

Brandon Town Council
Annual General Meeting
Monday 14th May 2018

Note: In the case of non-members, this Agenda is for information only

BRANDON TOWN COUNCIL
Old School House, Market Hill, Brandon, Suffolk, IP27 0AA
Telephone 01842 811844

9th May 2018

TO ALL MEMBERS OF THE FULL COUNCIL

You are hereby summoned to attend the **ANNUAL GENERAL MEETING** to be held in the Council Chamber, The Old School House, Market Hill, Brandon on Monday 14th May 2018 at 7pm.

Graham Cock
Town Clerk

Members requiring further information, or with specific questions are asked to raise these with the Clerk at least 2 working days before the meeting. If the information requested is available, this will be provided and reported to the Council

AGENDA

- 1 ELECTION OF CHAIRMAN AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**
- 2 ELECTION OF VICE CHAIRMAN**
- 3 APOLOGIES** for absence and approval of reasons tendered
- 4 DECLARATION OF INTEREST** and additions to Members Register of Interest
- 5 TO RECEIVE, CONFIRM AND SIGN MINUTES**
- Of the Brandon Town Council Meeting of Monday 9th April 2018
- 6 MATTERS ARISING** for information exchange only of the Full Council meeting of 9th April.
- 7 PUBLIC FORUM** Monthly event limited to 3 minutes duration maximum per resident.
- 8 TO RECEIVE A REPORT FROM RAF LAKENHEATH**
- 9 TO RECEIVE REPORTS** from County and District Councillors, Community Groups Representatives

10 TO RECEIVE VERBAL REPORTS from the Town Clerk and of the Chairman's Itinerary.
Both to be limited to 3 minutes duration per report.

11 CORRESPONDENCE

- Poors Estate correspondence
- NSPCC
- School Readers
- The Desert Rats Association
- Brandon Neighbourhood Watch
- NHS – Community Engagement Group
- Brandon In Bloom
- West Suffolk – Homelessness Reduction Strategy

12 URGENT BUSINESS and any items the Chairman considers a matter of urgent business

13 ACCOUNTS To approve the payments for April 2018 (see attached)

14 RECEIPT OF THE MINUTES of the last meeting of the Finance Committee.

15 CONSIDERATION OF the recommendations of the Finance Committee.

16 RECEIPT OF THE MINUTES of the last meeting of the Planning Committee.

17 RESOLUTION from Cllr P Callaghan No. 272

To review the terms of reference of the Planning, Finance and Staffing
Committees.

18 APPOINTMENT OF MEMBERS to the Planning, Finance and Staffing Committees.

19 APPOINTMENT OF COUNCILLORS TO COMMUNITY GROUPS, 2018-19.

- Brandon Neighbourhood Watch
- Brandon Remembrance Playing Fields
- Community Association Representative
- Public Transport Liaison Officer
- FHDC Health Forum
- SALC
- Brandon Country Park
- Brandon Voluntary Forum
- Safer Neighbourhood Team

20 REPRESENTATIVES FOR BTC COMMITTEES AND WORKING PARTIES, 2018-19

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- East Ward Lighting Working Party.
- West Ward Lighting Working Party.
- Cemetery Committee - **The Full Council**
- Website Working Party.
- Emergency Panel.

21 RESOLUTION from Cllr P Callaghan No. 273

To review and adoption of Standing Orders and Financial Regulations.

22 RESOLUTION from Cllr P Callaghan No. 274

To confirm arrangements for insurance cover in respect of all insured risks.

23 TO DETERMINE the time and place of ordinary meetings of the Full Council up to and including the next annual meeting of the Full Council.

24 RESOLUTION from Cllr P Callaghan No. 275

“The Council resolves to designate Cllr. Stewart as the lead person for safeguarding in the Town Council, and authorises him to undertake Local Safeguarding Board and Suffolk Safeguarding Adults Board training as required.”

See attached document regarding Safeguarding Policy for Town Councils

25 RESOLUTION from Cllr B Brabbs No. 276

To receive Legal opinion related to Cllr Brabbs’ appointment to the Poors Estate, Brandon, and to resolve to notify the Charity accordingly.

26 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

27 MATTERS ARISING

28 TO RECEIVE an update on the New Cemetery