

## **BRANDON TOWN COUNCIL**

Minutes of the Full Brandon Town Council Meeting  
Held on Monday 7 March 2016

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

**Present:** Cllr. R Silvester, Cllr. P Ridgwell, Cllr. T Simmons, Cllr. G Hughes, Cllr. N Vant, Cllr. V Lukaniuk, Cllr. D Palmer, Cllr. P Callaghan, Cllr. I Horner, Cllr. L Jacobs, Cllr. E Jacobs.

The minutes are taken from notes and the recorded transcript of the meeting.

A minute's silence was held in respect of former Chairman Cllr. David Bimson.

**Also present:** Mrs B Harding (Assistant to the Town Clerk), eight members of the public.

The meeting commenced at 7.00 pm.

**1. APOLOGIES FOR ABSENCE** and approval of reasons tendered.

Non-attendance: Cllr. P Macloughlin.

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

None.

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

Of the Brandon Town Council Precept Meeting of Monday 25 January 2016 and of the Brandon Town Council Meeting of Monday 1 February 2016.

Resolution Record No. **BTC/77/07/Mar/16**

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

**CARRIED:** Unanimous.

THAT THE MINUTES OF THE OF THE BRANDON TOWN COUNCIL PRECEPT MEETING OF MONDAY 25 JANUARY 2016 AND OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 1 FEBRUARY 2016 BE ACCEPTED AS A TRUE RECORD.

**4. MATTERS ARISING** for information exchange only of the Brandon Town Council Meeting of Monday 1 February 2016 included a request from Cllr. G Hughes for clarification on agenda item 7 relating to written reports sent with the agenda papers (there should be no discussion or debate at the meeting, other than questions to the originator of the report); occupants of the cottages opposite Towlers Court to be contacted by letter requesting the leylandi trees situated on their properties are reduced in height and width to prevent encroachment onto the public highway (also included in the town monitor's report); George Street car park light still not working (PR to action); Queens 90<sup>th</sup> birthday celebration options (a meeting of the Town's Improvement working party to be arranged). The Clerk has booked Breckland Brass Band as part of the celebrations for Sunday 12<sup>th</sup> June 2016.

Signed.....

**5. PUBLIC FORUM**

Members of the public asked questions relating to the planning application for the 1600 new homes / bypass for Brandon (not officially dead but not coming to committee at this present time); volunteers to assist in the planting and upkeep of plants for Victoria Avenue (conservation area therefore may require planning permission); vehicles / HGV's using the dirt track at the rear of the Church Institute (RS to contact Highways for advice); bad state of Green Road and Swallow Drive (RS to action); overhanging foliage affecting the streetlight at Blackbird Avenue (tree pruned road side only last year, RS to action); update on mud on Small Fen Lane (RS to action); written reports by councillors to be made available to members of the public at the meeting and also sent to Brandon Life.

**6. TO RECEIVE A REPORT FROM RAF LAKENHEATH**

Squadron Leader Neilds said over one thousand sorties will be taking place during the month of March; night flying will be minimal and finishing at 7.00pm; police are involved in the laser beam incident and any information should be given to them direct. No questions were raised.

**7. TO RECEIVE WRITTEN REPORTS** from County, District Councillors, Town Monitors, Town Council Representatives who sit on outside bodies.

Contents noted. Copies of the reports will be kept on file for future reference.

**8. URGENT BUSINESS**

One matter of urgent business to be heard in the confidential section of the meeting.

**9. ACCOUNTS**

Resolution Record No. **BTC/78/07/Mar/16**

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

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR FEBRUARY 2016. ADDITIONALLY, INCOME AND EXPENDITURE AGAINST BUDGET WAS APPROVED.

Date	Amount	Supplier	Chq No	Net	Vat
Feb-16	42.00	Lyreco	104961	35.00	7.00
Feb-16	56.50	J & D Green	104962	56.50	
Feb-16	62.94	Finevale Srvices	104963	52.46	10.48
Feb-16	19.01	Sutcliffe Play	104965	15.84	3.17
Feb-16	48.00	Graham Smith	104966	40.00	8.00
Feb-16	8.34	Cooleraid	104967	6.95	1.39
Feb-16	6.97	Chase Timber	104968	5.81	1.16
Feb-16	116.99	Neopost	104969	97.49	19.50
Feb-16	1436.40	Townsweb Archiving	104970	1197.00	239.40
Feb-16	59.44	Fengate Fasteners	104971	49.53	9.91
Feb-16	11.89	Travis Perkins	104972	9.91	1.98
Feb-16	90.00	L S Electrical	104973	90.00	
Feb-16	2385.60	Smith of Derby	104974	1988.00	397.60

Signed.....

**10. STANDING ORDERS/FINANCIAL STANDING ORDERS/ CONTRACT PROVIDERS/ RISK ASSESSMENT**

Resolution Record No. **BTC/79/07/Mar/16**

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

**CARRIED:** Unanimous.

THAT SUBJECT TO THE ADDITON OF ELLIS WHITTAM TO THE LIST OF CONTRACT PROVIDERS, BRANDON TOWN COUNCIL RATIFIES STANDING ORDERS/FINANCIAL STANDING ORDERS/CONTRACT PROVIDERS/RISK ASSESSMENT.

**11. CHRISTMAS LIGHTS**

As the report from our current contractor, Ray Lake Electrical, was considered to be biased and not independent and the report from SCC not relevant, it was agreed to contact two further Christmas lighting companies for their advice (NV to supply addresses).

**12. QUEEN'S 90<sup>TH</sup> BIRTHDAY CELEBRATIONS**

It was resolved the Improvements to the Town working group be given responsibility for pursing this further. Suggestions included commemorative medals, an ornate arch at Victoria Avenue, mugs, pens, a bench with an engraved plaque positioned on Market Hill.

**13. BRANDON TOWN COUNCIL WEBSITE**

Resolution Record No. **BTC/80/07/Mar/16**

Proposed by Cllr. T Simmons and seconded by Cllr. I Horner.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL RESOLVES TO APPOINT TERRY HAWKINS AS THE NEW PROVIDER FOR THE BRANDON TOWN COUNCIL WEBSITE FOR THE SUM OF THREE HUNDRED AND NINETY-NINE POUNDS PLUS TWENTY-FIVE POUNDS PER UPDATE.

**14. TRAINING FOR TREE WORK**

No further action on training the town keepers to carry out tree work at Victoria Avenue and the Cemetery.

**15. BRANDON POORS ESTATE**

Resolution Record No. **BTC/81/07/Mar/16**

Proposed by Cllr. N Vant and seconded by Cllr. T Simmons.

**CARRIED:** Unanimous.

THAT BRANDON TOWN COUNCIL RESOLVES TO APPOINT CLLR. R SILVESTER AS THE NEW REPRESENTATIVE TO THE BRANDON POOR'S ESTATE.

**16. BRANDON TOWN COUNCIL FORMS A WORKING GROUP TO LIAISE WITH SUFFOLK POLICE**

Resolution Record No. **BTC/82/07/Mar/16**

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

**CARRIED:** 9 for 1 against.

Signed.....

THAT BRANDON TOWN COUNCIL RESOLVES TO FORM A WORKING PARTY TO LIAISE WITH SUFFOLK POLICE. CLLRS. HUGHES, JACOBS, CALLAGHAN WERE DULY APPOINTED.

**17. TO RECEIVE A REPORT ON THE PROVISION OF WI-FI ON MARKET HILL**

Deferred until the next Brandon Town Council meeting.

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

Resolution Record No. **BTC/83/07/Mar/16**

**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: CONTRACT.*

The meeting was adjourned for a short comfort break.

With no further business the meeting closed at 9.30pm.

Signed.....