

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 2 April 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. A Simmons, Cllr. Mrs M Young, Cllr. Mrs C Arnold, Cllr. Ms S Bourton, Cllr. S Edwards, Cllr. E Ashley, Cllr. Mrs C Silvester.

Also present: Mrs C Mason (Town Clerk), Sgt. K Grant, Sgt L Garrard.

The meeting commenced at 7.01 pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
Cllr. D Bimson, Cllr. P McLoughlin.

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/145/02/Apr/07**

Of the Full Brandon Town Council Meeting of Monday 5 March 2007 (Public Items) [LGA 1972 Sch.12].

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

CARRIED: 9 for 2 abstentions.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5 MARCH 2007 BE ACCEPTED AS A TRUE RECORD.

6. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 5 March 2007 (Public Items) [LGA 1972 Sch.12].

Cllr. G Hughes offered a personal apology to Sgt Grant for the rather aggressive response to Sgt Grant's report on the removal of the Market Hill planters.

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

Resolution Record No. **BTC/146/02/Apr/07**

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

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

No report available.

7. TO RECEIVE A REPORT FROM THE POLICE

The Chairman welcomed Sgt. Keith Grant and Sgt. Liam Garrard to the meeting.

Safer Neighbourhood Team report: Over the last month there has been a reduction in both criminal damage and thefts from motor vehicles. The SNT Environmental Impact Day held on the 21 March 2007 at Brandon and Mildenhall proved very successful. Preliminary

statistics for the day were encouraging. In relation to the removal of the planters, there is to be a street briefing on the Market Hill on Saturday 7 April at 11.00 am. Councillors are invited to attend. A further street briefing at Thetford Road has been organised for the 28 April 2007, again at 11.00 am. Issues to be addressed include traffic calming and the reinstatement of the bench at the play area. With regard to a drinking ban on Market Hill, further investigation is needed to be carried out before a byelaw can be initiated. The Police will offer assistance if required.

Sgt. Grant informed Members this was his last Town Council meeting as he will be leaving Brandon on the 10 April to take up a post in Newmarket. Sgt. Liam Garrard will be his replacement. Cllr. R Silvester thanked Sgt. Grant for his work within Brandon and wished him every success in his new role.

Questions to Sgt. Grant included the increased number of cars parking on Market Hill, youths congregating on the bench sited at Church Road and the reduction of police officers for Brandon. In response, Sgt. Grant said these issues are currently being addressed by the SNT.

8. TO RECEIVE REPORTS (if any) from County and /or District Councillors
None.

The Chairman reconvened the meeting.

9. URGENT BUSINESS

The Chairman informed the meeting that due to business commitments, Cllr. Mrs C Arnold has decided not to stand for re-election. A vote of thanks was given to Cllr. Mrs Arnold for her input to the Council during her term of office.

10. ACCOUNTS

10.1 Approval of payments: Public Items March 2007. Discussion permitted upon.
Resolution Record No. **BTC/147/02/Apr/07**

Proposed by Cllr. Mrs C Silvester and seconded by Cllr. A Simmons.

CARRIED: 10 for 1 abstention.

THAT PAYMENT ON THE LIST SUBMITTED HEREUNDER FOR MARCH 2007 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Net Total	VAT
Mar-07	347.80	Cycle-Works Ltd (Cycle Racks)	296.00	51.80
Mar-07	646.25	Lubbock Fine (Audit)	550.00	96.25
Mar-07	29.91	Finevale Service Station	25.45	4.46
Mar-07	24.00	Hannah Deverson (Sight Test)	24.00	
Mar-07	99.57	Studio Five (Copies of Photos)	84.74	14.83
Mar-07	250.76	British Gas	238.82	11.94
Mar-07	26.00	Brandon Frames & Mirrors	26.00	
Mar-07	273.87	Anglian Water	273.87	
Mar-07	9.50	Clerks & Councils Direct	9.50	
Mar-07	86.83	Neat Ideas	73.90	12.93
Mar-07	6.00	J & D Green (Window Cleaners)	6.00	
Mar-07	262.82	S.C.C. (Pensions)	262.82	
Mar-07	1,464.99	Vaughtons (Chain of Office & Pendant)	1,246.80	218.19
Mar-07	105.75	SDR Electrical (Electrical Survey)	90.00	15.75
Mar-07	16.32	Dennis Everist (Travel - First Aid Course)	16.32	
Mar-07	293.75	SALC (Cilca Training)	250.00	43.75
Mar-07	1,509.57	FHDC (Office Rates)	1,509.57	
Mar-07	336.56	FHDC (Cemetery Rates)	336.56	

Mar-07	20.00	Suffolk Acre	20.00	
Mar-07	99.01	SAGE	84.26	14.75
Mar-07	17.41	Christine Mason (Travel - Seminar)	17.41	
Mar-07	108.80	Christine Mason (Travel - SALC x 2 Training)	108.80	
Mar-07	13.50	LCR Subscription Renewal	13.50	
Mar-07	3,572.95	Allianz Cornhill (Insurance)	3,572.95	
Mar-07	86.00	Association of Burial Authorities (Subs)	86.00	
Mar-07	50.00	H D Betts (Truck Repair)	50.00	
Mar-07	11.75	SALC (Election Training)	10.00	1.75
TOTAL:	9,769.67		9,283.27	486.40

11.2 Confidential Items March 2007 (Staff Salaries/Local Government Pensions).

Resolution Record No. **BTC/148/02/Apr/07**

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

CARRIED: Unanimous.

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

11. TO RECEIVE REPORTS FROM COUNCILLORS

11.1 Forest Heath District Council Parish Forum Meeting held on the 8 March 2007.

Attendees: Cllr. A Simmons, Cllr. R Silvester, Cllr. Mrs S Jureko, Mrs C Mason.

Topics included: Sustainable energy options; the Local Government White Paper: Strong and Prosperous Communities.

11.2 The A1065 Brandon Transport Study Meeting held in Brandon on the 7 March 2007.

Attendee: Cllr. Mrs S Jureko. The purpose of the meeting was a) discuss the conclusions of the A1065 Brandon Study and the way forward agreed by Cabinet on the 19 December b) explore other transport issues and c) receive the views of witnesses.

Councillors delivered their individual reports and contents were noted by Members.

12. RESOLUTION TO AMEND MAY MEETING DATE

Resolution Record No. **BTC/149/02/Apr/07**

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

CARRIED: Unanimous.

THAT DUE TO THE DATE OF THE LOCAL ELECTIONS AND THE SUBSEQUENT BANK HOLIDAY, BRANDON TOWN COUNCIL RESOLVES TO CONDUCT THE MAY 2007 FULL TOWN COUNCIL MEETING ON MONDAY 21 MAY 2007, INSTEAD OF ON THE FIRST MONDAY OF THE MONTH.

13. RIVERBANK EROSION AT THE LODE

To be advised on action to be taken at the Lode following the site meeting between Cllr. R Silvester and Mr Kevin Briston.

Resolution Record No. **BTC/150/02/Apr/07**

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

CARRIED: 10 for 1 abstention.

THAT BRANDON TOWN COUNCIL AGREES, ALBEIT ON A PIECEMEAL BASIS, TO STABILISE THE EROSION TO THE RIVERBANK AT THE LODE BY MEANS OF VEGETATION.

14. SIGNAGE IN BRANDON

To receive a report following the site meeting between Cllr. Mrs S Jureko and Tracey Robertson, Brandon Community Development Officer.

Recommended signage: 2 signs erected either side of the river bridge; signs indicating the Town Centre and amenities for visitors (B&B, eateries etc); replacement of the one 'welcome' sign; 3 additional 'Welcome to Brandon' signs at the entrances to the Town; 3 finger posts to be replaced / updated.

Resolution Record No. **BTC/151/02/Apr/07**

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

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL ACCEPTS ALL RECOMMENDATIONS FOR NEW SIGNAGE SUBMITTED BY THE BRANDON COMMUNITY OFFICER, TRACEY ROBERTSON.

15. PROPOSED SAFETY MEASURES AT THETFORD ROAD, BRANDON

To consider an email from Peter Ingram, Suffolk County Council.

SCC are presently in the process of bidding for funds to look at the possibility of providing a pedestrian crossing at Thetford Road, Brandon (as identified within the Glade Primary School's travel plan) and have asked the Town Council what level of assistance they are willing to contribute towards the facility.

Resolution Record No. **BTC/152/02/Apr/07**

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

CARRIED: 8 for 2 against 1 abstention.

THAT THIS COUNCIL DONATES 25% OF THE COST, UP TO A CEILING OF £500, TOWARDS THE PROVISION OF A PEDESTRIAN CROSSING AT THETFORD ROAD, BRANDON.

Cllr. Mrs M Young asked it to be minuted that her decision to vote against the proposal was based purely on the inadequate sum donated and not on the provision of a new pedestrian crossing.

16. ALLOTMENTS

To arrange a meeting between Brandon Town Council and the Trustees of the Brandon Remembrance Playing Fields.

Resolution Record No. **BTC/153/02/Apr/07**

Proposed by Cllr. A Simmons and seconded by Cllr. P Ridgwell.

CARRIED: Unanimous.

THAT THREE MEMBERS OF BRANDON TOWN COUNCIL, PLUS ONE RESERVE MEET WITH THE TRUSTEES OF THE BRANDON REMEMBRANCE PLAYING FIELDS ON THE 16TH APRIL 2007 TO FURTHER ADVANCE THE ACQUISITION OF LAND FOR THE ALLOTMENTS.

Cllr. A Simmons, Cllr. N Vant, Cllr. R Silvester to attend. Cllr. Mrs C Silvester as reserve.

17. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUES AND ACTIONS TAKEN

A further update was given on the following matter:

French Market: A negative response has been received from Mark Paveley, Market Traders Association in relation to the French market being sited on Market Hill on Saturday 23 June. No further issues were raised.

18. RESOLUTION TO EXCLUDE THE PUBLIC AND THE PRESS

Resolution Record **No.154/02/Apr/07**

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

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

Cllr. Mrs C Arnold and Cllr. Ms S Bourton left the meeting at 8.35 pm.

BRANDON TOWN COUNCIL

Confidential Minutes

Of the Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 2 April 2007

At the (New) Forest School, Bury Road, Brandon.

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

19. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 5 March 2007.

Resolution Record No. **BTC/155/02/Apr/07**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 5 MARCH 2007 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

20. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 5 March 2007.

None arising.

21. THE ORCHARD, COULSON LANE, BRANDON

Resolution Record No. **BTC/156/02/Apr/07**

CARRIED:

THAT BRANDON TOWN COUNCIL ACCEPTS THE QUOTATION FOR X X X X X X SUBMITTED FOR PHASE ONE OF THE RESTORATION WORK TO THE ORCHARD, COULSON LANE, BRANDON.

22. CEMETERY MATTERS

Resolution Record No. **BTC/157/02/Apr/07**

CARRIED:

THAT BRANDON TOWN COUNCIL AGREES TO SEEK THREE QUOTATIONS FOR THE REMEDIAL WORK REQUIRED TO THE MAIN PATH THROUGH ST PETERS CHURCHYARD, IN PARTICULAR WEST OF THE MAIN ENTRANCE DOOR.

23. OLD SCHOOL HOUSE

CONFIDENTIAL

24. EMPLOYMENT MATTER

Resolution Record No. **BTC/159/02/Apr/07**

CARRIED:

THAT THIS COUNCIL CONFIRMS THE APPOINTMENT OF XXX AS
ADMINISTRATION ASSISTANT – SIX MONTH PROBATIONARY PERIOD HAVING
BEEN COMPLETED.

The meeting terminated at 9.10 pm.