BUSH TO BE SITED NEAR TO EXISTING MEMORIALS OF THIS TYPE.

Resolution Record No. **BTC/245/03/Apr/06**

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

CARRIED: 11 for 1 abstention.

THAT BRANDON TOWN COUNCIL APPROVES A REQUEST FROM BRANDON FUNERAL SERVICES FOR A MEMORIAL STONE WITH DIMENSIONS MEASURING FORTY EIGHT INCHES BY THIRTY INCHES.

b) The Chairman suggested a document received from Suffolk County Council detailing the aims of the second Local Transport Plan should be circulated to Members for discussion at the next Town Council meeting.

11. PLANNING APPLICATIONS: Notifications circulated: plans at Meeting.

Resolution Record No. **BTC/246/03/Apr/06**

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

CARRIED: 9 for 3 abstentions

THAT BRANDON TOWN COUNCIL OBJECTS TO PLANNING APPLICATION F/2006/0182/FUL RESUBMISSION OF F/2005/0946/FUL ERECTION OF A ONE AND A HALF STOREY DWELLING: LAND AT THE ORCHARD, REAR OF RATTLERS ROAD, BRANDON ON THE GROUNDS OF THE HISTORICAL VALUE OF THE SITE.

Resolution Record No. **BTC/247/03/Apr/06**

Proposed by Cllr. S Newbon and seconded by Cllr. A Simmons.

NOT CARRIED: 4 for 6 against 2 abstentions.

THAT BRANDON TOWN COUNCIL APPROVES PLANNING APPLICATION F/2006/0243/RMA SUBMISSION OF DETAILS UNDER OUTLINE PERMISSION F/97/453 FOR RESIDENTIAL DEVELOPMENT COMPRISING 45 DWELLINGS WITH VEHICULAR ACCESS. (MAJOR DEVELOPMENT): LAND OFF THETFORD ROAD, BRANDON.

Cllr. Mrs C Arnold and Cllr. Mrs M Young declared an interest in F/2006/0223/FU3 and left the room. The Members Book of Interests was duly signed.

Resolution Record No. **BTC/248/03/Apr/06**

Proposed by Cllr. S Newbon and seconded by Cllr. Mrs S Jureko.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES ENBLOC THE PLANNING APPLICATIONS HEREUNDER DESCRIBED.

F/2006/0223/FU3 Construction of multi-use synthetic sports pitch, including fencing and floodlighting, and re-laying of existing basketball court.

Brandon Leisure Centre, Church Road, Brandon

Cllr. Mrs C Arnold and Cllr. Mrs M Young returned to the meeting.

F/2006/0237/FUL Erection of extension to crop store building

Brick Kiln Farm, Brandon Fields Estate, Brandon

F/2006/0225/FUL Erection of a front conservatory

43 Pinewood Drive, Brandon

F/2006/0269/FUL Erection of a garden wall (maximum height 1.8m) and extension to existing garden wall.

1 Primrose Drive, Brandon

DECISIONS and other information from FHDC since 1st March 2006.

Planning Applications GRANTED

F/2006/0015/FUL Erection of three motel units

Valbri, London Road, Brandon

F/2005/1012/FUL Retrospective Application: Retention of 6 affordable dwellings (amended design to that approved under planning permission F/2004/0193/RMA), erection of a foul water pumping station, car parking and associated roadworks

Land off Walton Way, Brandon

Planning Application REFUSED

F/2006/0050/FUL Re-advertisement: Erection of a one-and-a-half storey dwelling with integral garage (Development affecting a Public Right of Way and Departure from the development plan)

Site at 'Greenacres', Coulson Lane, Brandon

F/2006/0012/COU Change of use of ground floor from class A1 (Retail) to Class A2 (Financial and Professional Services)

3-5 High Street, Brandon

Planning Applications WITHDRAWN

TREE PRESERVATION ORDERS / TREE REDUCTION AND REMOVAL

Cllr. A Simmons and Cllr. Mrs C Silvester declared an interest in F/2006/0187/TPO and left the room. The Members Book of Interests was duly signed.

F/2006/0187/TPO Prune lower branches (approx 5 and a half metres above ground) of 1 Horse Chestnut tree. Land adjacent to 30 & 31 Riverside Way, Brandon.

Resolution Record No. **BTC/249/03/Apr/06**

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

CARRIED: 6 for 3 against 3 abstentions.

THAT BRANDON TOWN COUNCIL SEEK THE VIEWS OF THE FOREST HEATH DISTRICT COUNCIL TREE OFFICER BEFORE COMMENTING ON APPLICATION F/2006/0187/TPO.

Cllr. A Simmons and Cllr. Mrs C Silvester returned to the meeting.

F/2006/0224/TPO Fell 1 Beech tree 68 Rattlers Road, Brandon.

Resolution Record No. **BTC/250/03/Apr/06**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL SEEK THE VIEWS OF THE FOREST HEATH DISTRICT COUNCIL TREE OFFICER BEFORE COMMENTING ON APPLICATION F/2006/0224/TPO.

F/2006/0043/TPO Removal of epicormic growth to trunk of 1 Oak tree
58 Rattlers Road, Brandon

No objections

F/2006/0174/TPO Crown lift 3 Birch trees to seven metres above ground and crown lift 1 Birch tree to five metres above ground

8 Walton Way, Brandon

No objections

11.1 To discuss and comment on the proposed recycling plant at Hockwold.

Resolution Record No. **BTC/251/03/Apr/06**

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

CARRIED: 10 for 2 against

THAT BRANDON TOWN COUNCIL ARE NOT OPPOSED TO THE OPERATIONAL SIDE OF THIS APPLICATION BUT ARE OPPOSED TO THE ADDITIONAL TRAFFIC BEING DIRECTED THROUGH NORFOLK.

A copy of the Town Council's response is to be sent to Brandon Action Group, Suffolk County Council and Forest Heath District Council.

12. ACCOUNTS

To receive and approve payments

12.1 Public Items – March 2006.

Resolution Record No. **BTC/252/03/Apr/06**

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

CARRIED: 11 for 1 abstention.

THAT PAYMENT ON THE LIST SUBMITTED FOR MARCH 2006 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Net Total	VAT
Mar-06	53.58	Unicom (phone bill)	45.60	7.98
Mar-06	2.02	Canon (copycharge old copier)	1.72	0.30
Mar-06	37.05	Finevale (fuel)	31.53	5.52
Mar-06	82.00	ABBA (association of burial authorities)	82.00	0.00
Mar-06	20.00	Not Just Flowers (bouquet for Lady Iveagh)	20.00	0.00
Mar-06	226.56	British Gas	215.78	10.78
Mar-06	6.00	J & D Green (window cleaner)	6.00	0.00
Mar-06	1,161.50	K B Leach (new lawnmower)	988.51	172.99
Mar-06	1,387.47	Glasdon (3 x seats)	1,180.83	206.64
Mar-06	1,499.27	e.on Energy (monthly energy charge)	1,275.97	223.30
Mar-06	25.00	Easton College (chainsaw course)	25.00	0.00
Mar-06	64.63	TWR & Co salaries Dec/Jan (Final account)	55.00	9.63
Mar-06	14.00	Local Council Review (annual subscription)	14.00	0.00
Mar-06	738.49	Cowan Drilling Services (water table tests)	628.50	109.99
Mar-06	35.33	Border Building Supplies	30.06	5.27
Mar-06	14.95	SALC (local council Finance publication)	14.95	0.00
Mar-06	15.50	Viking (stationery)	14.46	1.04
Mar-06	70.00	SLCC (reg. fee for CiLCA qualification)	70.00	0.00
Mar-06	99.01	Sage (renewal invoice)	84.26	14.75
TOTALS	5,552.36		4,784.17	768.19
Mar-06	512.31	A M Government Services Ltd	436.01	76.30
Mar-06	28.90	Vodafone (Town keepers phone)	25.98	3.01
		Credit received from Vodafone	-9.66	
TOTALS	6,093.57		5,246.16	847.50

12.2 Confidential Items – March 2006. (Staff Salaries/Local Gov. Pensions).
To be taken in the Confidential section of the agenda.

13. THETFORD ROAD BUS SHELTER – Appears between Items 8 and 9.

14. STREET LIGHTING

14.1 To receive quotations for the annual maintenance of street lighting stock.

Resolution Record No. **BTC/253/03/Apr/06**

Proposed by Cllr. N Vant and seconded by Cllr. S Newbon.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ACCEPT THE STREET LIGHTING MAINTENANCE QUOTATION FOR THE YEAR 2006/2007 SUBMITTED BY SUFFOLK COUNTY COUNCIL, FOR THE SUM OF NINETEEN THOUSAND SIX HUNDRED AND EIGHTY THREE POUNDS AND FIFTY TWO PENCE.

14.2 To approve the quotation for the electricity supply to the new street lights at Knappers Way and Spruce Drive.

Resolution Record No. **BTC/254/03/Apr/06**

Proposed by Cllr. N Vant and seconded by Cllr. S Newbon.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION OF FIVE HUNDRED AND SEVENTY TWO POUNDS + VAT RECEIVED FROM EDF ENERGY

FOR THE ELECTRICITY SUPPLY TO THE NEW STREET LIGHTS SITED AT KNAPPERS WAY AND SPRUCE DRIVE.

15. IDENTIFICATION CARDS FOR COUNCILLORS

Resolution Record No. **BTC/255/03/Apr/06**

Proposed by Cllr. G Hughes and seconded by Cllr. S Newbon.

CARRIED: 7 for 5 against.

THAT BRANDON TOWN COUNCIL SEEK QUOTATIONS FOR THE PROVISION OF AN IDENTIFICATION CARD FOR EACH COUNCILLOR.

16. FORMER POLICE STATION, RATTLERS ROAD, BRANDON

The Chairman, Cllr. R Silvester said he has received a number of complaints in respect of the disrepair of the former police station in Rattlers Road, Brandon. It was unanimously agreed a letter be written to Tesco requesting urgent attention be given to the site in question.

17. PUBLIC SEATING

The seat due to be sited outside No's 151 and 153 Thetford Road is now to be positioned within the Thetford Road play area.

18. FOOTPATH AT MANOR ROAD

David Barnes from the West Area Rights of Way Office will be visiting the site early next week.

19. CLERK'S MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

Honours Board: Members considered it appropriate that names of all serving Chairman in each year are included on the Roll of Honour Board.

No further issues were raised.

20. BRANDON TOWN COUNCIL'S MAJOR PROJECTS

20.1 Cemetery wall: Weather permitting, the work should be completed within two weeks.

20.2 Old School House: Plans have been submitted to Forest Heath District Council Planning Department. A copy of which is on file at the Town Council office.

21. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/256/03/Apr/06**

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

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.

Confidential Minutes
Of the Meeting of the Full Brandon Town Council
Held at 7.00pm on Monday 3rd April 2006
At the (New) Forest School, Bury Road, Brandon.

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

22. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 6th March 2006.

Resolution Record No. **BTC/257/03/Apr/06**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 6TH MARCH 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

23. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 6th March 2006.

* CONFIDENTIAL*

24. TEMPORARY LOANS TO FOREST HEATH DISTRICT COUNCIL

Resolution Record No. **BTC/258/03/Apr/06**

CARRIED:

THAT BRANDON TOWN COUNCIL REQUEST REPAYMENT FROM FOREST HEATH DISTRICT COUNCIL OF TEMPORARY LOANS NUMBERED 1703 & 1763

25. QUOTATIONS

25.1 To receive quotations for the purchase of a chainsaw and the appropriate personal protective clothing.

Resolution Record No. **BTC/259/03/Apr/06**

CARRIED:

THAT BRANDON TOWN COUNCIL ACCEPT THE QUOTATION RECEIVED FROM K. B. LEACH FOR THE PURCHASE OF A CHAINSAW AND THE APPROPRIATE PROTECTIVE CLOTHING FOR THE SUM OF £XXX + VAT

25.2 To receive quotations for the repairs to the Old School House front wall and gate.

Resolution Record No. **BTC/260/03/Apr/06**

CARRIED:

THAT BRANDON TOWN COUNCIL ACCEPT THE QUOTATION TENDERED BY PAUL LAYTON BUILDER TO REPAIR THE WALL AND GATE AT THE COUNCIL OFFICE FOR THE SUM OF £XXX.

The quotation will be forwarded to Allianz Cornhill Insurance for settlement.

25.3 To receive quotations to update the Roll of Honour Board situated in the Town Council office.

Resolution Record No. **BTC/261/03/Apr/06**

CARRIED:

THAT BRANDON TOWN COUNCIL AGREE TO THE QUOTATION RECEIVED FROM SIGNS 60 LIMITED TO UPDATE THE ROLL OF HONOUR BOARD FOR THE SUM OF £XXX + VAT.

**26. REGISTRATION OF THE LAND AT THE EAST OF THE LODE
ADVERSE POSSESSION OF LAND AT 2 VICTORIA AVENUE
GRAVEL HILL PIT, THETFORD ROAD PLAY AREA**

* CONFIDENTIAL*

27. BRANDON TOWN COUNCIL'S MAJOR PROJECTS

27.1 * CONFIDENTIAL*

27.2 To discuss the remedial work required to a section of the closed churchyard wall.
Resolution Record No. **BTC/262/03/Apr/06**

CARRIED:

THAT BRANDON TOWN COUNCIL SEEK AN ALTERNATIVE QUOTATION FOR THE REMEDIAL WORK REQUIRED TO A SECTION OF THE CLOSEDCHURCHYARD WALL AND FURTHER AGREE THAT THE LOWER OF THE QUOTATIONS BE ACCEPTED.

12. ACCOUNTS

Resolution Record No. **BTC/263/03/Apr/06**

CARRIED:

THAT PAYMENT ON THE LIST SUBMITTED FOR MARCH 2006(CONFIDENTIAL ITEMS – STAFF SALARIES/LOCAL GOV. PENSIONS) AS CIRCULATED TO COUNCILLORS IS APPROVED.

ANY OTHER BUSINESS

CONFIDENTIAL

The meeting terminated at 10.15pm.