

BRANDON TOWN COUNCIL
Minutes of the Meeting of the Full Brandon Town Council
Held at 7.00 pm on Monday 4th September 2006
At the (New) Forest School, Bury Road, Brandon.

Present: The Chairman Cllr. R Silvester, Cllr. Mrs S Jureko, Cllr. P Ridgwell, Cllr. N Vant, Cllr. A Simmons, Cllr. Mrs M Young, Cllr. G Hughes, Cllr. S Edwards, Cllr. Mrs C Arnold.

Also present: Mrs C Mason (Town Clerk), Squadron Leader Paul Harrison, Sgt. Jo Garrard, PC Paul Crouch, 2 members of the public.

The meeting commenced at 7.02pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered [LGA 1972 s.85].
Cllr. E Ashley, Cllr. Mrs C Silvester, Cllr. D Bimson, Cllr. P MacLoughlin.

2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS (per Parish Councils code of conduct 2001/Local Government Act 2000).

None.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 3rd July 2006 (Public Items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/39/04/Sept/06**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs S Jureko.

CARRIED: 7 for 1 abstention.

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 3RD JULY 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 3rd July 2006 (Public Items) [LGA 1972 Sch.12].

Cllr. P Ridgwell questioned why his suggestion to Sgt. Jo Garrard that Brandon police write a regular report in Brandon Life was not shown in the minutes. The Clerk said this had been shown in agenda item 7 of the June minutes.

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

Resolution Record No. **BTC/40/04/Sept/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. G Hughes.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM AND REPORTS.

A local resident voiced his concern that with planning applications no longer discussed at the monthly Town Council meeting, members of the public were not always aware of current planning issues. The Chairman gave his assurance that any contentious planning application would be brought to the attention of the Full Council and not dealt with by the Planning Panel.

Resolution Record No. **BTC/41/04/Sept/06**

Proposed by Cllr. Mrs C Arnold and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREE TO INVITE MEMBERS OF THE PUBLIC TO ATTEND THE FORTNIGHTLY PLANNING PANEL MEETING.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

RAF Squadron Leader Paul Harrison introduced himself after having only been in the post for seven weeks. Two items of information were given: a) work at Gate 1 has been completed and traffic chaos has been eased on the A1065 and b) commencing on Thursday 5th September there is to be a major deployment of 1000 Base personnel to cover operations in Iraq

7. TO RECEIVE A REPORT FROM THE POLICE

Sgt Jo Garrard informed the Meeting that although not yet fully staffed, the Safer Neighbourhood Team has been up and running for the last seven weeks. The Community Beat Officers within the team will respond to essentially Grade 2 requests for assistance i.e. Anti-social behaviour, neighbourhood disturbances, drug issues.

A Multi-Cultural Forum for migrant workers is to be arranged next year. Cllr. Mrs S Jureko to represent the Town Council at the initial planning stage of the Forum.

Questions to Sgt. Garrard included incident response time, vehicles going through 'No Entry' signs and the operational hours of the CCTV cameras on Market Hill.

PC Paul Crouch from the Safer Neighbourhood Team said reported crime figures for the area were difficult to define as they were part of a total figure for the whole of the Forest Heath District. Issues covered in his report included the identification of underage drinkers, the monitoring of the Thetford Road bus shelter, the recent street robbery in Bury Road and the arson attack on the BT building.

Cllr. P Ridgwell congratulated the Safer Neighbourhood Team for their article in the Brandon Life.

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

Given the time of year, District Councillor S Edwards said there were no issues to report.

The Chairman reconvened the meeting.

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

For information only:

a) Training afternoon hosted by Suffolk Constabulary at Police Headquarters, Martlsham Heath on Tuesday 26th September, covering Problem Solving.

b) The 2006 Civic Leaders Day at RAF Lakenheath is to be held on Friday October 6th at 11.am. Four pairs of tickets are available.

Cllr. R Silvester had received a complaint concerning an overgrown hedge in Gas House Drove (entry to Dove Cottage). William Brown Estate Agents to be advised

The Chairman read out a letter received from Mr Bruce Weetman detailing the sad state of affairs that exist in the area situated between the rears of Wood Close, Heath Road and Glade School. Concerning comments in respect of rubbish being left for several months,

Cllr. S Edwards said he would investigate this complaint further and report his findings back to the Town Clerk.

A request has been received for a shrub and memorial plaque to be positioned in the grounds of Brandon Cemetery.

Resolution Record No. **BTC/42/04/Sept/06**

Proposed by Cllr. Mrs M Young and seconded by Cllr. P Ridgwell.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVE A REQUEST FOR A SHRUB AND MEMORIAL PLAQUE TO BE POSITIONED IN THE GROUNDS OF BRANDON CEMETERY.

A request to hold a French Market on the Market Hill, Brandon has been received from Marché de France.

Resolution Record No. **BTC/43/04/Sept/06**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs C Arnold.

CARRIED: Unanimous.

THAT SUBJECT TO FOREST HEATH CONSENT, BRANDON TOWN COUNCIL SUPPORTS THE REQUEST FROM MARCHÉ DE FRANCE TO HOLD A FRENCH MARKET ON THE MARKET HILL, BRANDON.

10. ACCOUNTS

To receive and approve payments.

10.1 Retrospective approval of payments : Public Items – July 2006. As notified.

Resolution Record No. **BTC/44/04/Sept/04**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR JULY 2006 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Net Total	VAT
Jul-06	243.56	Canon (Rental & Servicing Photocopier)	207.29	36.27
Jul-06	6.00	J & D Green Window Cleaner	6.00	
Jul-06	58.87	Thetford Garden Centre	50.10	8.77
Jul-06	201.60	Diddlington Nurseries (Hanging Baskets)	172.00	29.60
Jul-06	114.94	Neat Ideas	97.82	17.12
Jul-06	353.58	Border Building Supplies Ltd	300.91	52.67
Jul-06	105.44	Finevale Service Station	89.74	15.70
Jul-06	30.70	Shaw & Sons Ltd (Books)	30.70	
Jul-06	6.00	J & D Green Window Cleaner	6.00	
Jul-06	10,785.88	SCC (Maintenance & Energy Costs)	9,179.47	1,606.41
Jul-06	94.30	Finevale Service Station	80.25	14.04
Totals:	12,000.87		10,220.28	1,780.58

10.2 Retrospective approval of Confidential Items – July 2006. (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/45/04/Sept/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR JULY 2006 (CONFIDENTIAL ITEMS – STAFF SALARIES/LOCAL GOV. PENSIONS) AS CIRCULATED TO COUNCILLORS IS APPROVED.

10.3 Approval of payments : Public Items –August 2006. Discussion permitted upon.
Resolution Record No. **BTC/46/04/Sept/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR AUGUST 2006 AND REPRODUCED HEREUNDER ARE APPROVED.

Date	Amount	Supplier	Net Total	VAT
Aug-06	80.05	Neat Ideas	68.87	11.18
Aug-06	164.45	Powergen	154.71	7.74
Aug-06	25.67	Powergen	24.45	1.22
Aug-06	6.00	J & D Green (Window Cleaner)	6.00	
Aug-06	26.94	Vodafone	23.97	2.97
Aug-06	144.87	Glasdon	123.30	21.57
Aug-06	76.85	Pearsons (Thetford) Ltd	65.40	11.45
Aug-06	795.15	Alfred McAlpine	676.72	118.43
Aug-06	2,086.15	Public Works Loan Board	2,086.15	
Aug-06	346.62	RBS Software Solutions	295.00	51.62
Totals:	3,752.75		3,524.57	226.18

10.4 Confidential Items – August 2006 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/47/04/Sept/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT PAYMENT ON THE LIST SUBMITTED FOR AUGUST 2006(CONFIDENTIAL ITEMS – STAFF SALARIES/LOCAL GOV. PENSIONS) AS CIRCULATED TO COUNCILLORS IS APPROVED.

10.5 To approve the purchase of the limited edition Brandon Burial Book by Peter Hurrell.

Resolution Record No. **BTC/48/04/Sept/06**

Proposed by Cllr. N Vant and seconded by Mrs S Jureko.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVE THE PURCHASE OF THE LIMITED EDITION BRANDON BURIAL BOOK BY PETER HURRELL.

11. BUS SHELTER, THETFORD ROAD

To reconsider the position of the Thetford Road bus shelter as agreed under Resolution Record No. **BTC/241/03/Apr/06**.

Resolution Record No. **BTC/49/04/Sept/06**

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

CARRIED: Unanimous.

THAT THE BRICK BUS SHELTER LOCATED ON THETFORD ROAD, BRANDON IS NOT DEMOLISHED AT THIS PRESENT TIME.

To ascertain a precise location for the old London Road bus shelter a site visit to the play area was arranged for Saturday 9th September 2006 at 12.00pm. Apologies were given in advance by Cllr. G Hughes and Cllr. Mrs M Young.

12. STREET LIGHTING

To approve the cost of two replacement street lighting units at Hillside, Brandon.

Resolution Record No. **BTC/50/04/Sept/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs M Young.

CARRIED: Unanimous.

THAT THE QUOTATION RECEIVED FROM SUFFOLK COUNTY COUNCIL TO REPLACE THE STREET LIGHTING UNITS 429 & 431 HILLSIDE, BRANDON FOR THE TOTAL SUM OF £1374.00 PLUS VAT IS APPROVED.

13. ALLOTMENTS

13.1 To receive an update on the provision of allotments.

A positive response has been received from the Brandon Remembrance Playing Fields in connection with our request for extra land (75 metres x 90 metres). A meeting is to be arranged between Brandon Town Council and the B.R.P.F. Cllr. R Silvester, Cllr. A Simmons and

Cllr. Mrs S Jureko to attend.

13.2 To approve advisory charges to be made by Bidwells Property Consultants, in connection with the granting of a lease to Brandon Town Council.

Cllr. Mrs C Arnold and Cllr. Mrs M Young declared an interest in this item and left the room. The Members Book of Interests was duly signed.

Resolution Record No. **BTC/51/04/Sept/06**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs S Jureko.

CARRIED: 6 for 1 against.

THAT THIS COUNCIL APPROVES ADVISORY CHARGES TO BE MADE BY BIDWELLS PROPERTY CONSULTANTS, IN CONNECTION WITH THE GRANTING OF A LEASE TO BRANDON TOWN COUNCIL FOR ALLOTMENT LAND.

14. THE ORCHARD, COULSON LANE

14.1 To examine provisional proposals to develop the Orchard.

A preliminary plan for the renovation of the Orchard was circulated prior to the meeting. Recommended for Phase 1: Thin trees, grade surface and seed. Recommended for Phase 2: Extend paths, add seats and further plant additional fruit trees.

Resolution Record No. **BTC/52/04/Sept/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. Mrs C Arnold.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES IN PRINCIPLE THE PRELIMINARY DESIGN FOR THE RENOVATION OF THE ORCHARD.

14.2 To appoint a working group to oversee the project: It was agreed Cllr. N Vant, Cllr. Mrs M Young and Cllr. A Simmons will oversee the Orchard renovation project.

15. CEMETERY ISSUES

15.1 To confirm the minutes of the Annual Cemetery Meeting of Thursday 10th August 2006.

Resolution Record No. **BTC/53/04/Sept/06**

Proposed by Cllr. G Hughes and seconded by Cllr. Mrs S Jureko.

CARRIED: Unanimous.

THAT THE MINUTES OF THE ANNUAL CEMETERY MEETING OF THE 10TH AUGUST 2006 BE ACCEPTED AS A TRUE RECORD.

15.2 To approve a request to erect white kerbstone edging to plot 458, remove grass and replace with coloured stones.

Resolution Record No. **BTC/54/04/Sept/06**

Proposed by Cllr. P Ridgwell and seconded by Cllr. Mrs M Young.

CARRIED: Unanimous.

THAT A REQUEST TO ERECT WHITE KERBSTONE EDGING TO PLOT 48, REMOVE GRASS AND REPLACE WITH COLOURED STONES IS APPROVED.

16. CYCLE PATHS

To identify suitable locations within Brandon.

A list of suggested routes to be forwarded to Suffolk County Council:

Brandon High Street: Victoria Avenue: Station to Town Centre: Bury Road to Brandon Country Park: Church Road/ Manor Road.

17. REVIEW OF EXISTING PATH HIERARCHY (PUBLIC RIGHTS OF WAY)

To formulate recommendations for grading public rights of way within Brandon.

Resolution Record No. **BTC/55/04/Sept/06**

Proposed by Cllr. N Vant and seconded by Cllr. Mrs S Jureko.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL RECOMMENDS FOOTPATH NO. 8& 9 ARE UPGRADED TO CLASS 2A AND FOOTPATH NO.13 UPGRADED TO CLASS 1. ALL REMAINING FOOTPATHS TO REMAIN AS PREVIOUSLY CATEGORIZED.

A vote of thanks was given to Cllr. N Vant for the preliminary work he had carried out identifying locations of the various footpaths.

18. CLERK'S MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

No Issues were raised.

19. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/56/04/Sept/06**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. R Silvester.

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

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

20. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 3rd July 2006.

Resolution Record No. **BTC/57/04/Sept/06**

CARRIED: Unanimous.

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 3RD JULY 2006 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

21. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 3rd July 2006.

None.

22. BRANDON TOWN COUNCIL'S MAJOR PROJECTS

* CONFIDENTIAL *

23. CEMETERY

Resolution Record No. **BTC/58/04/Sept/06**

CARRIED: Unanimous.

THAT THIS COUNCIL AGREES TO AN IMMEDIATE XXX INCREASE ON THE CURRENT BRANDON CEMETERY TABLE OF FEES AND FURTHERMORE AGREES TO THESE CHARGES BEING REVIEWED ANNUALLY.

24. GROUNDWORK QUOTATIONS

Resolution Record No. **BTC/59/04/Sept/06**

CARRIED: Unanimous.

THAT THE QUOTATION RECEIVED FROM S.P. LANDSCAPES & TREE CONTRACTORS LTD TO POLLARD 5 LIME TREES AT LONDON ROAD, BRANDON FOR THE SUM OF XXX + VAT IS ACCEPTED.

25. ANY OTHER BUSINESS

CONFIDENTIAL

The meeting ended at 10.10pm