

## **BRANDON TOWN COUNCIL**

Minutes of the Full Brandon Town Council Annual General Meeting

Held on Monday 14 May 2012

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

**Present:** Cllr. R Silvester, Cllr. G Hughes, Cllr. N Vant, Cllr. D Bimson, Cllr. P Ridgwell, Cllr. T Simmons, Cllr. K Butcher, Cllr. M Skinner, Cllr. L Jacobs, Cllr. S Edwards, Cllr. R Crowther, Cllr. P MacLoughlin.

**Also present:** Mrs C Mason (Town Clerk), Cllr. B Bishop, T. Keogh-Horgan 3203, and twelve members of the public.

The meeting commenced at 7.00pm.

### **1. ELECTION OF CHAIRMAN AND SIGNING OF THE CHAIRMAN'S DECLARATION OF OFFICE**

Nominations were called for the post of Chairman of Brandon Town Council.

It was proposed by Cllr. S Edwards and seconded by Cllr. P Ridgwell that Cllr. R Silvester be elected. There were no further nominations.

Resolution Record No. **BTC/01/14/May/12**

**CARRIED:** Unanimous.

THAT COUNCILLOR REGINALD SILVESTER BE ELECTED CHAIRMAN OF BRANDON TOWN COUNCIL FOR THE YEAR 2012/13.

Cllr. R Silvester thanked members for their support. The Chairman's Declaration of Acceptance of Office was duly signed.

### **2. ELECTION OF VICE-CHAIRMAN**

The Chairman called for nominations for the post of Vice Chairman of Brandon Town Council.

It was proposed by Cllr. R Silvester and seconded by Cllr. K Butcher that Cllr. S Edwards be elected Vice Chairman.

It was proposed by Cllr. P Ridgwell and seconded by Cllr. D Bimson that Cllr. T Simmons be elected Vice Chairman.

A written ballot was taken.

Resolution Record No. **BTC/02/14/May/12**

**CARRIED:** By majority vote.

THAT CLLR. S EDWARDS BE ELECTED VICE CHAIRMAN OF BRANDON TOWN COUNCIL FOR THE YEAR 2012/13.

### **3. APOLOGIES**

Cllr. Mrs L Challiss.

### **4. DECLARATIONS OF INTEREST** and additions to Members Register of Interests.

None.

### **5. APPOINTMENT OF COUNCILLORS TO COMMUNITY GROUPS**

Citizens Advice Bureau	Cllr. T Simmons
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Brandon Heritage Centre	Cllr. R Silvester, Cllr. M Skinner
Brandon Neighbourhood Watch	Cllr. P Ridgwell
Brandon Remembrance Playing Field	Cllr. P MacLoughlin, Cllr. Mrs L Challiss
Community Association Representative	Cllr. G Hughes
Public Transport Liaison Officer	Cllr. P Ridgwell
FHDC Health Forum	Cllr. G Hughes
Suffolk Association of Local Councils	Cllr. R Silvester, Cllr. T Simmons
Brandon Poor's Estate	Cllr. D Bimson, Cllr. L Jacobs
Atmere & Lingheath Trust Charities	Cllr. N Vant, Cllr. R Silvester
Brandon Country Park	Cllr. D Bimson
Brandon Voluntary Forum	Cllr. G Hughes
Brandon Website	Cllr. N Vant
Brandon Allotments	Cllr. T Simmons
Safer Neighbourhood Team	Cllr. G Hughes

## **6. REPRESENTATIVES FOR BRANDON TOWN COUNCIL COMMITTEES/WORKING PARTIES**

East Ward Lighting Working Party	Cllr. P MacLoughlin, Cllr. P Ridgwell, Cllr. R Silvester
West Ward Lighting Working Party	Cllr. R Crowther, Cllr. D Bimson, Cllr. G Hughes
Cemetery Committee	Full Council
Planning Panel	Cllr. G Hughes, Cllr. L Jacobs, Cllr. P Ridgwell, Cllr. R Silvester, Cllr. T Simmons, Cllr. M Skinner
Emergency Panel	Cllr. G Hughes, Cllr. T Simmons, Cllr. Mrs L Challiss, Cllr. D Bimson, Cllr. K Butcher
Media Committee	Cllr. T Simmons, Cllr. R Crowther, Cllr. G Hughes
Events Working Party	Cllr. M Skinner, Cllr. R Crowther, Cllr. Mrs L Challiss, Cllr. T Simmons

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

Of the Brandon Town Council Meeting of Monday 2 April 2012 (Public items) and the

Media Committee meeting of Saturday 31 March 2012.

Resolution Record No. **BTC/03/14/May/12**

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

**CARRIED:** Unanimous.

THAT THE MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 2 APRIL 2012 AND THE MEDIA COMMITTEE MEETING OF SATURDAY 31 MARCH 2012 BE ACCEPTED AS A TRUE RECORD.

**8. MATTERS ARISING** for information exchange only

Of the Brandon Town Council Meeting of Monday 2 April 2012 (Public Items) and the Media Committee meeting of Saturday 31 March 2012.

There were no matters arising.

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

Resolution Record No. BTC/04/14/May/12

Proposed by Cllr. D Bimson and seconded by Cllr. S Edwards.

**CARRIED:** Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Matters raised by members of the public included the cost implications to the town if Brandon Country Park were to be divested to Brandon Town Council; the missing iron ladder stile; rail services at Brandon station.

**10. TO RECEIVE A REPORT FROM THE POLICE/ RAF LAKENHEATH**

Crime figures for the period 2 April to 10 May 2012 were circulated. Two incidents were reported to the police by councillors. The police were commended for their quick response to an occurrence in the town. No further questions were raised.

RAF Lakenheath report: Comments were made regarding the review of Lord's Walk (to be reviewed in five years by SCC or MOD); unlocked cars owned by USAF personnel.

Questions were invited.

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

Cllr. B Bishop reported on the proposed Brandon Bypass; A11 duelling; the change of use planning application from a carpet shop to an estate agents; the traffic lights at Rattlers Road; Rights of Way Committee meeting on the 19 June which will determine the outcome of parking on Market Hill; Fledglings play group; a locality budget donation of £1000 to provide a Flintknapper at the Brandon Carnival; the provision of an electric wheelchair at Brandon Country Park (due to Health & Safety not in use at present). Questions to Cllr. Bishop included the listing of Brandon Station; the Brandon bypass; the business rates charged to the Heritage Centre.

Cllr. T Simmons reported he had been appointed Chair of the Overview & Scrutiny Committee and Cllr. S Edwards portfolio holder for Resources Governance & Performance. Other matters raised included the accessibility of the public toilets once located within the Brandon Centre; the appointment of Cllr. Eddie Stewart as Chairman of Forest Heath District Council and Chris Barker as Vice Chairman.

The meeting was reconvened.

**12. URGENT BUSINESS** – any items the Chairman considers a matter of urgent business.

There were no matters of urgent business.

### 13. ACCOUNTS

13.1 Approval of payments (Public Items) –April 2012.

13.2 Approval of confidential items –April 2012 (Staff salaries).

Resolution Record No. **BTC/05/14/May/12**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS THIRTEEN ONE, THIRTEEN TWO EN-BLOC.

Date	Amount	Supplier	Net Total	VAT
Apr-12	1,058.83	Arco Limited	882.36	176.47
Apr-12	163.28	Forest Heath District Council Trade Refuse	163.28	
Apr-12	30.24	Walters Limited	25.20	5.04
Apr-12	234.00	Fire Training International Limited	195.00	39.00
Apr-12	191.95	Finevale Service Station	159.95	32.00
Apr-12	54.00	Multisigns Limited	45.00	9.00
Apr-12	15.50	LCR Subscription renewal	15.50	
Apr-12	121.36	Lyreco UK Limited	101.13	20.23
Apr-12	970.00	Suffolk Association of Local Councils	970.00	
Apr-12	61.22	Fengate Fasteners Limited	51.02	10.20
Apr-12	178.80	Sage (UK) Limited	149.00	29.80
Apr-12	14.00	J & D Green	14.00	
Apr-12	2,522.37	SCC S/L Spruce Drive & Oaklands Drive	2,101.97	420.40
Apr-12	460.80	Hyprosteps Ltd (tree cages)	384.00	76.80
Apr-12	585.90	RBS Software Solutions	488.25	97.65
Apr-12	114.00	SLLCC Training	95.00	19.00
Apr-12	25.00	Suffolk Acre	25.00	
<b>TOTAL:</b>	<b>6,801.25</b>		<b>5,865.66</b>	<b>935.59</b>

13.3 Cllr. K Butcher, Cllr. S Edwards and Cllr. D Bimson declared an interest in the Brandon Heritage Centre and duly signed the member's Book of Interests.

Resolution Record No. **BTC/06/14/May/12**

Proposed by Cllr. M Skinner and seconded by Cllr. P Ridgwell.

**CARRIED:** 8 for 3 abstentions.

THAT UNDER THE POWER OF S137, THE SUM OF TWO HUNDRED AND FIFTY POUNDS BE GIVEN TO THE BRANDON & MILDENHALL CAB; THE SUM OF FOUR HUNDRED POUNDS TO BRANDON HERITAGE CENTRE AND THE SUM OF TWO HUNDRED POUNDS TO THE BRANDON SENIORS CLUB.

**14. RESOLUTION** from Cllr. T Simmons No. 144.

'That Brandon Town Council considers from which budget, costs for the Parish Poll can be taken'.

Resolution Record No. **BTC/07/14/May/12**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL AGREES THE COSTS OF THE PARISH POLL BE TAKEN FROM THE BRANDON COUNTRY PARK BUDGET.

Resolution Record No. **BTC/08/14/May/12**

Proposed by Cllr. N Vant and seconded by Cllr. D Bimson.

**CARRIED:** Unanimous.

THAT STANDING ORDERS ARE SUSPENDED TO ALLOW A MEMBER OF THE PUBLIC TO ADDRESS THE MEETING.

The Fledglings play group representative reported on the current position of the negotiations between the Fledglings Play Group and Suffolk County Council and requested the town council support the group in their discussions to secure an alternative building. Agreed by Full Council. Cllr. S Edwards further stated he would be prepared to support their case at District Council level.

The meeting was reconvened.

**15. RESOLUTION** from Cllr. L Jacobs No. 145.

‘That Brandon Town Council supports the Fledglings Play Group in their discussions with Suffolk County Council concerning proposed new premises’.

Discussion and agreement in the second public section of the meeting.

**16. SPRING CLEAN SUFFOLK FORTNIGHT**

Date agreed as Sunday 15 July 2012 at 10am. To be advertised nearer the date. Schools to be invited to take part.

**17. DATE OF NEXT MEETING**

Date of next town council meeting to remain as 11 June 2012. Owing to the additional Bank Holiday, the agenda notice to be displayed on Friday 1 June 2012.

**18. BRANDON CARNIVAL**

Volunteers to assist at the Brandon Carnival: Cllr. D Bimson, Cllr. T Simmons, Cllr. G Hughes,

Cllr. M Skinner. The Jubilee Lunch has currently forty interested residents. This will take place at Mr G’s at 1.00pm on Sunday 3 June 2012.

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

Contents noted.

Resolution Record No. **BTC/09/14/May/12**

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

**CARRIED:** Unanimous.

THAT FOLLOWING THE IDENTIFICATION OF A SERIOUS ELECTRICAL FAULT AT THE CEMETERY COMPOUND, THIS COUNCIL DELEGATES AUTHORITY TO THE TOWN CLERK TO INSTRUCT A SUITABLE CONTRACTOR TO CARRY OUT THE WORK.

**20. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

Resolution Record No. **BTC/10/14/May/12**

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*

With no further business to discuss the meeting ended at 9.02pm.