

Brandon Town Council
Full Council Meeting
Monday 4th June 2018

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held on Monday 4th June 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 I Horner,
Cllr T Kent, Cllr V Lukaniuk, Cllr P MacLoughlin, Cllr D Palmer,
Cllr P Ridgwell, Cllr E Stewart, Cllr N Vant

Also Present: 13+ members of the public

1. **APOLOGIES FOR ABSENCE** and approval of reasons tendered
Cllr S Smith, Cllr T Simmons, Cllr R Silvester
2. **DECLARATION OF INTEREST** and additions to Members Register of Interest
None
3. **TO RECEIVE, CONFIRM AND SIGN MINUTES**
- Of the Brandon Town Council Meeting of Monday 14th May 2018 – with an amendment that Cllr Ridgwell voted against, and did not abstain against, the acceptance of the Accounts.

Proposer: Cllr I Horner
Seconder: Cllr E Stewart
Resolution Record No: **BTC/141/4/Jun/18**
CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE AMENDED
MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 14TH
MAY 2018 BE APPROVED

4. **MATTERS ARISING** for information exchange only of the Full Council
Meeting of 14th May

- Cllr Ridgwell asked if a reply had been received from Network Rail. Nothing had been received
5. **TO RECEIVE A REPORT FROM RAF LAKENHEATH**

Sqd Leader Jerry Neild reported that they are continuing to use the alternative runway due to weather conditions and there is an increase in night flights.

Signed.....

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

- Mrs Meadows said that she does not think Councillors are respecting one another
- Mr Whittam responded to Mrs Meadows' concern.
- Mr Bishop spoke about: traffic concerns in Brandon, the potential development of the old Community Centre, parking difficulties in Brandon; he also queried the continuation of the annual walk at 9 Stiles Walk, and the recurring problem of potholes.
- A resident of Heath Road complained that a light fitting had been removed from post number 244
- Mr Maxim requested that we chase up the issue of the letter to Network Rail regarding the Signal Box. He stated that the Town Council should be looking at hosting the Carnival event in future, and suggested that the Council organise a scare-crow competition
- Mr Arnold was concerned about the lack of police response to crime in Brandon, and a member of the public suggested that the others use Crime Stoppers as a means of getting concerns recorded
- Mr Priest complained about the lack of grass cutting and weeding of the streets
- Mr Whittam was concerned about the watering of the trees in Victoria Avenue
- Cllr Ridgwell will confirm the date for the 9 Stiles Walk

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

Cllr Lukaniuk reported that: he had met with Suffolk Highways to inspect potholes; weeds are been sprayed, but not removed; and that the issue of the non-use of the Flower Pot is something that he is trying to get resolved.

8. TO RECEIVE WRITTEN REPORTS from the Town Clerk and the Chairman's Itinerary.

The Town Clerk reported that: there have been many complaints about grass-cutting , fly-tipping and general maintenance throughout Brandon, and these have been forwarded to FHDC; the missing bollard for Market Hill has been reported to FHDC, as has the poor condition of the yellow lines; new updated reports for the New Cemetery are nearly complete and will be briefed to the Council shortly. The Clerk also stated that we are working to remove items in store at Old School House, in order to make it possible to hire a further room for local organisations.

The Chairman attended the Brandon Heritage Centre AGM at the Brandon Royal Legion.

Signed.....

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9. CORRESPONDENCE was received from:

- Local resident's concern about parking on Market Hill
- Letter from Leah Mickleborough of West Suffolk
- Seafarers UK

10. URGENT BUSINESS any items the Chairman considers a matter of urgent Business

None

11. ACCOUNTS To approve the payments for May 2018

Proposer: Cllr I Horner

Seconder: Cllr N Vant

Resoluton Record No: **BTC/142/4/Jun/18**

CARRIED: By majority vote 10 For, 1 Abstention from Cllr P Callaghan whom declared a pecuniary interest.

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

Date	Total £	Supplier	Chq No	Nett £	VAT £
09.05.18	265.00	L.S.Electrical – Yard refurbishment	201021	265.00	0
09.05.18	1153.35	SALC	201022	1153.35	0
22.05.18	2799.96	Evolution – Planning New Cemetery	201024	2333.30	466.66
22.05.18	4.98	Fengate Fasteners Ltd - Consumables	201025	4.15	0.83
22.05.18	64.73	Arco Ltd – PPE Clothing	201026	53.94	10.79
22.05.18	4.34	Ian Smith Group – Safety Items OSH	201027	3.62	0.72
22.05.18	149.91	Finevale Service Stn - Fuel	201028	124.91	25.00
22.05.18	23.97	Bearing Supplies Thetford Ltd - Yard	201029	19.98	3.99
22.05.18	42.00	Hyprosteps – Welding Repairs Yard	201.030	35.00	7.00
22.05.18	13.99	Reimbursement A Barnes Sealant	201031	13.99	0
22.05.18	39.15	Reimbursement P Callaghan Mileage	201032	39.15	0
22.05.18	Void	St John Ambulance First Aid Training	201033		
22.05.18	140.00	LS Electrical OSH Repairs	201034	140.00	0
22.05.18	240.00	BB Surveys Ltd New Cemetery	201035	200.00	40.00
22.05.18	911.32	Basecology New Cemetery	201036	911.32	0
22.05.18	9.89	Fengate Fasteners - Consumables	201037	8.24	1.65
23.05.18	100.00	Reimbursement G Cock Postage	201038	100.00	0
23.05.18	16.50	J & D Green – Window Cleaning	201039	16.50	0
24.05.18	18.00	Weeting Tyres - Puncture	201041	15.00	3.00
24.05.18	118.80	Arco – PPE Clothing	201042	99.00	19.80

Signed.....

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Date	Total	Supplier	Chq No	Nett	VAT
09.05.18	522.00	BNP Paribas – Copier	DD	435.00	87.00
09.05.18	66.97	Wave – Water OSH	DD	66.97	0
09.05.18	518.19	Wave – Water Yard	DD	518.19	0
09.05.18	8.17	EON – Xmas Lights	DD	7.78	0.39
09.05.18	5.80	EON – Pillar No8	DD	5.52	0.28
09.05.18	5.80	EON – Pillar No9	DD	5.52	0.28
09.05.18	52.79	EON - Yard	DD	50.28	2.51
22.05.18	50.72	EON - OSH	DD	48.30	2.42
25.05.18	95.27	British Gas - OSH	DD	90.74	4.53

12. ANNUAL RETURN AND FINANCIAL STATEMENT FOR YEAR ENDING 2017/18

The provisional Annual Return and Financial Statement is still subject to audit, so will need to go to an EGM to approve final documents

13. RESOLUTION from Cllr P Etherington No. 277

To approve the Terms of Reference of the Planning and Finance Committees

The dates for the Finance Committee meetings are to be confirmed.

Seconder: Cllr T Kent
Resolution Record No: **BTC/143/4/Jun/18**
CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE TERMS OF REFERENCE OF THE PLANNING AND FINANCE COMMITTEES

14. RECEIPT OF MINUTES FROM THE LAST FINANCE COMMITTEE MEETING and to consider any recommendations

Proposer: Cllr T Kent
Seconder: Cllr I Horner
Resolution Record No: **BTC/144/4/Jun/18**
CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO RATIFY THE FOLLOWING RECOMMENDATIONS FROM THE FINANCE COMMITTEE:

- THAT STANDING ORDERS, FINANCIAL REGULATIONS AND THE RISK REGISTER SHOULD BE REVIEWED BY ALL MEMBERS OF THE COMMITTEE.

Signed.....

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- THAT MEETINGS WOULD BE HELD IN JULY 2018, NOVEMBER 2018, JANUARY 2019 AND MAY 2019.

- THAT A REPORT OF ACTUAL-AGAINST-BUDGET WOULD BE REPORTED ON A MONTHLY BASIS.

- THAT THE BUDGET TIMETABLE COMMENCE IN NOVEMBER 2018 WITH COMPLETION IN JANUARY 2019.

- THAT THE CLERK ATTENDS A RIALTAS TRAINING AS SOON AS POSSIBLE.

15. RECEIPT OF MINUTES FROM THE LAST PLANNING COMMITTEE MEETING

Planning Applications may be viewed in the Office.

Proposer: Cllr T Kent

Seconder: Cllr P Etherington

Resolution Record No: **BTC/145/4/Jun/18**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO RECEIVE THE PLANNING COMMITTEE MINUTES

16. RESOLUTION from Cllr P Callaghan No. 278 - WITHDRAWN

Brandon Town Council resolves to hold the Annual Town Meeting and the Annual General Meeting on separate dates.

17. APPOINTMENT OF MEMBERS TO COMMUNITY GROUPS 2019

- Community Association Representative: None appointed.

18. REPRESENTATIVES FOR BRANDON TOWN COUNCIL COMMITTEES 2018/2019

- Emergency Panel: Cllrs Stewart and Kent volunteered, to stand along with Cllr Smith

19. TO RECEIVE A REPORT ON RECYCLING from Cllr D Palmer

Cllr Palmer thanked the team for a great clear-up, and also noted that there is a considerable amount of litter at the entrances to the town. He commented that Europe is leading in terms of recycling rates and quality.

Signed.....

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20. RESOLUTION from Cllr V Lukaniuk No. 279

Brandon Town Council resolves to instruct a tradesman to paint 2 wrought iron arches in Victoria Avenue.

Seconder: Cllr P Ridgwell

Resolution Record No: **BTC/146/4/Jun/18**

CARRIED: By majority vote – 10 for, with 1 abstention

BRANDON TOWN COUNCIL RESOLVES TO INSTRUCT A TRADESMAN TO PAINT 2 WROUGHT IRON ARCHES IN VICTORIA AVENUE.

21. RESOLUTION from Cllr V Lukaniuk No. 280

Brandon Town Council resolves to instruct the ground staff to water eight lime trees in London Road from the former Bingo Hall to the Craft Cabin, twice weekly preferably Monday and Thursday during dry periods in the summer months

Seconder: Cllr I Horner

Resolution Record No: **BTC/147/4/Jun/18**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO INSTRUCT THE GROUND STAFF TO WATER EIGHT LIME TREES IN LONDON ROAD FROM THE FORMER BINGO HALL TO THE CRAFT CABIN, TWICE WEEKLY PREFERABLY MONDAY AND THURSDAY DURING DRY PERIODS IN THE SUMMER MONTHS

22. RESOLUTION from Cllr T Kent No. 281

Brandon Town Council resolves to approve an interim payment of £15,000 to Brandon Remembrance Playing Fields Association

Seconder: Cllr B Brabbs

Resolution Record No: **BTC/148/4/Jun/18**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO APPROVE AN INTERIM PAYMENT OF £15,000 TO BRANDON REMEMBRANCE PLAYING FIELDS ASSOCIATION.

23. 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 E Stewart

Seconder: Cllr I Horner

Resolution Record No: **BTC/149/4/Jun/18**

CARRIED: Unanimous

The meeting closed at 8:35 pm.

Signed.....