

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held at the Church Institute, London Road, Brandon on Tuesday 18th January 2022 at 7pm

Present: Cllr S Skinner (Chair), Cllr S Annear, Cllr L Atkins, Cllr B Brabbs, Cllr P Etherington, Cllr J Lloyd-Blackwell, Cllr V Lukaniuk, Cllr D Moore, Cllr D Palmer, Cllr P Ridgwell, Cllr N Vant, Cllr C Whiteman, Cllr P Wittam

Also Present: 3 members of the public.

- 1 **APOLOGIES** for absence and approval of reasons tendered.
Cllr J Hughes, Cllr L Atkins arrived at 7.10pm.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.
Cllr S Skinner - Pecuniary interest – item 10. Cllr P Ridgwell – Non-pecuniary interest – item 15.2.

From the request of the chair as Sqn Ldr was delayed item 4 was taken before item 3.

- 4 **TO RECEIVE, CONFIRM AND SIGN MINUTES**
- Of the Brandon Town Council Meeting of Monday 13th December 2021.
Proposer: Cllr S Skinner
Seconder: Cllr P Etherington
Resolution Record No: **BTC/132/18/Jan/22**
CARRIED: By majority vote: 10 for, 1 abstention, 1 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 13TH DECEMBER 2021 BE APPROVED.

Cllr Atkins arrived at 7.10pm during Sqn Ldr Geary's report.

- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**
Sqn Ldr Geary reported that the 494th Squadron had returned from deployment in the Middle East. There are four F35's now on base. The Sqn Ldr thanked Suffolk Constabulary for policing the A1065 during the time the jets arrived on base. The Sqn Ldr stated that there are now five squadrons operating from Lakenheath, with the F35 facilities still being worked on for the next few years. Cllr Moore asked the Sqn Ldr if there had been problems with a jet recently as it came in across Brandon and was very loud. Sqn Ldr to report back on this issue. Cllr Wittam asked if the F35's are any noisier than the F15's. Sqn Ldr replied that generally the F35's are slightly quieter with the exception of take off when they are slightly noisier. Cllr Wittam also asked if the Russian activity in the Balkans is likely to increase aircraft flying. Sqn Ldr replied that the UK has sent arms to the Ukraine and the US bases will remain on a constant state of readiness.

Signed.....

5 MATTERS ARISING for information exchange only of the Full Council Meeting of 13th December 2021.

Cllr Vant noted recent comments regarding the repair of the drain cover adjacent to the Aldi entrance, has it been tarmaced over. Cllr Lukaniuk replied that all repairs have been completed properly with the exception of the Anglian Water inspection point at the Tesco junction which was being attended to.

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

Cllr Whiteman raised issues of discrimination for those people with disabilities during the Covid pandemic. Cllr Vant made a statement on behalf of those vulnerable members of the Council. Cllr Ridgwell questioned why there was not a meeting on 10th January to which Cllr Skinner replied with the reasoning behind the delay of the meeting. Cllr Lukaniuk queried why he and other members of the Council had not been invited to a meeting with officers of West Suffolk to discuss the new cemetery. Cllr Skinner explained the situation to those present, in that this was an exploratory meeting with no decisions being made. Cllr Wittam expressed his disgust at not being included at the meeting. Cllr Annear stated her support of Cllr Skinner.

7 TO RECEIVE WRITTEN REPORT from the Town Clerk.

Report was received.

8 PUBLIC FORUM monthly event limited to 3 minutes duration maximum per resident, this will include reports from County, District and Town Councillors also Community Group Representatives.

Proposer: Cllr S Skinner

Seconder: Cllr P Etherington

Resolution Record No: **BTC/133/18/Jan/22**

CARRIED: By majority vote: 12 for, 1 abstention.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

Cllr Lukaniuk reported that 300 tonnes of stone per day was being delivered to British Sugar. Cllr Lukaniuk stated he had spoken directly to Mr Holbrook regarding the debris that was finding itself onto the High Street and coating everything adjacent. It was stated that a wheel wash facility was to be installed at the depot in Brandon subject to planning approval and that during the rush hour vehicles from the depot would use the A134. Cllr Lukaniuk further stated he is actively chasing the maintenance of the lighting in Boundary Close as a number of units had failed.

Cllr Whiteman requested the direct contact number for Holbrook's from Cllr Lukaniuk.

A member of the public queried why the County and District Councillors had asked the Town Councillors why they are not phoning Highways about HGV issues. They stated that this was the job of the County and District Councillors and not that of Town Councillors. Cllr Wittam stated that Brandon Town Council had voted in favour of a lorry ban so Town Councillors should be proactive in the matter. Cllr Moore was not aware of Covid walk-in vaccination session at the local doctor's surgery. Cllr Wittam stated he had been physically turned away from receiving a vaccination.

Cllr Lukaniuk reported that there was a drop-in session planned at Bury St Edmunds this weekend.

Cllr Wittam reported that there had been one hundred and eighty-nine visits from the Parking Enforcement Officers with forty-one parking tickets issued.

Signed.....

Cllr Ridgwell stated that the Christmas lights had provided a wonderful display.

THE CHAIRMAN RECONVENED THE MEETING.

9 CORRESPONDENCE – None.

10 ACCOUNTS To approve the payments for December 2021.

Proposer: Cllr P Etherington

Seconder: Cllr B Brabbs

Resolution Record No: **BTC/134/18/Jan/22**

CARRIED: Unanimous

BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR DECEMBER 2021.

| Invoice Date | Invoice No | Supplier | Expense Type | Nett | VAT | Gross | Payment |
|--------------|------------|------------------------|-------------------------------|-----------|---------|-----------|--------------|
| 07/12/2021 | 113150 | Culford Waste Ltd | Trade Waste | £250.00 | £50.00 | £300.00 | BACS |
| 10/12/2021 | 2261 | FX Live Ltd | Snow Machine 10th Dec. Event | £625.00 | £125.00 | £750.00 | BACS |
| 15/12/2021 | | Alumah CIO | Grant | £1,250.00 | £0.00 | £1,250.00 | BACS |
| 15/12/2021 | | Brandon Allotments | Grant | £1,250.00 | £0.00 | £1,250.00 | BACS |
| 10/11/2021 | | RBL Poppy Appeal | Donation | £100.00 | £0.00 | £100.00 | BACS |
| 02/12/2021 | 1000182647 | Christmas Tree World | Carriage | £3.00 | £0.00 | £3.00 | BACS |
| 14/12/2021 | | Tillys Tea Rooms | Christmas Event | £100.00 | £0.00 | £100.00 | BACS |
| 17/12/2021 | | Tina Johnson | Relinquished Burial Plot | £86.00 | £0.00 | £86.00 | BACS |
| 22/12/2021 | 511909192 | James Hallam Ltd | Mower Insurance | £118.07 | £0.00 | £118.07 | BACS |
| 08/11/2021 | 322334 | Corona Corporate Sols. | Photocopier - Copies | £350.42 | £70.08 | £420.50 | Direct Debit |
| 20/11/2021 | M048 QD | BT | Phone OSH | £43.00 | £8.60 | £51.60 | Direct Debit |
| 21/11/2021 | M024 CM | BT | Phone OSH | £19.50 | £3.90 | £23.40 | Direct Debit |
| 19/11/2021 | 958807000 | British Gas | Gas OSH | £100.34 | £5.02 | £105.36 | Direct Debit |
| 25/11/2021 | 1238664 | Everflow | Water OSH | £19.47 | £0.00 | £19.47 | Direct Debit |
| 18/12/2021 | 1283745 | Everflow | Water OSH | £23.63 | £0.00 | £23.63 | Direct Debit |
| 29/11/2021 | | Creative Pension Trust | Pensions - November | £460.96 | £0.00 | £460.96 | Direct Debit |
| 01/12/2021 | A292-0003 | E.ON | Electric Pillar 8 Market Hill | £41.24 | £2.06 | £43.30 | Direct Debit |
| 06/12/2021 | 5A54-0003 | E.ON | Electric Pillar 9 Market Hill | £8.93 | £0.45 | £9.38 | Direct Debit |
| 06/12/2021 | 6C32-0002 | E.ON | Electric OSH | £121.12 | £6.06 | £127.18 | Direct Debit |
| 06/12/2021 | 3E73-0004 | E.ON | Electric New Yard | £98.07 | £4.90 | £102.97 | Direct Debit |
| 02/12/2021 | 116238 | Cranberry Comms. | Microsoft 365 Subscription | £108.80 | £21.76 | £130.56 | Direct Debit |
| 28/12/2021 | 1143729 | West Suffolk Council | Trade Waste | £69.60 | £0.00 | £69.60 | Direct Debit |
| 16/12/2021 | | Unity Bank Trust | Bank Charges | £42.60 | £0.00 | £42.60 | Direct Debit |

Signed.....

| | | | | | | | |
|------------|-------------|---------------------------|------------------------------|-----------|--------|-----------|------|
| 03/12/2021 | 9405 | Brandon Life Ltd | Leaflet Drop - New Cemetery | £95.00 | £0.00 | £95.00 | BACS |
| 09/12/2021 | 54791 | Chase Timber Products | Christmas Event | £6.75 | £1.35 | £8.10 | BACS |
| 13/12/2021 | 1190063 | J & D Green | Window Cleaning OSH | £20.00 | £0.00 | £20.00 | BACS |
| 15/12/2021 | 1190067 | J & D Green | Cleaning Bus Shelters | £50.00 | £0.00 | £50.00 | BACS |
| 17/12/2021 | 1085378401 | Stannah Lift Services Ltd | Quarterly Lift Service | £116.67 | £23.33 | £140.00 | BACS |
| 20/12/2021 | R8157/LOR | Ray Tuttle Lift Sers. Ltd | 6 Month LOLER - Lift Inspet. | £92.50 | £18.50 | £111.00 | BACS |
| 23/12/2021 | 229729 | Fengate Fasteners Ltd | Christmas Event | £14.60 | £2.92 | £17.52 | BACS |
| 23/12/2021 | 229730 | Fengate Fasteners Ltd | Christmas Event | £22.55 | £4.51 | £27.06 | BACS |
| 23/12/2021 | | Mr G Cock | Micophone, Zoom, Postage | £202.26 | £27.99 | £230.25 | BACS |
| 10/12/2021 | | Mr S Skinner | Reim. Christmas Gifts, Elvis | £235.27 | £37.05 | £272.32 | BACS |
| 31/12/2021 | 20220000008 | Finevale Service Station | Fuel | £77.90 | £15.58 | £93.48 | BACS |
| 05/01/2021 | | HMRC | NICS | £1,860.78 | £0.00 | £1,860.78 | BACS |

11 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR NOVEMBER 2021

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

12 RESOLUTION from Cllr S Skinner No. 404

Brandon Town Council proposes to submit the agreed Precept to West Suffolk Council.

Following some discussion about these figures it was generally agreed that the figures would be looked at on a line-by-line basis and voted on each line accordingly.

Cost Code 1167 – Election Costs

A general discussion took place regarding Cllr Lukaniuk's proposal that this figure be reduced to zero as in his opinion there is no likelihood of an election being required in the foreseeable future.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/135/18/Jan/22**

CARRIED: By majority vote: 7 for, 5 against, 1 abstention.

Cost Code 1402 – S137 Grants

A short discussion ensued regarding the increase from £10,000 to £14,000 of monies being available for local groups.

Proposer: Cllr N Vant

Seconder: Cllr P Ridgwell

Resolution Record No: **BTC/136/18/Jan/22**

CARRIED: By majority vote: 12 for, 1 against.

Cost Code 3110 – Gas Supply OSH

Cllr Vant suggested that the amount be increased from £1,000 to £1,500 due to the increase in energy costs.

Proposer: Cllr N Vant

Seconder: Cllr S Skinner

Resolution Record No: **BTC/137/18/Jan/22**

CARRIED: Unanimous

Signed.....

Cost Code 3114 – Electricity OSH

It was proposed to increase the budgeted amount from £1,200 to £1,700 given the increase in electricity costs.

Proposer: Cllr N Vant

Seconder: Cllr S Skinner

Resolution Record No: **BTC/138/18/Jan/22**

CARRIED: Unanimous

Cost Code 2122 – Fuel/Oil

The budgeted amount was raised from £1,500 to £2,000 due to increase in energy costs.

Proposer: Cllr S Skinner

Seconder: Cllr P Etherington

Resolution Record No: **BTC/139/18/Jan/22**

CARRIED: Unanimous

Cost Code 4102 – Christmas Lighting

Cllr Lukaniuk proposed that the Christmas lighting budget be reduced as the current budget had not been fully spent. The Chair used their casting vote to defeat the proposal.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/140/18/Jan/22**

FAILED: By majority vote: 6 for, 7 against.

Cost Code 4208 – Cemetery/Avenue Trees

Cllr Lukaniuk stated that the allowance for the tree work was not necessary and should be removed from the budget.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/141/18/Jan/22**

FAILED: By majority vote: 3 for, 5 against 5 abstentions.

Cost Code 4302 – Street Lighting/Energy

Cllr Skinner proposed that the street lighting/energy being increased from £18,000 to £20,000. At the time of budgeting, it is unknown what possible increases maybe incurred as there is no current information available.

Proposer: Cllr S Skinner

Seconder: Cllr C Whiteman

Resolution Record No: **BTC/142/18/Jan/22**

CARRIED: By majority vote: 12 for, 1 abstention

Cost Code 4303 – Street Lighting/Repairs

Cllr Ridgwell proposed that the street lighting/repairs budget be increased as there are in excess of forty street lighting columns that may need to be replaced. A vote ensued. The figure of £8,000 is to remain.

Proposer: Cllr P Ridgwell

Seconder: Cllr C Whiteman

Resolution Record No: **BTC/143/18/Jan/22**

FAILED: By majority vote: 2 for, 9 against, 2 abstentions.

Signed.....

Cllr Wittam stated that he did not agree with the percentage increase that was stated on the West Suffolk sheet to be submitted. By his calculation the figure should have been approximately 4%. It was explained by Cllr Vant that the figure stated included the adjustments for the increase in numbers of council tax payers in the parish.

Following the line by line debate a figure of £303,819 would be submitted to West Suffolk Council as the precept for Brandon Town Council for 2022/23. This amounts to an increase of £2.75 or 2.37% on a band D property. This is inclusive of a £10,000 transfer from Council reserve funds.

Proposer: Cllr S Skinner

Seconder: Cllr P Etherington

Resolution Record No: **BTC/144/18/Jan/22**

CARRIED: Unanimous

BRANDON TOWN COUNCIL APPROVES A PRECEPT FOR 2022/23 OF £303,819.

Cllr Wittam left the meeting

13 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 S Skinner

Seconder: Cllr P Etherington

Resolution Record No: **BTC/145/18/Jan/22**

CARRIED: Unanimous

Signed.....

BRANDON TOWN COUNCIL

Confidential Minutes
of the Full Brandon Town Council Meeting
held at the Church Institute, London Road, Brandon on Monday 18th January 2022 at 7pm

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

14 TO RECEIVE AND CONFIRM CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 13th December 2021.

Proposer: Cllr P Etherington

Seconder: Cllr S Skinner

Resolution Record No: **BTC/146/18/Jan/22**

CARRIED: By majority vote: 10 for, 1 abstention, 1 unable to vote.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 13TH DECEMBER 2021 BE APPROVED.

15 QUOTES

15.1 To consider quotation to replace the lantern on Unit 92 on Martin Close.

A general discussion ensued. As the lantern on the unit needs to be replaced Councillors felt there was no option but to undertake the work required.

Proposer: Cllr S Skinner

Seconder: Cllr P Etherington

Resolution Record No: **BTC/147/18/Jan/22**

CARRIED: By majority vote: 11 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO ACCEPT THE QUOTATION FOR THE REPLACEMENT OF THE LANTERN ON UNIT 92 ON MARTIN CLOSE.

15.2 To consider quotation to replace Units 192 and 202 on St Benedict's Road.

A general discussion ensued. As the units need to be replaced Councillors felt there was no option but to undertake the work required.

Proposer: Cllr S Skinner

Seconder: Cllr L Atkins

Resolution Record No: **BTC/148/18/Jan/22**

CARRIED: By majority vote: 11 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO ACCEPT THE QUOTATION TO REPLACE UNITS 192 AND 202 ON ST BENEDCITS ROAD.

Signed.....

16 MATTERS ARISING

Cllr Annear wished to raise a staffing matter. This is to be brought before Council at the February meeting.

The Clerk informed Councillors that he had been requested to provide feedback to Brandon Remembrance Playing Fields on their presentation, which he would be undertaking in the coming weeks.

The meeting closed at 9.25pm

Signed.....