

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held virtually using Microsoft Teams on Monday 12th October 2020 at 7.00pm

Present: Cllr P Wittam (Chair), Cllr V Lukaniuk, Cllr D Palmer, Cllr P Ridgwell,
Cllr S Skinner

Also Present: 8 members of the public.

1 APOLOGIES for absence and approval of reasons tendered.
Cllr Corciulo absent.

2 DECLARATION OF INTEREST and additions to Members Register of Interest – None.

3 TO RECEIVE A REPORT FROM SQN LDR TURNBULL - RAF LAKENHEATH

Sqd Leader Turnbull apologised for his absence recently which was due to his Son contracting Covid and his wife working on a Covid ward. The Sqd Leader continued to inform the meeting that USAF is following UK guidance regarding Covid accept where US regulations are greater than that of the UK. Gyms on US bases are still open as personnel need to maintain fitness levels for operational purposes. US personnel contravening UK regulation outside of base will be disciplined. They currently have no Covid cases in the hospital. 492 Squadron who have been training elsewhere will soon be coming back into the UK and will be immediately quarantining for fourteen days. Construction of the F35 facilities is continuing as there is just one year until the first planes arrive. Sqd Leader stated that the newly constructed Wangford Road set down site is not being used to 100% capacity partly due to Covid pandemic issues. He continued to inform that 2.8 billion pounds is due to be spent on base in the next fifteen years. Sqd Leader was aware that the aircraft spotters on the A1065 were presenting problems to traffic flow and security on base. US Air Force police and Suffolk police are in consultation with the base regarding these problems and some remedies will shortly be put in place. Cllr Lukaniuk stated it was good to see the Sqd Leader again and it was a pity that we were not able to commemorate the Battle of Britain, VE Day and VJ Day properly. Sqd Leader enquired if the number of lorries coming through Brandon had diminished particularly those from Holbrook Haulage which should not now be a problem as materials are being routed from Ely. Cllr Lukaniuk commented that the lorries are still a problem, but these are generally outside of the remit of the F35 Contract.

4 TO RECEIVE AND CONFIRM MINUTES

- Of the Brandon Town Council Meeting of Tuesday 22nd September 2020.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/27/12/Oct/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF TUESDAY 22ND SEPTEMBER 2020 BE APPROVED.

Signed.....

5 CO-OPTION TO BRANDON TOWN COUNCIL

To receive applications for co-option to Brandon Town Council.

Two applications were received. The candidates presented themselves to Council. Following legal advice received from NALC the Clerk informed Council that we are obliged to accept candidates providing the number of candidates do not exceed the number of vacancies. The declaration of Acceptance of Office was duly signed and Register of Interests will be returned in due course to the office.

6 MATTERS ARISING for information exchange only of the Full Council Meeting of 22nd September 2020.

Cllr Ridgwell enquired what action was being taken about the dog fouling on the football pitches at Brandon Remembrance Playing Fields. Cllr Wittam stated that the Playing Fields had erected notices asking people to clear up after themselves. Cllr Lukaniuk stated that the responsibility of the clear up is with the Remembrance Playing Field. Cllr Wittam further added that there is significant fox activity in the area which may account for the quantity of excrement noted.

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

Cllr Wittam stated that the district plan is now out for consultation and he has a meeting with Natural England planned for the 16th November.

8 TO RECEIVE REPORTS from County, District and Town Councillors and Community Groups Representatives.

Cllr Lukaniuk informed the meeting that there appeared to be no good news regarding the Covid 19 pandemic in Suffolk. He was aware the infection rate in the East and West regions of the County is rising and therefore we must do better in preventing this happening in Brandon. Cllr Palmer stated that the refurbishment and development of the Leisure Centre costing 1.9 million pounds is progressing, and he has details if required. Cllr Skinner updated the meeting on the activities of the Christmas lighting group and that there would be a Cemetery group meeting later in the week.

9 TO RECEIVE WRITTEN REPORT from the Town Clerk.

Report was received.

10 PUBLIC FORUM Monthly event limited to 3 minutes duration maximum per resident.

A member of the public asked what progress had been made with the development of the new cemetery. The Clerk outlined the current position with Cllr Wittam stating that difficulties had been experience with communications with Suffolk. Another resident congratulated the new Councillors on their appointment. He also stated that Weeting had received no planning appeal regarding the crematorium or housing development. A further resident enquired what funds were left in the grant budget for the current year. The Clerk outlined the current situation using the Income and Expenditure budget published. Another resident stated that dog walkers using Brandon Remembrance Playing Fields should pick up waste left by their dogs. Cllr Wittam replied that he had seen an amount of plastic waste left and that ground staff should be picking up litter. Cllr Palmer added that not only had he seen dog waste, but he felt some was due to deer's and humans.

Signed.....

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Another member of the public informed that Council that the town clock had stopped. The Clerk informed the resident that the Council was aware of the matter and was attempting to gain access to the tower to try and rectify the matter. The resident then commented that the notice board at Old School House was in a poor condition. The Clerk stated that it was envisaged that due to the quantity of notices that the Council need to display it was intended that we re-site the notice board and have two, one for Community and one for Council notices. Another resident stated that the clock had stopped at 14:38 which did not coincide with the power failure in Brandon. Cllr Palmer stated that the time difference between the power outage and the clock stopping was explained by the escapement of the clock mechanism running down as it was not being electrically driven.

11 CORRESPONDENCE

SERV Suffolk and Cambridgeshire – Donation – information received.

12 ACCOUNTS To approve the payments for September 2020.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/28/12/Oct/20**

CARRIED: Unanimous

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
04/09/2020	9124	Brandon Life Ltd	Advertising	£45.00	£0.00	£45.00	105710
05/09/2020		Mr G Cock	Reimbursement	£26.94	£2.01	£28.95	105711
07/09/2020	59570	Blademaster	Re sharpen Mower Blades	£15.00	£3.00	£18.00	105712
07/09/2020	202217	Fengate Fasteners Ltd	Town Costs	£12.15	£2.43	£14.58	105713
15/09/2020	202648	Fengate Fasteners Ltd	PPE	£10.95	£0.00	£10.95	105713
10/09/2020	K11662	Ernest Doe & Sons Ltd	Town Costs	£15.74	£3.15	£18.89	105714
11/09/2020	K11774	Ernest Doe & Sons Ltd	Town Costs	£32.25	£6.45	£38.70	105714
17/09/2020	K12116	Ernest Doe & Sons Ltd	Town Costs	£55.96	£11.20	£67.16	105714
15/09/2020	2200044498	R S Components Ltd	Smoke detector testers	£40.17	£8.03	£48.20	105715
11/09/2020		Mrs A Barnes	Reimbursement	£25.20	£0.00	£25.20	105716
14/09/2020	270214	J & D Green	Cleaning Windows OSH	£16.50	£0.00	£16.50	105717
17/09/2020	1085228531	Stannah Lift Services Ltd	Lift Services	£116.67	£23.33	£140.00	105718
24/09/2020	50404	Chase Timber Products	Timber Preservative	£5.61	£1.12	£6.73	105719
30/09/2020	50468	Chase Timber Products	Cemetery Fence	£15.28	£3.06	£18.34	105719
30/09/2020	20200000876	Finevale Service Station	Fuel	£102.16	£20.43	£122.59	105720
05/10/2020		HMRC	NICS	£1,229.16	£0.00	£1,229.16	105721
07/08/2020	206813	Corona Corporate Sols.	Photocopier - Copies	£115.90	£23.18	£139.08	Direct Debit
22/08/2020	M009 M0	BT	Phone OSH	£19.72	£3.94	£23.66	Direct Debit
28/08/2020	H18DCF2ED8	E.ON	Electric Pillar 8 Market Hill	£8.69	£0.43	£9.12	Direct Debit
28/08/2020	H18DD1A5D7	E.ON	Electric Pillar 9 Market Hill	£6.81	£0.34	£7.15	Direct Debit
29/08/2020	H18DE460AE	E.ON	Electric Cemetery Yard	£15.16	£0.76	£15.92	Direct Debit
30/08/2020	H109C495A0	E.ON	Electric OSH	£75.55	£3.78	£79.33	Direct Debit
30/08/2020	H109C47DF4	E.ON	Electric New Yard	£39.64	£1.98	£41.62	Direct Debit
02/09/2020	115263	Cranberry Comms.	Microsoft 365 Subscription	£94.00	£18.80	£112.80	Direct Debit
14/09/2020		Public Works Loans	OSH Loan	6779.46	0.00	6779.46	Direct Debit
18/09/2020	670890	Everflow	Water OSH	£15.28	£0.00	£15.28	Direct Debit
24/09/2020		Creative Pension Trust	Pensions	£342.63	£0.00	£342.63	Direct Debit
28/09/2020	1127508	West Suffolk Council	Trade Waste	£71.92	£0.00	£71.92	Direct Debit
25/09/2020		CMS		£45.00	£0.00	£45.00	BACS

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13 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR JULY AND AUGUST 2020

The Income and Expenditure Statement against Budget for July and August were received.

14 RESOLUTION from Cllr P Wittam No. 363

Brandon Town Council resolves to purchase notice boards for Old School House and the cemetery at a cost of no more than £1300 each. Cllr Etherington stated that the current notice board outside Old School House was difficult to read due to the state of the display window. Cllr Ridgwell asked that the notice board be positioned nearer the wall as many notices placed on the board were difficult to read due to the size of the font. The Clerk commented that it was his intention to relocate the notice board to the grass in front of the clock tower facing Market Hill which should solve this problem. Cllr Wittam stated that planning permission may well be required as it is in a conservation area. Cllr Etherington asked that the design be agreed by Council.

Seconder: Cllr P Etherington

Resolution Record No: **BTC/29/12/Oct/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO PURCHASE NOTICE BOARDS FOR OLD SCHOOL HOUSE AND THE CEMETERY AT A COST OF NO MORE THAN £1300 EACH.

15 RESOLUTION from Cllr V Lukaniuk No. 364

Brandon Town Council resolves to grant permission for the use of the surplus downstairs room for the teaching of children, Saturdays only. With the option of a three-month termination period. Cllr Lukaniuk declared an interest in the subject and would not be voting. Cllr Etherington asked who would be cleaning the room after use to comply with Covid requirements. Cllr Lukaniuk assured Councillors that the room would be cleaned by the lady using the facilities. Cllr Ridgwell asked who would lock and unlock. Cllr Lukaniuk advised that he would be on hand initially, but the occupant would be responsible for ensuring the premises were locked. This is initially a trial to establish that it is suitable for all parties and will be reviewed. Cllr Skinner was in favour but asked that we check with our insurers. Cllr Etherington was not happy about alarm codes being given out.

It was proposed that the resolution be amended by the addition of “on provision of the approval from the insurance company.”

Proposer: Cllr V Lukaniuk

Seconder: Cllr S Skinner

Resolution Record No: **BTC/30/12/Oct/20**

CARRIED: By majority vote: 7 for, 1 abstention

Brandon Town Council resolves to grant permission for the use of the surplus downstairs room for the teaching of children, on the provision of the approval from the insurance company. Saturdays only. With the option of a three-month termination period.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/31/12/Oct/20**

CARRIED: By majority vote: 7 for, 1 abstention

Signed.....

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BRANDON TOWN COUNCIL RESOLVES TO GRANT PERMISSION FOR THE USE OF THE SURPLUS DOWNSTAIRS ROOM FOR THE TEACHING OF CHILDREN, ON THE PROVISION FROM THE APPROVAL OF THE INSURANCE COMPANY. SATURDAYS ONLY. WITH THE OPTION OF A THREE-MONTH TERMINATION PERIOD.

16 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 P Wittam

Seconder: Cllr P Etherington

Resolution Record No: **BTC/32/12/Oct/20**

CARRIED: Unanimous

17 TO RECEIVE AND CONFIRM CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Tuesday 22nd September 2020.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/33/12/Oct/20**

CARRIED: By majority vote 5 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF TUESDAY 22ND SEPTEMBER 2020 BE APPROVED.

- Of the Brandon Town Council Extraordinary General Meeting of Friday 2nd October 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/34/12/Oct/20**

CARRIED: By majority vote 5 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE EXTRAORDINARY GENERAL MEETING OF FRIDAY 2ND OCTOBER 2020 BE APPROVED.

18 DISCUSSION re Christmas event.

A general discussion ensued regarding the aspects of the Christmas event. It was clearly stated that there would be no event, and that it will be a live streamed switch on of the Christmas lighting only.

19 ENERGY CONTRACTS

The Council approved the continuation of the existing supplier.

20 MATTERS ARISING

Discussion re staffing matters.

The meeting closed at 9:00pm

Signed.....