

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held on Monday 10th February 2020 in the Council Chamber, Old School House,
Market Hill, Brandon at 7.00pm

Present: Cllr V Lukaniuk (Chair), Cllr G Brocklehurst, Cllr S Corciulo, Cllr N King,
Cllr D Palmer, Cllr P Ridgwell, Cllr S Skinner, Cllr P Wittam

Also Present: 20+ members of the public.

1 APOLOGIES for absence and approval of reasons tendered – None.

2 DECLARATION OF INTEREST and additions to Members Register of Interest.
Cllr Brocklehurst - Pecuniary interest agenda item 12.

3 TO RECEIVE A REPORT FROM SQN LDR TURNBULL - RAF LAKENHEATH
Sqd Leader Turnbull informed the Council that as of 0600hrs Tuesday there will be 48hrs of intensive training which will involve night flights. He stated that the new contractor's compound located on Wangford Road had been damaged in the storm and would be operational June/July.

4 TO RECEIVE A REPORT FROM ALAN NEVILLE – GREATER ANGLIA
Mr Neville introduced himself to Councillors and members of the public. The objective of the visit was to inform the Council and public of the current situation regarding Brandon Station and to take back comments and questions which he would answer at a later date. He stated that they will be working with a station adopter who will be working to improve the appearance of the station. It is their intention to develop the line through Brandon which three rail companies currently use. They intend to increase the amount of car parking. The building is in very poor condition internally and they await a reply from an interested party who wanted to retain the building. The redevelopment will include a new habitat for bats which are currently inhabiting the existing building. A monitored CCTV system is also envisaged. Since 2014 the station has seen a 15.4% increase in usage and a 1.6% increase in 2018/19. He confirmed that all the old rolling stock has now been removed and they are working on resolving the issues with the new trains. Greater Anglia are working on a timetable change in 2020/21. A Councillor stated that the existing wheelchair humps do not line up with the train doors and that the gritting of the platform and footbridge for early commuters needs attention. Mr Neville will discuss this with staff. The Councillor also stated that the 17:29 train is between 12 and 15 minutes late every night. A Councillor enquired how many spaces would be gained by the loss of the building. It was stated approximately 14. Mr Neville informed the meeting that you can now travel direct from Brandon to Stanstead Airport. Another Councillor enquired if you lease the car park Mr Neville replied yes and the Councillor then asked if car parking charges will be increased due to the improvements. Mr Neville replied he had no information on that at this time. Mr Neville was asked if Rory Holbrook employees were allowed to park in the station car

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park. He replied that they should be using their own site. A Councillor enquired if the Cambridge bound platform could be moved to the other side of the crossing so that the traffic is not delayed more than necessary. Mr Neville stated this was not known if it was possible and would have to be referred to Network Rail. A member of the public queried the total number of parking spaces that could be accommodated within the new development. Mr Neville stated his information was 84 spaces in total. The member of public stated that it was rumoured that the cost to demolish the station and provide the shelters was between £500,000 and £700,000. He queried that the cost of this would not be in this order. A resident suggested that there be a link between the number of crossing repairs being required correlated with Holbrook's moving into the site. Mr Neville did not know that. Another resident asked why the situation with Brandon station had been continuing for so many years. A Councillor queried if Holbrook's are crossing Network Rail land to access their site. This was confirmed.

5 TO RECEIVE, CONFIRM AND SIGN MINUTES

- Of the Brandon Town Council Meeting of Monday 13th January 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/76/10/Feb/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 13TH JANUARY 2020 BE APPROVED

- Of the Brandon Town Council Precept Meeting of Monday 20th January 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr S Skinner

Resolution Record No: **BTC/77/10/Feb/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE PRECEPT MEETING OF MONDAY 20TH JANUARY 2020 BE APPROVED

6 MATTERS ARISING for information exchange only of the Full Council Meeting of 13th January 2020.

A Councillor confirmed that the stated missing bollard on Market Hill is there. The Clerk added this was correct but it cannot be locked in position.

7 URGENT BUSINESS any items the Chairman considers a matter of urgent business – None.

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

Cllr Lukaniuk reported that despite many roadworks being completed in Brandon due to the number of HGV's many of the manholes are being dislodged. London Road is particularly being damaged. Cllr Wittam informed the meeting that there is currently a review of the livery of taxis in the West

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Suffolk area taking place. This may be similar to that utilised in Newmarket. He further stated that as part of this review there may be a review of the taxi ranks and who can use them.

Cllr Palmer stated that West Suffolk have authorised a report on the redevelopment of the Brandon Leisure Centre which will include resiting a number of the internal elements.

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 representative of the residents of Redbrick Cottages made a statement regarding the environment that they are having to live in due to the transfer site being operated in the sidings. This includes water mains being cut off for days, trees being cut down, access road being made narrower, three freight trains per week being unloaded, the number of HGV movements increasing dramatically, a disregard for safety and adhering to the obligations given, dust noise and vibration, intimidation by staff and misleading information from the transfer company in their submission to Norfolk County Council. Cllr Wittam stated that the licensing of the site is with Norfolk but is impacting Brandon. There is a meeting of Weeting Parish Council on the 20th February where residents were encouraged to attend and raise concerns with them. Cllr Lukaniuk informed the meeting that R Holbrook are ignoring a written agreement that they have, not to route vehicles attending the base through Brandon. A member of the public queried resolution 350 from the previous meeting and asked for further information. Cllr Lukaniuk answered this by stating that this was the new facility located at Brandon Playing fields and was included in confidential minutes due to its nature.

Another resident thanked the Clerk for the pollution figures he provided and requested the most up to date figures for 2019 including traffic counts. Another member of the public commented on the number of cars using Market Hill for parking on Sunday night. He then raised the question of the swimming pool located at IES Breckland and suggested that this would be a facility that could be used in summer months. The Clerk is to write to the Head Teacher to gain further information into this. A resident asked the Councillors if they could confirm that they had written to both Holbrook's and to Network Rail regarding the ongoing situation at the railhead. Cllr Lukaniuk confirmed that letters had been sent but no replies had been received. The resident suggested that the Council urgently convene a meeting with Breckland Council, Network Rail and R Holbrook to resolve the situation. A member of the public informed the meeting that they had an email from an executive from Holbrook's stating that they would be attending the meeting but obviously no one had appeared.

11 CORRESPONDENCE

- Letter of thanks re grant from Brandon & Santon Downham Neighbourhood Watch – Letter received.
- Letter of thanks re grant from Brandon Allotment Association – Letter received.
- Suffolk County Council – parking restrictions on and around IES Breckland – information received.
- Anglian Water – Lighting column in Rowan Drive – information received.

12 ACCOUNTS To approve the payments for January 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/78/10/Feb/20**

CARRIED: Unanimous

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Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
03/01/2020	XS00271162	Christmas Direct	Christmas Event	222.38	44.48	266.86	105534
17/01/2020		CMS		45.00	0.00	45.00	105541
21/01/2020		Brandon Allotment Ass	Grant	1000.00	0.00	1000.00	105542
21/01/2020		Brandon Neigh. Watch	Grant	400.00	0.00	400.00	105543
21/01/2020		Brandon Heritage Centre	Grant	1500.00	0.00	1500.00	105544
27/01/2020		Mrs A Barnes	Reimburse. Town Costs	52.25	0.00	52.25	105545
29/11/2019	5885 AAF687	Travis Perkins Ltd	Christmas Event	358.75	65.00	423.75	105546
02/12/2019	5885 AAF753	Travis Perkins Ltd	Christmas Event	-358.00	-71.60	-429.60	105546
17/01/2019	5885 AAF923	Travis Perkins Ltd	Christmas Event	389.33	70.45	459.78	105546
02/01/2020	3754 AFP395	Travis Perkins Ltd	Town Costs	16.90	3.38	20.28	105546
13/01/2020	3754 AFP858	Travis Perkins Ltd	Town Costs	16.35	3.27	19.62	105546
28/01/2020	3754 AFQ659	Travis Perkins Ltd	Town Costs	47.84	9.57	57.41	105546
28/01/2020	3754 AFQ667	Travis Perkins Ltd	The Lode	27.87	5.58	33.45	105546
29/01/2020	3754 AFQ759	Travis Perkins Ltd	OSH Maintenance	19.60	3.92	23.52	105546
13/01/2020		Mr G Brocklehurst	Reimburse. Christmas Event	3943.26	762.68	4705.94	105547
01/01/2020		Federation of Burials	Membership	150.00	23.20	173.20	105548
07/01/2020	937229367	Arco Ltd	PPE	51.06	10.21	61.27	105549
08/01/2020	316068	J & D Green	Cleaning Windows OSH	16.50	0.00	16.50	105550
16/01/2020	316078	J & D Green	Cleaning Bus Shelters	50.00	0.00	50.00	105550
09/01/2020	INV0319670	Furniture at Work	OSH Office Furniture	112.00	22.40	134.40	105551
09/01/2020	47864	Chase Timber Ltd	Christmas Lightning	5.20	1.04	6.24	105552
23/01/2020	48003	Chase Timber Ltd	The Lode	42.08	8.41	50.49	105552
29/01/2020	48090	Chase Timber Ltd	Town Costs	22.20	4.44	26.64	105552
31/01/2020	48144	Chase Timber Ltd	Town Costs	6.14	1.23	7.37	105552
13/01/2020	623	Simpsons Nurseries	Horticultural Work	32.40	6.48	38.88	105553
20/01/2020	42401996	WPS Insurance Brokers	Mower Insurance	72.58	0.00	72.58	105554
20/01/2020	67502	Alan R Cross & Son	Victoria Avenue	787.91	157.58	945.49	105555
09/12/2019		Mr G Cock	Reimbursement	34.55	5.83	40.38	105556
31/01/2020		Mr G Cock	Reimbursement	4.82	0.96	5.78	105556
31/01/2020		Mrs A Barnes	Reimbursement	16.70	0.00	16.70	105557
31/01/2020	191749	Fengate Fasteners Ltd	Town Costs	150.43	30.09	180.52	105558
05/02/2020		HMRC	NICS	924.67	0.00	924.67	105559
31/01/2020	1484911	CoolerAid Ltd	Water Cooler Bottle	7.75	1.55	9.30	105560
07/11/2019	134026	Corona Corporate Sers.	Photocopier Copies	96.65	19.33	115.98	Direct Debit
22/11/2019	1029987289	Trade UK	Christmas Lightning	10.50	2.10	12.60	Direct Debit
19/12/2019	M024 OC	BT	OSH Phone	38.94	7.79	46.73	Direct Debit
02/01/2020		Flagship Homes	Garage Rental	131.44	0.00	131.44	Direct Debit
03/01/2020		Creative Pension Trust	Pensions	306.13	0.00	306.13	Direct Debit
28/12/2019	H17FAFC186	E.ON	Pillar 8 Market Hill	8.69	0.43	9.12	Direct Debit
28/12/2019	H17FB13EC8	E.ON	Pillar 9 Market Hill	6.11	0.31	6.42	Direct Debit
29/12/2019	H1061E49A0	E.ON	Christmas Tree Pillar	23.71	1.19	24.90	Direct Debit
29/12/2019	H17FB97B4D	E.ON	Cemetery Yard	65.93	3.30	69.23	Direct Debit
05/01/2020	H10630CBD4	E.ON	Old School House	104.31	5.22	109.53	Direct Debit
17/01/2020	446315	Everflow	Water OSH	19.11	0.00	19.11	Direct Debit
17/01/2020	1107438	West Suffolk Council	Yard Waste	35.00	0.00	35.00	Direct Debit
20/01/2020	1107461	West Suffolk Council	Yard Waste	-42.35	0.00	-42.35	Direct Debit
28/01/2020	1095468	West Suffolk Council	Yard Waste	74.37	0.00	74.37	Direct Debit

13 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR DECEMBER 2019

The Income and Expenditure Statement against Budget for December was received.

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14 RESOLUTION from Cllr N King No. 351

Brandon Town Council resolves to adopt the enclosed policy named “Brandon Town Council Social Media Policy” as a condition of employment, or appointment, for its employees and Town Councillors with immediate effect.

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/79/10/Feb/20**

CARRIED: By majority vote: 7 for, 1 against

BRANDON TOWN COUNCIL RESOLVES TO ADOPT THE ENCLOSED POLICY NAMED “BRANDON TOWN COUNCIL SOCIAL MEDIA POLICY” AS A CONDITION OF EMPLOYMENT, OR APPOINTMENT, FOR ITS EMPLOYEES AND TOWN COUNCILLORS WITH IMMEDIATE EFFECT

15 RESOLUTION from Cllr G Brocklehurst No. 352

Brandon Town Council resolves to enrol in the Local Council Award Scheme with the aim of reaching “foundation” status within 18 months and to put in place the conditions for continued improvement. Undertaking all stages for the accreditation of “Quality” Council at its very earliest opportunity.

Deferred.

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 N King

Seconder: Cllr S Skinner

Resolution Record No: **BTC/80/10/Feb/20**

CARRIED: Unanimous

17 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Full Council Meeting of Monday 13th January 2020.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/81/10/Feb/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 13TH JANUARY 2020 BE APPROVED

- Of the Brandon Town Council Precept Meeting of Monday 20th January 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/82/10/Feb/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE PRECEPT MEETING OF MONDAY 20TH JANUARY 2020 BE APPROVED

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18 QUOTES

To consider a quotation to update computer archive of cemetery records.
A general discussion and explanation ensued. Clerk to find alternative means.

19 MATTERS ARISING

- West Suffolk Parish and Town Forum – quarterly 2020 meetings – information received.

The meeting closed at 9:30pm

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