

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting

Held on Monday 2 November 2015

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

Present: Cllr. D Bimson, Cllr. R Silvester, Cllr. P Ridgwell, Cllr. T Simmons, Cllr. G Hughes, Cllr. P MacLoughlin, Cllr. E Jacobs, Cllr. N Vant, Cllr. V Lukaniuk, Cllr. D Palmer, Cllr. L Jacobs, Cllr. P Callaghan, Cllr. I Horner, Cllr. K Butcher.

Also present: Mrs C Mason (Town Clerk), Mrs B Harding (Assistant to the Town Clerk) and eight members of the public.

The meeting commenced at 7.00pm.

1. APOLOGIES

All present.

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 5 October 2015.

Amendment to minutes: Priority Planning Meeting to replace Crime Prevention Panel.

Resolution Record No. **BTC/40/02/Nov/15**

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

CARRIED: Unanimous.

THAT THE AMENDED MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF THE 5 OCTOBER 2015 BE ACCEPTED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only of the Brandon Town Council Meeting of Monday 5 October 2015.

A question was raised regarding the new Brandon website; location of grit bins; Solar Farm; an information board at the Anglo-Saxon mound on the Brandon Remembrance Playing Fields (DB to action).

The Chairman reminded members for the need to respect each other and behave in an orderly manner for the duration of the meeting.

5. PUBLIC FORUM

Matters raised included the successful Halloween evening; councillor contact details on the website not all correct; street lights in the old library car park on 24 hours; an enquiry whether a Healthy Living Centre would ever be built in Brandon; trimming of the churchyard trees overhanging the sheltered housing complex; thank you to the Carnival Committee for the High Street flags; concerns that the trees in the churchyard are not to be trimmed on a three year cycle (as advised by the Tree Officer); three streetlights in George Street car park not working; update on the insurance claim for the two trees demolished by a traffic accident.

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6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Squadron Leader Neilds said night flying would be taking place in earnest throughout November. Due to interrupted traffic flow in the coming week, there will be unavoidable queues at Gate 1. Questions included the likelihood of Lord's Walk re-opening; the one night level crossing closure at Lakenheath.

7. TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Due to a shortage of places, Cllr. R Silvester stressed the importance for parents to register for their choice of school. A question was asked what Suffolk County Council were doing about the problem? In response, Cllr. Silvester said he was endeavouring to get money for school extensions. Cllr. P Ridgwell reported the stone murals from the old Community Centre were now safely stored at Brandon Country Park; his vote against the proposed Forest Heath District Council charge for brown bins. Cllr. G Hughes reported on the recent Parish & Town Forum. It was evident from the meeting, lesser sized communities were heavily involved in local projects but not Brandon. Why?

8. URGENT BUSINESS

There were no matters of urgent business.

9. ACCOUNTS

9.1 Resolution Record No. **BTC/41/02/Nov/15**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR
OCTOBER 2015.

Date	Amount	Supplier	Chq No	Net	Vat
Oct-15	252.00	SALC	104901	210.00	42.00
Oct-15	48.00	Graham Smith	104902	40.00	8.00
Oct-15	54.00	J & D Green	104903	54.00	
Oct-15	40.60	Ian Smith	104904	33.83	6.77
Oct-15	235.35	Finevale Services	104905	196.12	39.23
Oct-15	8.34	Cooleraid	104906	6.95	1.39
Oct-15	2733.60	Queensbury Shelters	104907	2278.00	455.60
Oct-15	960.00	Broxap	BACS	800.00	160.00
Oct-15	246.32	Fengate Fasteners	104908	205.27	41.05
Oct-15	132.87	Travis Perkins	104909	110.72	22.15
Oct-15	66.10	Chase Timber	104910	55.09	11.01

10. RESOLUTION from Cllr. D Bimson No. 157

'That Brandon Town Council reviews the position of Town Monitors.'

As the resolution did not contain enough information, this agenda item will be bought back to the table at the next meeting with fuller details.

11. RESOLUTION from Cllr R Silvester, Cllr. P Ridgwell, Cllr. G Hughes No. 158.

'That Brandon Town Council brings back to the table for further discussion the motion to cut back a number of trees along The Avenue standing on private land.'

Resolution No.158 was challenged as a point of order. Following a heated debate, it was proposed by Cllr. R Silvester and seconded by Cllr. T Simmons 'That with no correspondence or paperwork

Signed.....


having been received from the contractor, Brandon Town Council has no financial liability for the work carried out to a tree on private property in Victoria Avenue'. Prior to a vote being taken and without the Chairman's permission, Cllr. N Vant declared this proposition illegal and left the Chamber (8.05pm) Cllrs. Palmer, Callaghan, Ridgwell, E Jacobs, Hughes, Jacobs, Horner, Lukaniuk also left the room (8.05pm) without the Chairman's permission. No vote was taken. Members returned at 8.15pm. The Chairman informed the meeting, legal advice on this matter had been received from NALC and further discussion on this item would be brought up in the confidential section of the meeting.

12. RESOLUTION from Cllr. T Simmons No 159

'That Brandon Town Council resolves to report Cllr. V Lukaniuk to the Standards Committee for a breach of the code of conduct.'

Withdrawn until the next meeting.

13. TOWN COUNCILLOR REPORTS

Resolution Record No. **BTC/42/02/Nov/15**

Proposed by Cllr. I Horner and seconded by Cllr. T Simmons.

CARRIED: 12 for 1 against.

THAT BRANDON TOWN COUNCIL AGREES FOR WRITTEN REPORTS FROM THOSE COUNCILLORS WHO SIT ON OUTSIDE BODIES TO BE PROVIDED IN ADVANCE AND CIRCULATED WITH THE FULL COUNCIL AGENDA.

14. RESOLUTION from Cllr. P Callaghan No 160

'That Brandon Town Council resolves to explore the option of establishing a Neighbourhood Plan'.

Resolution Record No. **BTC/43/02/Nov/15**

Proposed by Cllr. P Callaghan and seconded by Cllr. I Horner.

CARRIED: Unanimous.

THAT BRANDON TOWN AGREES TO EXPLORE THE OPTION OF ESTABLISHING A NEIGHBOURHOOD PLAN.

Cllr. N Vant, Cllr. G Hughes, Cllr. P Callaghan, Cllr. D Bimson, Cllr. I Horner to form a working party and report back at the next meeting.

15. DIGITAL VOICE RECORDER

Resolution Record No. **BTC/44/02/Nov/15**

Proposed by Cllr. D Bimson and seconded by Cllr. G Hughes.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE PURCHASE OF A DIGITAL VOICE RECORDER FOR THE SUM OF ONE HUNDRED AND THIRTY SIX POUNDS.

16. CHRISTMAS FAYRE

16.1 To approve the quotation received for the Christmas tree and Old School House lights.

Resolution Record No. **BTC/45/02/Nov/15**

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

CARRIED: 11 for 1 against 1 abstention.

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THAT BRANDON TOWN COUNCIL APPROVES THE QUOTATION RECEIVED FROM RAY LAKE FOR THE CHRISTMAS TREE AND OLD SCHOOL HOUSE LIGHTS.

16.2 To draw up a list of helpers for the Christmas Fayre.
Cllr. G Hughes, Cllr. I Horner, Cllr. T Simmons, Cllr. V Lukaniuk, offered their help at the forthcoming Christmas Fayre.

17. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/46/02/Nov/15**

Proposed by Cllr. R Silvester 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: CONTRACT.

With no further business the meeting closed at 9.15pm.

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BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
Held on Monday 7 December 2015

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

Present: Cllr. D Bimson, Cllr. R Silvester, Cllr. P Ridgwell, Cllr. T Simmons, Cllr. G Hughes, Cllr. P MacLoughlin, Cllr. N Vant, Cllr. V Lukaniuk, Cllr. D Palmer, Cllr. P Callaghan, Cllr. I Horner.

Also present: Mrs C Mason (Town Clerk), Mrs B Harding (Assistant to the Town Clerk) and five members of the public.

The meeting commenced at 7.00pm.

The Chairman reminded members for the need to conduct the meeting with dignity to each other.

1. APOLOGIES

Cllr. K Butcher.

Non-attendance: Cllr. L Jacobs, Cllr. E Jacobs.

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 2 November 2015.

The following amendment was made under Matters Arising: Brandon website - to include the wording 'patchy agendas, patchy archived minutes and absence of Register of Interests on the website'.

Agenda item 16 should have included a request to look into permanently keeping the Old School House Christmas lights in situ. An agenda item for the next meeting.

Resolution Record No. **BTC/49/07/Dec/15**

Proposed by Cllr. T Simmons and seconded by Cllr. R Silvester.

CARRIED: Unanimous.

THAT THE AMENDED MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF THE 2 NOVEMBER 2015 BE ACCEPTED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only of the Brandon Town Council Meeting of Monday 2 November 2015. In relation to agenda item 11, Cllr. T Simmons asked those councillors who left the room without the Chairman's permission to justify their actions. In response, councillors felt the proposition put forward 'not to accept financial liability for the work carried out to a tree on private property in Victoria Avenue' was illegal and consequently felt they did not want to take part in the vote. Other matters raised included the non-working street lights in George Street car park and outside The Flintknappers, the street lights in the old library car park on 24 hours (all reported); concerns that with the meetings now recorded, any discussions during the confidential section of the meeting could be compromised (the recorder will be locked in the safe and the transcript deleted following the approval of the minutes); grit delivery and bins (imminent); update on the Anglo Saxon information board at the BRPF (DB to action); the two trees demolished by a car on London Road (due to lack of response by the driver of the vehicle, a claim has been

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submitted to the Small Claims Court). A question was asked whether the town council were in fact responsible for these particular trees as they abutted the Highway (to be investigated); the reason why the Brandon Flint Murals are currently being housed at the Ancient House Museum (only on loan whilst the Heritage Centre is shut for the winter period).

Agenda item 6 was now heard:

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Squadron Leader Neilds said Gate 1 will be closed this weekend; a security breach at Gate 8 was a false alarm but did result in the A1065 being closed for a while. Apologies were given for the inconvenience.

5. PUBLIC FORUM

Matters raised included the very muddy bridleway at the junction of Small Fen Lane / Chalk Road and the environmental issue of oil in puddles at the same location (land owner to be contacted); a thank you to the Town Clerk and her assistant for ensuring the success of the Christmas Fayre (costs for the fireworks were met by donations); compliments on both the Cemetery and Victoria Avenue; horticultural work to the cemetery trees (Tree Officer to provide a written report). Other issues raised included the inability to access the Brandon website (LCPAS to be contacted); the town clock timing problem (a pendulum regulator to be purchased from Cllr. Silvester's locality budget); discussions relating to the relocation of the Heritage Centre (no decisions have yet been made by the Trustees); blocked drains and soakaways in Brandon (for the most part rectified); completion of general horticultural work to the trees in Victoria Avenue (VL); a request to see the audit paperwork for the Brandon Remembrance Playing Fields end of year accounts (VL).

7. TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Cllr. R Silvester reported he had attended a Graduation Ceremony at IES Breckland School with over thirty pupils going on to higher education. Furthermore, a donation from Cllr. Silvester's locality budget of £1000 is to be given to the school towards the Duke of Edinburgh Award Scheme. Cllr. P Ridgwell said he felt Brandon was lacking facilities for holding private functions and considered a village hall to be a necessity. It was pointed out by members, the Leisure Centre, Royal British Legion, Brandon Social Club were all suitable and available for holding all types of events. Due to the Government subsidy being scrapped in the next financial year, a £40 brown bin tax will be imposed by Forest Heath District Council on residents wishing to keep their brown bins. Cllr. Ridgwell said he had voted against the proposal.

Cllr. P Macloughlin left the meeting at 7.55pm.

8. URGENT BUSINESS

Two matters of urgent business were raised by the Chairman:

a) The Christmas lights on Market Hill and along the High Street were once again an impressive feature of the town b) The Brandon Poors Estate needed one additional Trustee. Cllr. G Hughes agreed to fill the position.

9. ACCOUNTS

Resolution Record No. **BTC/50/07/Dec/15**

Proposed by Cllr. T Simmons and seconded by Cllr. R Silvester.

CARRIED: Unanimous.

Signed.....

THAT BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR NOVEMBER 2015.

Date	Amount	Supplier	Chq No	Net	Vat
Nov-15	28.83	Chase Timber	104915	24.03	4.80
Nov-15	259.20	Fengate Fasteners	104916	215.99	43.21
Nov-15	27.58	Tindalls	104917	22.99	4.59
Nov-15	14.00	J & D Green	104918	14.00	
Nov-15	99.49	Finevale Services	104919	82.91	16.58
Nov-15	1246.80	Door Services Plus	BACS	1039.00	207.80
Nov-15	48.00	Graham Smith	104920	40.00	8.00
Nov-15	157.09	Travis Perkins	104921	130.91	26.18
Nov-15	163.20	Ian Smith	104922	136.00	27.20
Nov-15	222.67	Arco	104923	185.56	37.11
Nov-15	3795.23	FHDC	104924	3795.23	
Nov-15	300.00	Heathen Band	104925	300.00	

10. RESOLUTION from Cllr. D Bimson No. 161

'That Brandon Town Council resolves to remove the positions of Town Monitors and all Councillors take on that responsibility.'

The statutory three signatures were obtained to bring this item back to the table.

Resolution Record No. **BTC/51/07/Dec/15**

Proposed by Cllr. D Bimson and seconded by Cllr. R Silvester.

NOT CARRIED: 6 against the resolution 4 in favour of the resolution.

THAT BRANDON TOWN COUNCIL RESOLVES TO REMOVE THE POSITIONS OF TOWN MONITORS AND ALL COUNCILLORS TAKE ON THAT RESPONSIBILITY.

Furthermore, it was reiterated that any issues relating to the general upkeep and appearance of the town should in the first instance, be reported to the Clerk. (Resolution Record No. BTC/20/06/Jul/15).

11. NEIGHBOURHOOD PLAN

Resolution Record No. **BTC/52/07/Dec/15**

Proposed by Cllr. P Callaghan and seconded by Cllr. G Hughes.

CARRIED: Unanimous.

THAT FOLLOWING A REPORT FROM THE MEETING OF THE WORKING PARTY HELD ON THE 2ND NOVEMBER 2015, BRANDON TOWN COUNCIL AGREES NOT TO PROGRESS THE IMPLEMENTATION OF A NEIGHBOURHOOD PLAN FOR BRANDON.

12. RESOLUTION from Cllr. P Callaghan No 162

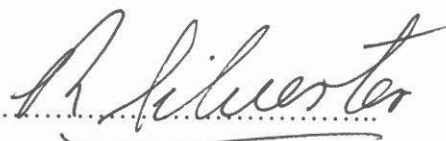
'That Brandon Town Council resolves to establish a working party to consider suggestions for town improvements'.

Resolution Record No. **BTC/53/07/Dec/15**

Proposed by Cllr. P Callaghan and seconded by Cllr. G Hughes.

CARRIED: Unanimous.

Signed.....



THAT BRANDON TOWN COUNCIL RESOLVES TO ESTABLISH A WORKING PARTY TO CONSIDER SUGGESTIONS FOR TOWN IMPROVEMENTS.

Cllr. P Callaghan, Cllr. T Simmons, Cllr. N Vant, Cllr. I Horner, Cllr. G Hughes were appointed to the working party.

13. RESOLUTION from Cllr. G Hughes No. 163

'That Brandon Town Council resolves to investigate the procurement of funds for civic purposes'.

Resolution Record No. **BTC/54/07/Dec/15**

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

CARRIED: Unanimous.

THAT COUNCILLOR GEOFF HUGHES BE APPOINTED TO INVESTIGATE THE PROCUREMENT OF FUNDS FOR CIVIC PURPOSES.

14. MEETING DATES

To approve the list of meeting dates for 2016/17.

Contents noted and approved.

15. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/55/07/Dec/15**

Proposed by Cllr. G Hughes and seconded by Cllr. N Vant.

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: CONTRACT.

With no further business the meeting closed at 8.54pm.

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