

Brandon Town Council  
Full Council Meeting  
Monday 5 February 2018

## BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting  
held on Monday 5 February 2018 in the Council Chamber, Old School House,  
Market Hill, Brandon at 7.00 pm

**Present:** Cllr B Brabbs, Cllr P Callaghan, Cllr P Etherington, Cllr V Lukaniuk,  
Cllr D Palmer, Cllr P MacLoughlin, Cllr P Ridgwell, Cllr R Silvester,  
Cllr T Simmons, Cllr S Smith, Cllr E Stewart, Cllr N Vant

**Also Present:** 20+ members of the public

**1. APOLOGIES FOR ABSENCE** and approval of reasons tendered: Cllr I Horner

**2. DECLARATIONS OF INTEREST**

Cllr P Etherington – Accounts/Pecuniary

**3. TO RECEIVE, CONFIRM AND SIGN MINUTES** of the Full Brandon Town Council Meeting of Monday 8th January 2018, and of the Brandon Town Council Precept Meeting of Monday 15th January 2018

Proposer: Cllr E Stewart

Seconder: Cllr P Etherington

Resolution Record No. **BTC/111/5/Feb/18**

**CARRIED:** 11 in favour, 1 abstention

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 8TH JANUARY 2018 AND THE PRECEPT MEETING OF MONDAY 15TH JANUARY 2018 BE ACCEPTED AS A TRUE RECORD.

**4. MATTERS ARISING** None

**5. PUBLIC FORUM** monthly event limited to 3 minutes duration maximum per resident.

- Mrs Alison Barnes suggested a donation for the installation of the pottery poppies Item 17 and explained the concept.
- Mr Bill Bishop commented on potholes in the town, the amount of available space in the Cemetery, The Lode and the new Cemetery.
- Mrs Annette Meadows gave thanks to various Councillor.
- Mrs Judy Rowe spoke about the trees on St Benedict's /St Stephens Roa being overgrown, and this is to be investigated by Cllrs Silvester and Lukaniuk
- Cllr Paul MacLoughlin spoke about the condition of trees in London Road.

Signed.....

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

- Received report from Sqn Ldr Neilds – all planes have returned to base from various missions, and the present take-off pattern is due to weather conditions, which may change, renewed flying activity in near future.
- A1065 closure still to be finalised.

#### 7. TO RECEIVE WRITTEN REPORTS from County and District Councillors and Community Groups Representatives

Cllr Lukaniuk confirmed that the cheque for Fledgelings was received.

#### 8. CORRESPONDENCE

- Suffolk Neighbourhood Watch letter received.
- St Nicholas Hospice Care – carol singing
- Suffolk Constabulary - community ‘Speed-watch’, to be invited to March meeting. -
- Historic England have designated the War Memorial in the Cemetery a Grade 2 Listed building.

#### 9. URGENT BUSINESS

- Coulson Lane parking to be investigated by Cllr Lukaniuk.
- FHDC confirmed deadline has passed so Brandon Town Council can go ahead and co-opt to fill the present vacancy. Advert for Noticeboard and Brandon Life.

#### 10. ACCOUNTS to approve the payments for January 2018

Proposer: Cllr E Stewart

Secunder: Cllr B Brabbs

Resolution Record No. **BTC/112/5/Feb/18**

**CARRIED:** Unanimous

| Date         | Total    | Supplier                            | Chq No | Nett     | VAT    |
|--------------|----------|-------------------------------------|--------|----------|--------|
| January 2018 | 50.00    | Royal British Legion – Poppy Wreath | 200933 | 50.00    |        |
| January 2018 | 46.03    | Chase Timber – Edging for Cemetery  | 200954 | 38.36    | 7.67   |
| January 2018 | 132.00   | Travis Perkins – Chipping           | 200955 | 110.00   | 22.00  |
| January 2018 | 16.50    | J&D Green – Window Cleaning         | 200956 | 16.50    |        |
| January 2018 | 50.00    | J&D Green – Bus Shelters            | 200956 | 50.00    |        |
| January 2018 | 4,813.32 | Ray Lake – Christmas Lighting       | 200957 | 4,011.10 | 802.22 |
| January 2018 | 137.10   | Finevale Service Stn – Fuel         | 200958 | 114.25   | 22.85  |
| January 2018 | 57.96    | P Etherington – Reimbursement       | 200960 | 57.96    |        |
| January 2018 | 250.00   | Culford Waste – Skip                | 200966 | 208.33   | 41.67  |
| January 2018 | 339.00   | C Whitaker – Clerk Consultancy      | 200967 | 339.00   |        |
| January 2018 | 368.40   | British Gas – Boiler Repair         | 200968 | 307.00   | 61.40  |
| January 2018 | 30.50    | R Brabbs – Reimbursement            | 200970 | 30.50    |        |
| January 2018 | 980.00   | D Vincent Builders – Wall Repairs   | 200972 | 980.00   |        |
| January 2018 | 24.00    | Creative Pensions                   | D/D    | 24.00    |        |
| January 2018 | 1,000.00 | Fledglings Pre-School – S137        | 200974 | 1,000.00 |        |
| January 2018 | 64.24    | BT                                  | D/D    | 55.20    | 11.04  |
| January 2018 | 11.06    | EON – Pillar No 9                   | D/D    | 10.53    | 0.53   |
| January 2018 | 12.23    | EON – Pillar No 8                   | D/D    | 11.65    | 0.58   |
| January 2018 | 78.16    | EON – Old School House              | D/D    | 74.44    | 3.72   |

Signed.....

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| Date         | Total  | Supplier                               | Chq No | Nett   | VAT   |
|--------------|--------|--|--------|--------|-------|
| January 2018 | 493.55 | EON – Xmas Tree Lights                 | D/D    | 411.29 | 82.26 |
| January 2018 | 295.54 | Arco Ltd – Work Clothing               | 200975 | 246.28 | 49.26 |
| January 2018 | 20.40  | Cooleraid – Water Cooler Cleaning      | 200976 | 17.00  | 3.40  |
| January 2018 | 131.98 | Stannah Lift Services                  | 200977 | 109.98 | 22.00 |
| January 2018 | 50.00  | Finevale Service Sta – Diesel          | 200983 | 41.67  | 8.33  |
| January 2018 | 108.00 | C Whitaker – Clerk Consultancy         | 200979 | 108.00 |       |
| January 2018 | 119.20 | Fed of Burial & Cremation – Subscript. | 200980 | 105.00 | 14.20 |
| January 2018 | 198.59 | Travis Perkins – Goods                 | 200981 | 165.50 | 33.09 |
| January 2018 | 16.50  | J&D Green – Windows                    | 200982 | 16.50  |       |
| January 2018 | 50.00  | Finevale Service Sta – Diesel          | 200983 | 41.67  | 8.33  |
| January 2018 | 90.00  | Terry Hawkins – Website                | 200984 | 90.00  |       |
| January 2018 | 24.49  | G Cock – Reimbursement                 | 200985 | 20.41  | 4.08  |
| January 2018 | 20.00  | P Callaghan – Bereavement Flowers      | 200986 | 16.67  | 3.33  |
| January 2018 | 27.70  | A Barnes – Reimbursement               | 200995 | 26.87  | 0.83  |
| January 2018 | 20.80  | P Etherington – Reimbursement          | 200988 | 17.55  | 3.25  |
| January 2018 | 4.50   | S Evans – Reimbursement                | 200989 | 4.50   |       |
| January 2018 | 857.94 | HMRC – Return for Month 10             | 200990 | 857.94 |       |
| January 2018 |        | B Austin – Wages                       | 200991 |        |       |
| January 2018 |        | A Barnes - Wages                       | 200993 |        |       |
| January 2018 |        | G Cock – Wages                         | 200994 |        |       |

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE PAYMENTS FOR JANUARY 2018.

**11. RESOLUTION from Cllr Silvester No. 251**

Brandon Town Council resolves to relinquish the nomination right to appoint two trustees to the Brandon Pools Estate & the Lingheath Trust.

Seconder: Cllr S Smith

Cllr Vant declared a non-pecuniary interest.

**NOT CARRIED:** 3 For, 8 Against, 1 Abstention

**12. RESOLUTION from Cllr Lukaniuk No. 252**

Seconder: Cllr P Ridgwell

Resolution Record No. **BTC/113/5/Feb/18**

**CARRIED:** 9 in favour, 3 abstentions

BRANDON TOWN COUNCIL RESOLVES TO PERMIT AT CHURCH ROAD CEMETERY TWO WOODEN BENCH SEATS FRONTING THE POLISH MEMORIAL, ON THE CONDITION THAT NO PLAQUES ARE ATTACHED

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**13. RESOLUTION from Cllr P Callaghan No. 253**

Seconder: Cllr E Stewart

Resolution Record No. **BTC/114/5/Feb/18**

**CARRIED:** CARRIED – 11 in favour, 1 against

BRANDON TOWN COUNCIL RESOLVES TO DONATE £50 TO THE  
NEIGHBOURHOOD WATCH ASSOCIATION

**14. RESOLUTION from Cllr D Palmer No. 254**

Brandon Town Council resolves to discuss tree maintenance and to apply for  
Planning Permission regarding maintenance of the trees on Victoria Avenue.  
The Proposer withdrew 'to discuss tree maintenance'.

Seconder: Cllr P Ridgwell

Resolution Record No. **BTC/115/5/Feb/18**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPLY FOR PLANNING  
PERMISSION REGARDING THE MAINTENANCE OF TREES ON  
VICTORIA AVENUE

**15. RESOLUTION from Cllr P Etherington No. 255**

Seconder: Cllr N Vant

Resolution Record No. **BTC/116/5/Feb/18**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO ACCEPT CEMETERY  
REGULATIONS AND ABRIDGED CEMETERY REGULATIONS

**16. RESOLUTION from Cllr N. Vant No. 256**

Brandon Town Council resolves to appoint a nominative trustee to the Poor's  
Estate (Humphrey Hall and Wash Charities).

Resolution withdrawn as Brandon Town Council had not been officially  
informed of vacancy.

**17. RESOLUTION from Cllr P Etherington No. 257**

Seconder: Cllr B Brabbs

Resolution Record No. **BTC/117/5/Feb/18**

**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE A CASCADE OF  
POTTERY POPPIES TO BE PLACED ON BRANDON CEMETERY GATES  
IN 11/18, FOR THE WW1 ARMISTICE COMMEMORATIONS

Signed.....

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**18. RESOLUTION from Cllr P Etherington No.258**

Seconder: Cllr P Callaghan  
Resolution Record No. **BTC/118/5/Feb/18**  
**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE INSTALLATION BY CLLR BOB BRABBS, AT MINIMAL COST, OF A SINK AND WATER HEATER FOR THE TOWN KEEPERS IN THE CEMETERY MESS ROOM.

**19. RESOLUTION from Cllr P Callaghan No. 259**

Seconder: Cllr P Etherington  
Resolution Record No. **BTC/119/5/Feb/18**  
**CARRIED:** Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE PRECEPT FIGURES 2018/19

**20. RESOLUTION from Cllr P Callaghan No. 260**

Brandon Town Council resolves to name its offices and the Council Chamber to honour noted Brandonians.  
Resolution withdrawn.

**21. RESOLUTION from Cllr P Callaghan No. 261**

Brandon Town Council resolves to send all documents required for Council and Committee meetings by e-mail.  
Resolution withdrawn.

**22. 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 Callaghan  
Seconder: Cllr R Silvester  
Resolution Record No. **BTC/120/5/Feb/18**  
**CARRIED:** Unanimous

**23. TO RECEIVE, CONFIRM AND SIGN THE CONFIDENTIAL MINUTES**

of the Brandon Town Council Extraordinary General Meeting of Wednesday 17th January 2018

Proposer: Cllr P Callaghan  
Seconder: Cllr E Stewart  
Resolution Record No. **BTC/121/5/Feb/18**  
**CARRIED:** 10 in favour, 1 against, 1 abstention

Cllr P MacLoughlin left meeting

Signed.....

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**24. MATTERS ARISING**

New Cemetery – Clerk to arrange meeting.

The meeting closed at 2045hrs.

Signed.....