

## **BRANDON TOWN COUNCIL**

Minutes of the Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 1 June 2009

In the Council Chamber, Old School House, Market Hill, Brandon.

**Present:** Cllr. S Edwards, Cllr. K Butcher, Cllr. G Hughes, Cllr. P Ridgewell, Cllr. A Simmons, Cllr. N Vant, Cllr. R Silvester, Cllr. P MacLoughlin, Cllr. Mrs S Jureko, Cllr. D Bimson, Cllr. L Jacobs, Cllr. E Ashley.

**Also present:** Mrs C Mason (Town Clerk).

The meeting commenced at 7.00 pm.

### **1. APOLOGIES FOR ABSENCE**

Cllr. S Le Gry, Cllr. Mrs M Young.

### **2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS**

None.

### **3. TO RECEIVE, CONFIRM AND SIGN MINUTES**

Of the Full Brandon Town Council Annual Meeting of Monday 11 May 2009 (Public items).

Resolution Record No. **BTC/13/01/June/09**

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

**CARRIED:** 10 for 1 abstention. (due to absence at the previous meeting).

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL ANNUAL MEETING OF MONDAY 11 MAY 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

### **4. MATTERS ARISING** for information exchange only

Of the Full Brandon Town Council Annual Meeting of Monday 11 May 2009.

A refresher meeting for the emergency reception team to be arranged. Cllr. G Hughes to liaise directly with members.

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

Resolution Record No. **BTC/14/01/June/09**

Proposed by Cllr. R Silvester and seconded by Cllr. G Hughes.

**CARRIED:** Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

No members of the public were present.

### **6. TO RECEIVE A REPORT FROM THE POLICE**

Crime figures for the previous month were circulated. No other report available.

### **7. TO RECEIVE A REPORT FROM RAF LAKENHEATH**

Heard later in the meeting.

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

Cllr. S Edwards agreed to enquire of the enforcement officer why planning restrictions

relating to the window and sign at Bet Fred and the marquee erected at the front of the Brandon House Hotel have not been enforced. In addition, Cllr. Edwards to investigate whether planning permission has been granted for building work at Small Fen Farm and the final costs relating to the Forest Heath District Council office refurbishment.

Issues reported by Cllr. A Simmons included the legal challenge faced by the Local Government Review Board and the Forest Heath Parish and Town Forum due to be held on Tuesday 16 June 2009 at Beck Row Community Centre, Members were encouraged to attend.

The meeting was reconvened.

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

Cllr. G Hughes asked that one matter of urgent business be considered: The lack of development or information regarding the Healthy Living Centre and the related parking issues on the Market Hill.

Resolution Record No. **BTC/15/01/June/09**

Proposed by Cllr. G Hughes and seconded by Cllr. L Jacobs.

**CARRIED:** 9 for 1 against 2 abstentions.

THAT BRANDON TOWN COUNCIL WRITES TO SUFFOLK COUNTY COUNCIL REQUESTING INFORMATION ON THE CURRENT STATUS OF THE HEALTHY LIVING CENTRE AND THE RELATED PARKING ISSUES ON MARKET HILL.

## 10. ACCOUNTS

10.1 Approval of payments: Public Items –May 2009. Discussion permitted upon.

10.2 Confidential Items –May 2009 (Staff Salaries).

Resolution Record No. **BTC/16/01/June/09**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS TEN ONE AND TEN TWO EN-BLOC.

Date	Amount	Supplier	Net Total	VAT
May-09	22.36	Travis Perkins	19.44	2.92
May-09	14.00	J & D Green	14.00	
May-09	317.56	Arco (Work Gear)	276.14	41.42
May-09	119.57	Finevale Service Station	103.98	15.59
May-09	120.00	Reeves Cleaning	120.00	
May-09	553.34	RBS Software Solutions (End of Year)	482.90	72.44
May-09	173.16	Thetford Garden Centre	150.57	22.59
May-09	116.44	Lyreco (Stationery)	101.25	15.19
May-09	975.00	P. M. Robson Funeral Supply	975.00	
May-09	44.61	Mileage to SLCC meeting at SALC	44.61	
May-09	28.00	SLCC purchase of book	28.00	
<b>Total</b>	<b>2,484.04</b>		<b>2,315.89</b>	<b>170.15</b>

Resolution Record No. **BTC/17/01/Jun/09**

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

**CARRIED:** Unanimous.

THAT STANDING ORDERS BE SUSPENDED TO ALLOW A REPORT FROM RAF LAKENHEATH.

#### **7. TO RECEIVE A REPORT FROM RAF LAKENHEATH**

Squadron Leader Niels said there will be additional flying over the weekend as the aircraft were flying to Memorial Day events. The runway at RAF Lakenheath will be closed for resurfacing work from 26 June to 6 July. The 4 July celebrations will be taking place at RAF Feltwell. All welcome.

Standing orders were reinstated.

#### **11. ADOPTION OF THE INDEPENDENT INTERNAL AUDITORS REPORT AND THE ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2009.**

Resolution Record No. **BTC/18/01/Jun/09**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2009.

Due to the unavailability of the Internal Auditors report approval was deferred until the next town council meeting.

#### **12. NINE STILES WALK**

Date and time for the Nine Stiles Walk: Friday 10 July 2009 at 7.00pm.

#### **13. PROVISION OF ADDITIONAL LIME TREES**

Resolution Record No. **BTC/19/01/Jun/09**

Proposed by Cllr. A Simmons and seconded by Cllr. L Jacobs.

**CARRIED:** Unanimous.

THAT THIS COUNCIL AGREES TO PLANT SEVEN ADDITIONAL LIME TREES WITH APPROPRIATE PROTECTIVE CAGES AT THE AVENUE, BRANDON.

It was further suggested members of the public may wish to sponsor a tree. Details to be sent to Brandon Life nearer the time of purchase.

#### **14. RESOLUTION** from Cllr. P Ridgewell. Resolution No.137.

‘That Brandon Town Council advertises details of future Annual Town Meetings in Brandon Life.’

Resolution Record No. **BTC/20/01/Jun/09**

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

**CARRIED:** Unanimous.

THAT THIS COUNCIL AGREES TO NOTIFY BRANDON LIFE OF THE DATE AND TIME OF FUTURE ANNUAL TOWN MEETINGS.

#### **15. WILDLIFE AND COUNTRYSIDE ACT 1981 CLAIMED RIGHTS OF WAY IN LAKENHEATH AND BRANDON**

Resolution Record No. **BTC/21/01/June/09**

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

**CARRIED:** Unanimous.

THAT PRIOR TO ANY DISCUSSION ADDITIONAL INFORMATION NEEDS TO BE SOUGHT FROM SUFFOLK COUNTY COUNCIL.

**16. MUTI-CULTURAL DIVERSITY DAY**

Following the success of the recently held Multi-Cultural Diversity Day at Mildenhall, it was agreed, in principle, to investigate further the possibility of holding a similar event in Brandon. Cllr. L Jacobs and Cllr. G Hughes to explore options.

**17. ALLOTMENTS**

The report was circulated prior to the meeting.

Resolution Record No. **BTC/22/01/June/09**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL ACCEPTS THE END OF YEAR REPORT RELATING TO THE ALLOTMENT SITE, STAUNCH MEADOW, BRANDON.

The question of beekeeping at the allotment site was raised. Further enquiries to be made before the matter can be fully discussed. Deferred until the next meeting.

**18. THETFORD ROAD PLAY AREA**

Resolution Record No. **BTC/23/01/June/09**

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

**CARRIED:** 10 for 2 against.

THAT BRANDON TOWN COUNCIL AGREES TO ACCEPT THE OFFER OF AN ITEM OF PLAY EQUIPMENT (JEEP) FROM THE BRANDON REMEMBRANCE PLAYING FIELDS COMMITTEE.

**19. STREET NAMING LIST**

Cllr. R Silvester asked that the following street names be submitted to Forest Heath District Council for their consideration: Elmer, Farm, Cannons, Church, Lake, West and Flint.

**20. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN**

Forest Heath District Council to be contacted again regarding the removal of the planter outside Mr G's.

**21. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:**

Resolution Record No. **BTC/24/01/June/09**

Proposed by Cllr. G Hughes and seconded by Cllr. K Butcher.

**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.

**BRANDON TOWN COUNCIL**

Confidential Minutes

Of the Full Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 1 June 2009

In the Council Chamber, Old School House, Market Hill, 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 Annual Meeting of Monday 11 May 2009.

Resolution Record No. **BTC/25/01/Jun/09**

**CARRIED:**

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL ANNUAL MEETING OF MONDAY 11 MAY 2009 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

**23. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES**

Of the Full Brandon Town Council Annual Meeting of Monday 6 May 2009.

None.

**24. NEW CEMETERY**

Cllr. S Edwards and Cllr. R Silvester declared an interest in this agenda item and left the meeting. The Members Book of Interests was duly signed. Vice- Chairman Cllr. G Hughes took the Chair.

\*Confidential\*

The meeting ended at 8.55pm.