

Brandon Town Council
Full Council Meeting
Monday 12th July 2021

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held at the Church Institute, London Road, Brandon on Monday 12th July 2021 at 7pm

Present: Cllr S Annear, Cllr L Atkins, Cllr B Brabbs, Cllr S Corciulo, Cllr P Etherington,
Cllr J Hughes, Cllr V Lukaniuk, Cllr D Moore, Cllr D Palmer, Cllr P Ridgwell, Cllr N Vant,
Cllr P Wittam

In the absence of Cllr Skinner (Chair) Cllr Etherington chaired the meeting.

Also Present: 8 members of the public.

- 1 **APOLOGIES** for absence and approval of reasons tendered.
Cllr S Skinner, Cllr J Lloyd-Blackwell.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.
Cllr P Wittam – Non-pecuniary interest – item 17, Cllr D Moore – Non-pecuniary interest – item 16,
Cllr J Hughes – Non-pecuniary interest – item 13.
- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**
Sqn Ldr Geary introduced himself to the Councillors and assembled public. He stated that he had thirty year's experience within the RAF, his last posting being RAF Marham being involved with the introduction of the F35-A type aircraft to the base. It is his intension to prepare an information and presentation pack to Brandon Town Council regarding the work taking place at RAF Lakenheath. Sqn Ldr Geary then invited any questions from the Council. Cllr Wittam reminded the Sqn Ldr of the negotiated agreement regarding contractors not transporting aggregate through Brandon. The Sqn Ldr confirmed he was aware of the agreement. Cllr Lukaniuk confirmed he attended the ceremony at RAF Mildenhall commenting that the servicemen were immaculately presented. Cllr Etherington thanked Sqn Ldr Geary for attending the meeting and looked forward to his input at future meetings.
- 4 **TO RECEIVE, CONFIRM AND SIGN MINUTES**
- Of the Brandon Town Council Meeting of Monday 14th June 2021.
Proposer: Cllr N Vant
Seconder: Cllr L Atkins
Resolution Record No: **BTC/46/12/Jul/21**
CARRIED: By majority vote: 10 for, 2 abstentions.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 14TH JUNE 2021 BE APPROVED.

Signed.....

5 MATTERS ARISING for information exchange only of the Full Council Meeting of 14th June 2021.

Cllr Lukaniuk gave a verbal report from the last meeting that most pupils attending IES lived within the three-mile catchment area and that the double yellow lines parking restrictions were proving successful. He is in regular contact with the head teacher at IES regarding these subjects.

Cllr Lukaniuk suggested that for the Queens Platinum Jubilee Brandon plants a tree on Victoria Avenue in the space where one is currently missing, he also suggested a plaque commemorating the event. He is still waiting to hear from Network Rail regarding the Brandon signal box.

Cllr Lukaniuk passed contact details to Cllr Etherington for Charles Baker being charles.baker@networkrail.co.uk. Cllr Lukaniuk informed Council that Suffolk Fire and Rescue had received new fire engines.

Cllr Wittam outlined a complaint which had been made to West Suffolk regarding his behaviour at the previous meeting. He stated that no mention of this incident appeared in the minutes of that meeting. He further stated that as no mention was made by the Chair the incident did not happen. Cllr Ridgwell requested further information regarding the Suffolk Welcome Back Fund. The Chair informed Cllr Ridgwell that the Council had made a bid for substantial funds but at this time had not had a reply. He then stated that it was days after the last meeting when the grass was finally fully cut. Cllr Vant informed Council that the weeds growing at the junction of the path and road are the responsibility of Suffolk County Council. Cllr Moore stated it took a further two weeks for them to cut Wellington Close albeit very badly. Cllr Etherington confirmed that the West Suffolk grass cutting schedule had been distributed to all members of the meeting.

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

Cllr Lukaniuk asked Councillors if they had confidence in our M.P. Matt Hancock. Cllr Wittam made a further statement regarding recent events involving Matt Hancock stating, "how can we have any respect for this man." Cllr Vant stated that these statements were not appropriate for this meeting. Cllr Etherington insisted that if anyone had issue with our local M.P. they should write a personal letter and demonstrate their objection at the next election.

7 TO RECEIVE WRITTEN REPORTS from County, District and Town Councillors and Community Groups Representatives.

Cllr Palmer's report was received in writing as requested.

Cllr Lukaniuk declined to submit a written report and offered a verbal one only. A heated discussion ensued between the Chair and Cllr Lukaniuk. He then stated that the drain cover adjacent to number 203 London Road had been replaced. The footpath by number 32 London Road had been completed and the sink hole outside the old bingo hall had been filled. He reported that the footpath outside number 18 London Road was due for resurfacing shortly.

Cllr Wittam proceeded to give a verbal report also but was challenged by the Chair for doing so. Cllr Wittam retorted that he intended to continue to provide a verbal report as the instruction for written reports only had not been validated. Cllr Etherington replied that as they were reading from written notes, why could we not have the information in written form. Cllr Wittam refused the request and stated his intention to continue with a verbal report.

Cllr Annear stated that it makes sense for reports to be written so Councillors can read and prepare questions prior to the meeting. Cllr Vant stated that two members that object to the meeting being prolonged were the ones that were holding up the proceedings.

Signed.....

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The meeting was suspended at 7.29pm by the acting Chair due to uproar caused by Cllr Lukaniuk and Cllr Wittam.

A resident made an impassioned statement regarding the behaviour of Councillors Wittam and Lukaniuk at the last meeting and this. They stated that they were disgusted at the treatment of a fellow Councillor. They further added that you should not come into the Council Chamber to assassinate the character of fellow Councillors.

The local Rector stated that they were embarrassed by the petty arguments.

Another member of clergy read a letter referring to the meeting of 14th June where they witnessed various instances of bullying and personal attacks on a Councillor.

Cllr Annear commented as a new Councillor she did not expect one Councillor to have a go at another.

Cllr Corciulo asked for those attending the meeting to calm down and that he supported Councillors Lukaniuk and Wittam.

The Chair reconvened the meeting at 7.38pm.

8 TO RECEIVE WRITTEN REPORT from the Town Clerk.

Report was received.

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

Proposer: Cllr B Brabbs

Seconder: Cllr L Atkins

Resolution Record No: **BTC/47/12/Jul/21**

CARRIED: Unanimous

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

A member of the public asked if Council could arrange for a sharps bin which could be attached to the Church Institute. They also stated that the access road from the back entrance of the Church Institute as constructed is unsuitable for use by vehicles.

A resident stated that the proposal for parking at the orchard was not a suitable use for the area.

Another resident stated that a planning application had been received for a 5G telephone mast in Weeting. The application for seventy-four dwellings in Methwold Road in Weeting is still waiting. They informed Council that any further appeals for the development of the crematorium would not be allowed. They further stated that the cost of moving the signal box would be in excess of one million pounds and is therefore not viable.

A further resident stated that the disruption during the Council meeting was disgusting and queried if this was the reason that little happened in Brandon.

Cllr Palmer reported to the meeting that there are at least two major projects being undertaken in Brandon in the near future, these being the establishment of a permanent skate park and the redevelopment of the children's play area.

Another member of the public informed Council of the current situation regarding the proposed redevelopment of the Brandon Town Council play area on B.R.P.F. They stated that other areas have much better facilities than Brandon and this redevelopment is long overdue. They said that at this time no match funding was currently available. They requested that Brandon Town Council supports and gets behind this project.

Another resident stated that Weeting Parish Council sits united.

Signed.....

THE VICE CHAIRMAN RECONVENED THE MEETING.

Due to the earlier disruption of the meeting Cllr Palmer was unable to take questions on his written report therefore the Chair indulged Cllr Palmer to be able to take questions re item 7.

Cllr Lukaniuk requested some more details about the development of the new hub at Bury St Edmunds. Cllr Palmer replied that he had attended a meeting of West Suffolk Council at Newmarket to receive details of the development which initial estimates costed at between fifty and ninety million pounds. The objective of the project is to bring all services under a single roof. Cllr Palmer informed the meeting that four Councillors had voted against the development. Cllr Wittam added that the project could reach two hundred million pounds.

Cllr Etherington asked Cllr Palmer if there was any news regarding the provision of all day parking in Brandon. Cllr Palmer stated he had not had any reply in the matter. Cllr Vant added that looking out the door the bingo hall site looks more like a car park. Cllr Palmer replied that some months ago he took officers from West Suffolk Council around Brandon to show them the obvious sites which could be used for car parking but was advised they do not have any money. Cllr Etherington added that Brandon gets little in the way of facilities, she being aware that in other areas health workers and other essential personnel receive parking permits.

Cllr Wittam informed Council that there is a change happening at West Suffolk and whilst attending the opening of the friendly bench the Deputy Chair of West Suffolk was taken on a tour of Brandon to show him many of the issues in Brandon.

Cllr Annear queried the time period allowed in the library car park which she took as being a three-hour limit. She asked if people working within the town could be issued with parking permits.

Cllr Lukaniuk confirmed he had pleaded with West Suffolk to issue permits for Brandon Town Council staff but was told this was not possible. He had also requested parking permits for those working on the friendly bench, but they would not issue permits.

Cllr Ridgwell commented that we need to go back to 2019 and the all-day seven-day week parking. He had requested permits for the staff working at the Post Office in the High Street, but nothing had resulted from this request. Cllr Palmer stated that twenty-four-hour parking was problematical, twelve-hour parking maybe possible.

Cllr Wittam informed Council that there was supposed to be a twelve-month review of the car parking in Brandon however Covid has postponed that. A review will be happening in the near future. He asked that all members of the Brandon public make comment on the West Suffolk website regarding the issue of car parking.

10 CORRESPONDENCE

- Suffolk County Council – Availability of Street Lighting Equipment for BTC owned lights – information was received.

11 ACCOUNTS To approve the payments for June 2021.

Cllr Ridgwell queried a payment and was answered by Cllr Etherington. Cllr Vant queried what is being done to reduce the payment to Cranberry Communications. The Clerk confirmed that arrangements are being made to reduce the monthly license fee by reducing the services which are purchased.

Signed.....

Brandon Town Council
Full Council Meeting
Monday 12th July 2021

Proposer: Cllr L Atkins

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/48/12/Jul/21**

CARRIED: By majority vote: 11 for, 1 abstention

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
08/06/2021		Mangles P & D	Deposit for P & D at OSH	£1,000.00	£0.00	£1,000.00	BACS
14/06/2021	2021/003	Church Institute	Hire of Hall for Council Meet.	£60.00	£0.00	£60.00	BACS
25/06/2021		CMS		£45.00	£0.00	£45.00	BACS
22/04/2021	1156033012	Trade UK	Paint/Brushes for Planters	£46.62	£9.32	£55.94	Direct Debit
29/04/2021	1158217722	Trade UK	Parts to Erect Notice Brd. OSH	£21.09	£4.22	£25.31	Direct Debit
07/05/2021	274327	Corona Corporate Sols.	Photocopier - Copies	£177.45	£35.49	£212.94	Direct Debit
14/05/2021		I.C.O.	GDPR Registration	£35.00	£0.00	£35.00	Direct Debit
17/05/2021	H19D965C8	E.ON	Electric OSH	£74.08	£3.70	£77.78	Direct Debit
27/05/2021	H19E440F01	E.ON	Electric Cemetery Yard	£10.80	£0.54	£11.34	Direct Debit
29/05/2021	H19E728AF1	E.ON	Electric Pillar 8 Market Hill	£13.24	£0.66	£13.90	Direct Debit
29/05/2021	H19E687858	E.ON	Electric Pillar 9 Market Hill	£4.57	£0.23	£4.80	Direct Debit
07/06/2021	H19EEBCD49	E.ON	Electric New Yard	£87.08	£4.35	£91.43	Direct Debit
15/06/2021	H19F64D85F	E.ON	Electric OSH	£91.58	£4.58	£96.16	Direct Debit
20/05/2021	962712042	British Gas	Gas OSH	£78.00	£3.90	£81.90	Direct Debit
21/05/2021	M042 22	BT	Phone OSH	£39.50	£7.90	£47.40	Direct Debit
22/05/2021	M018 NC	BT	Phone OSH	£19.74	£3.95	£23.69	Direct Debit
01/06/2021	115831	Cranberry Comms.	Microsoft 365 Subscription	£159.80	£31.96	£191.76	Direct Debit
01/06/2021		Creative Pension Trust	Pensions	£320.51	£0.00	£320.51	Direct Debit
18/06/2021	1021391	Everflow	Water OSH	£17.21	£0.00	£17.21	Direct Debit
28/06/2021	1143729	West Suffolk Council	Trade Waste	£69.60	£0.00	£69.60	Direct Debit
31/05/2021	6210288436	Lyreco UK Ltd	Stationery - Paper/Envelopes	£42.44	£8.49	£50.93	BACS
01/06/2021	253176	J & D Green	Cleaning Windows OSH	£20.00	£0.00	£20.00	BACS
28/06/2021	107555	J & D Green	Cleaning Windows OSH	£20.00	£0.00	£20.00	BACS
29/06/2021	107558	J & D Green	Cleaning Bus Shelters	£50.00	£0.00	£50.00	BACS
07/06/2021	217126	Fengate Fasteners	PPE, Tools, Christmas Light.	£86.61	£17.32	£103.93	BACS
03/06/2021	K26754	Ernest Doe & Sons Ltd	Strimmer Spare Parts	£102.24	£20.45	£122.69	BACS
10/06/2021	K27151	Ernest Doe & Sons Ltd	Mower Belt	£39.29	£7.86	£47.15	BACS
08/06/2021	1897	Blazetech Fire	Annual Fire Ext. Service	£251.00	£50.20	£301.20	BACS
17/06/2021	1085318517	Stannah Lift Services Ltd	Quarterly Lift Service	£116.67	£23.33	£140.00	BACS
19/06/2021	R7765/LOR	Ray Tuttle Lift Sers. Ltd	6 Month LOLER - Lift Inspet.	£92.50	£18.50	£111.00	BACS
22/06/2021	62546	Blademaster	Servicing of Mower Blades	£15.00	£3.00	£18.00	BACS
24/06/2021	24921	S.A.L.C.	Councillor Training - P.E.	£25.00	£5.00	£30.00	BACS
26/06/2021	AA37422	Ayentee Accountancy	Internal Audit	£750.00	£150.00	£900.00	BACS
30/06/2021		Mr G Cock	Exps - Zoom, Training A.Barnes	£74.96	£0.00	£74.96	BACS
30/06/2021	20210000609	Finevale Service Station	Fuel	£202.25	£40.45	£242.70	BACS
05/07/2021		HMRC	NICS	£1,782.86	£0.00	£1,782.86	BACS

12 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR MAY 2021

The Income and Expenditure Statement against Budget for May 2021 was received.

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13 GRANT APPLICATION discussion to consider S137 grant from Brandon Festival.

Cllr Lukaniuk raised a number of queries regarding this request. Cllr Hughes informed Council that the funding requested is to cover the licence and insurance of the event. Cllr Etherington commented that she felt the cost of the insurance sounded very cheap. Cllr Lukaniuk queried the issue of bringing numerous people together in one place given the current circumstances in the U.K. He stated that previous sums paid to Brandon Festival did not appear in the accounts.

Cllr Etherington confirmed that the previous payment of approximately £1000 would not show in the accounts before Council at this time, as the payment was made in the previous accounting year. A resident confirmed that the amount given to Brandon Festival was used wholly for the provision of a skating rink on Market Hill. Cllr Etherington confirmed that it is not a statutory requirement of local Council to provide entertainment, but they may do if so inclined. The Clerk stated that the grant would be made as an S145 grant under the Local Government Act 1972. Cllr Wittam requested that the Brandon Festival Group fully report back to Council regarding the outcome of the Festival. Cllr Etherington reinforced this statement by adding that any recipient of any Council grant should provide their accounts and report back after the event. They should also return any money not spent on the subject of the grant.

Proposer: Cllr P Wittam

Seconder: Cllr D Palmer

Resolution Record No: **BTC/49/12/Jul/21**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE GRANT APPLICATION FROM BRANDON FESTIVAL FOR £525.

14 TO DISCUSS, formulate and comment on Planning Application SCC/0048/21F – IES Breckland.

Cllr Wittam stated that he hoped that no one round the Council table would have any objections to this worthwhile project. Cllr Etherington stated she would like to add that provisos to the application in that she was aware of some issues with trees backing onto Seymour Avenue required regular maintenance which had been lacking and the school review the set down and pick up times of pupils as this also creates some problems. Cllr Wittam added that in the U.S.A. they varied their start times of pupils to avoid these issues.

The Council unanimously voted to support this planning application with the afore mentioned provisos to be considered.

15 NINE STILES WALK date, time meeting place and a Councillor volunteer to help lead the walk with Ali Barnes, Town Keeper.

Cllr Etherington asked Mrs Barnes (member of public present) if she had set any dates for this walk. Mrs Barnes had outlined late August. A discussion ensued with the date of the 22nd August being decided upon. The walk being planned to start at 2pm from the Orchard. Cllr Wittam and Cllr Atkins both volunteered to assist and to take part in the walk. Cllr Ridgwell commented on the condition of the walk. It was confirmed that the maintenance had been programmed to take place this week.

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16 RESOLUTION from Cllr L Atkins No. 388

Brandon Town Council resolves to support the fund raising by Mark Skinner, in memory of Liam Hills, to remove and replace Brandon Council's B.R.P.F. playground equipment.

Cllr Etherington stated that approval of Brandon Town Council would be required to remove the existing playground equipment and to erect a new scheme. A resident stated that due to generous local donations they have nearly £10,000 raised already.

He further added that this effort has been recognised both in Brandon but also the wider area with involvement from organisations in Bury St Edmunds offering assistance. A diagram showing a costed layout was included in the agenda pack and this was received favourably.

A budget cost of approximately £100,000 including removal of the existing equipment, laying safety surface and installing numerous items of play equipment, as shown on the included diagram.

Cllr Etherington asked the members of the Council to agree to allocate substantial funding for this project.

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/50/12/Jul/21**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO SUPPORT THE FUND RAISING BY MARK SKINNER, IN MEMORY OF LIAM HILLS, TO REMOVE AND REPLACE BRANDON COUNCIL'S B.R.P.F. PLAYGROUND EQUIPMENT.

17 RESOLUTION from Cllr P Etherington No. 389

Brandon Town Council resolves to instruct the Town Clerk to take up the offer of a 30-day free HugoFox website trial.

Cllr Etherington outlined the proposal and suggested that Councillors refer to the Swaffham Town Council website which demonstrated what Hugofox can offer. She stated that the content will not necessarily be as shown. Cllr Etherington added that a link to the planning portal can be added to relieve a task from the office. Cllr Wittam claimed that the structure of the Hugofox website is exactly the same as that being currently used by Brandon Town Council. He further informed Council that the source code is identical to that currently employed in the existing website.

Seconder: Cllr D Moore

Resolution Record No: **BTC/51/12/Jul/21**

CARRIED: By majority vote: 8 for, 1 against, 2 abstentions, 1 not voting due to a declared interest.

BRANDON TOWN COUNCIL RESOLVES TO INSTRUCT THE TOWN CLERK TO TAKE UP THE OFFER OF A 30-DAY FREE HUGOFOX WEBSITE TRIAL.

18 RESOLUTION from Cllr D Palmer No. 390

Brandon Town Council resolves to commit to 5% of the cost of Brandon's new skate park.

This is to be built on land belonging to B.R.P.F.

Cllr Etherington asked Cllr Palmer if the trustees of B.R.P.F. will be maintaining this facility.

Cllr Palmer replied that the land will be owned by B.R.P.F. but the site will be run by a group comprising of interested parties and users of the skate park. Cllr Palmer described the construction of the facility which will allow access to all abilities. The area will be fenced and floodlit. He listed

Signed.....

those people who will be involved in the operation. Cllr Etherington queried who will be paying for the electricity for floodlighting the area. Cllr Palmer replied that whilst the ground belonged to B.R.P.F. all running costs will be paid for by the skate park group, no further costs will be incurred by Brandon Town Council. Cllr Lukaniuk suggested that this project is not rushed into and should be precepted for in the coming budget. A short discussion ensued regarding the BMX track that was abandoned.

Cllr Etherington suggested that the resolution should read that Brandon Town Council commits to supporting financially the concept of the Brandon skate park, subject to seeing final detail and costing.

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/52/12/Jul/21**

CARRIED: Unanimous

BRANDON TOWN COUNCIL COMMITS TO SUPPORTING FINANCIALLY THE CONCEPT OF THE BRANDON SKATE PARK, SUBJECT TO SEEING FINAL DETAIL AND COSTING.

19 RESOLUTION from Cllr V Lukaniuk No. 391

Brandon Town Council resolves to allow shop keepers to park at 'The Orchard' in Coulson Lane, (southern perimeter only.)

Cllr Etherington informed Council that following close examination of the deeds for The Orchard it revealed that use for parking would not be permissible. Cllr Vant raised a point of order and stated that it would not be proper for Council to vote on a subject which would not be permissible under the terms of the deeds. Cllr Lukaniuk stated he had not seen the deeds therefore wanted to proceed with the debate. Cllr Vant made his copy of the deeds available for him to read. Cllr Lukaniuk withdrew the resolution having seen the deeds.

20 REVIEW OF INVENTORY OF LAND AND ASSETS

Cllr Etherington drew the attention of the Councillors to the enclosed inventory which she stated was to be Confidential and not made generally available. This was accepted by Council as a true record.

21 RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

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.

Proposer: Cllr N Vant

Seconder: Cllr L Atkins

Resolution Record No: **BTC/53/12/Jul/21**

CARRIED: Unanimous

Signed.....

Brandon Town Council
Full Council Meeting
Monday 12th July 2021

BRANDON TOWN COUNCIL

Confidential Minutes
of the Full Brandon Town Council Meeting
held at the Church Institute, London Road, Brandon on Monday 12th July 2021 at 7pm

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

22 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 14th June 2021.
Cllr Etherington noted the minor amendment resulting from a typo.
Proposer: Cllr P Etherington
Seconder: Cllr V Lukaniuk
Resolution Record No: **BTC/54/12/Jul/21**
CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 14TH JUNE 2021 BE APPROVED.

23 MATTERS ARISING – none.

24 ANNUAL RETURN AND FINANCIAL STATEMENT FOR YEAR ENDING 2020/21

- 24.1 To resolve to approve Section 1 of the Annual Governance Statement 2020/21.

Proposer: Cllr P Wittam
Seconder: Cllr V Lukaniuk
Resolution Record No: **BTC/55/12/Jul/21**
CARRIED: Unanimous

- 24.2 To resolve to approve Section 2 of the Annual Governance Statement 2020/21.

Proposer: Cllr P Wittam
Seconder: Cllr V Lukaniuk
Resolution Record No: **BTC/56/12/Jul/21**
CARRIED: Unanimous

Cllr Wittam requested that when the 30 day free website trial is undertaken a full backup of the existing site is made.

The meeting closed at 8.59pm

Signed.....