

BRANDON TOWN COUNCIL
Minutes of the Continuation Meeting of the Full Brandon Town Council
of Monday 01 September 2003 held on
Monday 8 September 2003 at the (New) Forest School, Bury Road, Brandon

Present: Cllr J S Bourton (Chairman), Cllr E Milner (Vice Chairman), Cllr P MacLoughlin, Cllr R Silvester, Cllr C M Silvester, Cllr N A Vant, Cllr S J Edwards.

Also Present: J P Scott (Town Clerk), 1 member of the public and 1 member of the Press

APOLOGIES FOR ABSENCE: Cllr S Jureko, Cllr N P Saxby, Cllr J A Ahern, Cllr P S Baldwin, Cllr E V Ashley.

DECLARATIONS OF INTEREST and ADDITIONS TO REGISTER OF MEMBER'S INTERESTS [PCC of C 2001/LGA 2000]
None Declared

N.B: Councillors must sign the Declarations of Interest Book before leaving the Meeting.

19. RISK ASSESSMENTS AND RISK MANAGEMENT STRATEGY

No further update

20. THE PROVISION AND MAINTAINENCE OF BUS SHELTERS IN BRANDON

Resolution Record No. **BTC07103/01/Sept//03**

Proposed by Cllr E Milner and seconded by Cllr N A Vant.

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL ACCEPT THE QUOTE FROM AQUA FORCE FOR THE CLEANING OF BUS SHELTERS SUBJECT TO RENEGOTIATING A REDUCTION IN COST DUE TO THE NUMBER OF SHELTERS HAVING BEEN REDUCED FROM FIVE TO FOUR SINCE RECEIVING THE ORIGINAL QUOTE

21. RESOLUTION FROM Cllr J A AHERN No.97.

Resolution Record No. **BTC104/01/Sept//03**

Proposed by the Chairman Cllr J S Bourton and seconded by Cllr N A Vant.

CARRIED: Unanimous

RESOLUTION No.97. CARRIED OVER TO THE NEXT MEETING TO ENABLE Cllr AHERN TO ATTEND AND SPEAK IN PERSON ON THE ISSUE.

22. COUNCILLOR REPRESENTATION ON OUTSIDE COMMITTEES

Vacancies had arisen due to the resignation of two Councillors

REMEMBRANCE PLAYING FIELD STEERING GROUP

Members agreed to leave representation on this Group at 3 Members.

BRANDON POOR'S ESTATE

Resolution Record No. **BTC105/01/Sept//03**

Proposed by Cllr N A Vant and seconded by Cllr C M Silvester

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL WRITE TO MR HETHERINGTON, BRANDON POOR'S ESTATE, REQUESTING CLARIFICATION OF THE CONDITIONS OF REPRESENTATION

SUFFOLK ASSOCIATION OF LOCAL COUNCILS

Resolution Record No. **BTC106/01/Sept//03**

Proposed by Cllr Mr C M Silvester and seconded by Cllr Mr N A Vant

CARRIED: Unanimous

THAT THE CHAIRMAN Cllr J S BOURTON BE APPOINTED AS THE BRANDON TOWN COUNCIL REPRESENTATIVE FOR S.A.L.C.

SUFFOLK PROPERTY REVIEW FOR BRANDON STEERING GROUP

Deferred to the next Full Meeting

**23. BRANDON REMEMBRANCE PLAYING FIELDS COMMITTEE
FHDC REQUEST TO REMOVE TREES AT THE ENTRANCE TO BRANDON
REMEMBERENCE PLAYING FIELDS RE VEHICLE AND PEDESTRIAN ACCESS.**

The Chairman Cllr. Ms J S Bourton confirmed a further on-site meeting had been convened between Brandon Town Council and FHDC on Monday 15 September 2003. (Afternoon time to be confirmed). The Chairman also announced a meeting of the Remembrance Playing fields Steering Group and asked those Councillors on the Group to attend.

24. SCC PROPERTY REVIEW /AQUISITION OLD SCHOOL HOUSE

Councillor N A Vant declared an interest and left the Meeting.

Resolution Record No. **BTC107/01/Sept//03**

Proposed by Cllr Mr R Silvester and seconded by the Vice Chairman Cllr Mrs E Milner.

CARRIED: Unanimous

THAT THIS ITEM BE CARRIED OVER AS A MAIN ITEM AT THE NEXT FULL MEETING OF THE COUNCIL TO FORM A WORKING GROUP TO REACH AN AGREEMENT WITH THE HEALTHY LIVING GROUP OR BRING OUR PRESENT BUILDING UP TO D.D.A. STANDARDS.

Councillor Mr N A Vant rejoined the Meeting.

25. EXISTING CEMETERY WORKS

PART-TIME TOWN KEEPER

Proposed by the Vice Chairman Mrs Cllr E Milner

That Brandon Town Council advertise for a Part-time Town Keeper to cover for sickness and the Health and Safety requirement that two people be present at the hand digging of a grave – in accordance with a written request to the Council from Kevin Briston, Senior Town Keeper. The proposal was not seconded.

It was agreed to continue with the current arrangement of employing a temporary agency worker as and when required.

REMOVAL OF TREE

Complaints have been received from owners of large decorative memorials in spaces 1-4 that the roots of a nearby tree are causing these memorials to list.

Resolution Record No. **BTC108/01/Sept//03**

Proposed by Cllr Mr R Silvester and seconded by the Vice Chairman Cllr Mrs E Milner.

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL REMOVES THE TREE CAUSING LARGE DECORATIVE MEMORIALS TO LIST IN BRANDON CEMETERY, SECTION 1., SPACES 1-4.

CRIMINAL DAMAGE

Suffolk Constabulary report that a youth appeared before St Edmundsbury Youth Court on 13 August 2003 and was convicted of criminal damage committed in Brandon Cemetery on 20 May 2003. The offender received a 1 month Referral Order.

PIGEONS FOULING HEADSTONES

A letter to be sent to the complainant expressing Brandon Town Council's concern and outlining the great difficulty in preventing feral pigeons from fouling in open spaces.

QUOTES FOR UNDERGROUND WASTEPIPE WORKS

Resolution Record No. BTC109/01/Sept//03

Proposed by Cllr Mr S J Edwards and seconded by Cllr Mr R Silvester.

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL ACCEPTS THE WRITTEN QUOTE SUBMITTED BY RCJ BATHROOMS, DATED 17 AUGUST 03, TO UNDERTAKE WORKS ON THE UNDERGROUND SOIL PIPE IN BRANDON CEMETERY

CONSTRUCTION OF PATH AND WIDENING OF FOOTPATH AROUND THE CENTRAL STATUE

Further information and itemised quote required from Suffolk Highways Contracting.

26. TO RECEIVE UPDATE ON ACTION AT THE ORCHARD, COULSON LANE

In response to correspondence received from Mr A T Ost, Senior Environmental Health Officer, Cllr Mr N A Vant suggested replacing the existing unstable flintstone wall around the Orchard with a suitable fence.

It was also agreed that Mr N M Wyatt, FHDC Countryside Manager, should be asked to explain the delays in the existing FHDC improvements timetable. Timetable dated 27 August 2002 and accepted by Brandon Town Council under resolution BTC 100B/02/Sept/02

27. REPAIRS TO THE BRIDGE AT THE STAUNCH

Quotes to be obtained.

28. BRANDON TOWN COUNCIL MEASURES AGAINST VANDALISM

Nothing to report.

29. TO CONSIDER FUTURE BTC PRESS REPORTS IN BRANDON LIFE Etc ...

Resolution Record No. **BTC110/01/Sept//03**

Proposed by the Vice Chairman Cllr Mrs E Milner and seconded by Cllr Mr C M Silvester.

CARRIED: Unanimous

THAT BRANDON TOWN COUNCIL CAN RELEASE PRESS REPORTS TO THE BRANDON LIFE FOR EACH PUBLICATION - CURRENTLY CIRCULATED ON ALTERNATIVE WEEKS.

30. JUSTICES LICENCE APPLICATIONS

Cllrs Mr S J Edwards and Mr N A Vant both declared an interest and left the Meeting.

30 (i) Application for Section 70 Extended Hours Order

The Great Eastern Hotel, Brandon

30 (ii) Transfer of Justices Licence
The Flintknappers Public House, Brandon
The Council was not quorate and unable to consider these applications.

31. BANK MANDATE SIGNATURES

Sufficient signatories have signed mandates.

32. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

Resolution Record No. **BTC111/01/Sept//03**

Proposed Cllr Mr P T MacLoughlin and seconded by Cllr Mr R Silvester.

CARRIED: Unanimous

THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW FOR THE FOLLOWING REASONS: CONFIDENTIAL MINUTES; STAFFING ISSUES; QUOTATIONS. [Section 100(A)(4) LGA 1972]

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

33. RATIFICATION OF CONFIDENTIAL MINUTES OF THE SPECIAL BRANDON TOWN COUNCIL MEETINGS OF MONDAY 4 AUGUST 2003, MONDAY 11 AUGUST 2003 (CONTINUATION MEETING) AND MONDAY 11 AUGUST 2003 PUBLIC ITEMS) [LGA 1972 Sch. 12]

MONDAY 4 AUGUST 2003

Resolution Record No. **BTC112/01/Sept//03**

Proposed by Cllr Mr N A Vant and seconded by the Chairman Cllr Ms J S Bourton

CARRIED: 6 for, 0 against, Cllr P T MacLoughlin out of room

THAT THE CONFIDENTIAL MINUTES OF THE SPECIAL BRANDON TOWN COUNCIL MEETING OF MONDAY 4 AUGUST 2003 BE ACCEPTED AND SIGNED AS A TRUE RECORD

MONDAY 11 AUGUST (CONTINUATION MEETING)

Resolution Record No. **BTC113/01/Sept//03**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE SPECIAL BRANDON TOWN COUNCIL MEETING OF MONDAY 11 AUGUST 2003 BE ACCEPTED AND SIGNED AS A TRUE RECORD

MONDAY 11 AUGUST 2003 (CONFIDENTIAL ITEMS)

Resolution Record No. **BTC114/01/Sept//03**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE SPECIAL BRANDON TOWN COUNCIL MEETING OF MONDAY 11 AUGUST 2003 (PUBLIC ITEMS) BE ACCEPTED AND SIGNED AS A TRUE RECORD

34. MATTERS ARISING FROM CONFIDENTIAL MINUTES

None arising.

35. TO DISCUSS ACQUISITION OF LAND: NEW CEMETERY PURCHASE

36. TO CONSIDER CURRENT SALARY GRADES OF ALL STAFF

37. TO CONSIDER QUOTATIONS

CEMETERY SCAFFOLDING TOWER

Resolution Record No. **BTC115/01/Sept//03**

CARRIED:

THAT BRANDON TOWN COUNCIL PURCHASE THE REQUIRED SCAFFOLDING TOWER FROM LANSFORD ACCESS Ltd. PROVIDED ANY INCREASE IN PRICE SINCE RECEIVING THE ORIGINAL QUOTE DOES NOT EXCEED 5%.

PURCHASE OF NEW CEMETERY TRACTOR MOWER
Deferred until Precept.

PURCHASE OF NEW CEMETERY UTILITY VEHICLE
Deferred until next Full Meeting.

The Meeting terminated at 9 pm.