



**LOCAL GOVERNMENT ACT 1972**

**NOTICE OF A MEETING OF  
BRANDON TOWN COUNCIL**

YOU ARE HEREBY SUMMONED TO ATTEND THE FULL COUNCIL MEETING OF BRANDON TOWN COUNCIL, WHICH WILL BE HELD IN THE OLD SCHOOL HOUSE BRANDON, MONDAY 8<sup>TH</sup> SEPTEMBER 2025, STARTING AT 7.00 P.M.

MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS CAN ATTEND THE MEETING. THE MEETING CUSTOMARILY INCLUDES A 15-MINUTE OPEN FORUM, WHEN MEMBERS OF THE PUBLIC AND REPRESENTATIVES OF THE PRESS ARE INVITED TO ADDRESS THE COUNCIL.

Tina Cunnell

Clerk

Brandon Town Council

**AGENDA**

25/87	<b>Apologies for Absence</b> To receive
25/88	<b>Declarations of Interest and requests for Dispensations</b> To receive. If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)
25/89	<b>To receive a report from Sqn Ldr Eaton – RAF Lakenheath</b> To receive and note
25/90	<b>Minutes of Previous Meetings</b> To agree and sign the minutes from the Full Council Meeting on 14th July 2025 and the Extraordinary General Meeting on 14 <sup>th</sup> August 2025.
25/91	<b>Chairmans Report</b> To receive and note

25/92	<b>Public Participation Time</b> The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to speak. Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting
25/93	<b>Reports from County and District Councillors</b> To receive and note
25/94	<b>Reports from Town Councillors</b> Reports of project activity or outside bodies attended on behalf of the Council
25/95	<b>Late Planning Applications Received after Agenda was Published</b> To receive, if required. Decision required: To discuss and agree the Town Council decision on any planning applications received after the agenda was published.
25/96	<b>New Cemetery Report</b> To review planning application ready for submission To review and comment
25/97	<b>Accounts</b> Decision required: To approve and note payments made in July & August 2025
25/98	<b>Income &amp; Expenditure Statement against budget for June &amp; July 2025</b> To receive and note
25/99	<b>New NJC Salary Award</b> Decision required: To approve 3.2% salary award
25/100	<b>Tree Tenders</b> To award contract following completion of tender process
25/101	<b>LGR: Assets and services for consideration</b> Buildings and Venues Services Open spaces/land management including street furniture To discuss and agree items for expressions of interest to West Suffolk Council and Suffolk County Council as part of LGR
25/102	<b>Clerks Update</b> To receive any information received since publication of agenda



## FULL COUNCIL MEETING OF BRANDON TOWN COUNCIL

### OLD SCHOOL HOUSE BRANDON

**MONDAY 14<sup>TH</sup> JULY 2025 7.00 P.M.**

Present: Councillors: Wittam (Chair), Brocklehurst, Bland, Challiss, Gorringer, Hughes, Kostecki, Lukaniuk, Pinnell, Savage, Siebert. Clerk: Cunnell, Minute Taker: Prior

### MINUTES

25/60	<b>Apologies for Absence</b> Apologies received from Cllr C. Watts and Cllr S. Skinner.
25/61	<b>Declarations of Interest and requests for Dispensations</b> None.
25/62	<b>To receive a report from Sqn Ldr Eaton – RAF Lakenheath</b> Sqn Ldr Eaton did not attend the meeting or send in a report.
25/63	<b>To receive a report from Community Police Officer</b> PC Flynn introduced himself and his role and what he is currently addressing. Councillors and public then asked questions.
25/64	<b>Minutes of Previous Meetings</b> Proposed by Cllr Siebert and seconded by Cllr Bland to agree and sign the minutes from the Full Council Meeting on 9th June 2025. <b>RESOLVED</b>
25/65	<b>Chairmans Report</b> Chairman gave a verbal report:- <ul style="list-style-type: none"> <li>• 14<sup>th</sup> June attended Royal British Legion Liberation of the Falkland Islands wreath laying in Abbey Gardens, Rose Garden in Bury St Edmunds.</li> <li>• 15<sup>th</sup> June attended Royal Artillery Association 80<sup>th</sup> Anniversary Dinner in Bury St Edmunds.</li> <li>• 17<sup>th</sup> June attended the Town and Parish Forum and a number of other Councillors, held in the Memorial Hall in Newmarket.</li> <li>• 20<sup>th</sup> June attended Thetford Majors Civic Reception for Cllr Carla Barreto.</li> <li>• 21<sup>st</sup> June attended St Mary's Church Kentford and fete to celebrate 700 years of the church.</li> </ul>

	<ul style="list-style-type: none"> <li>• 22<sup>nd</sup> June attended his Civic Service at St Edmundsbury Cathedral to acknowledge himself as Chair of West Suffolk. Thanks to Cllr Bland, his wife and Cllr Savage for attending and representing Brandon Town Council at the event.</li> <li>• 23<sup>rd</sup> June attended Armed Forces Day raising the flag on Abbeygate in Bury St Edmunds.</li> <li>• 25<sup>th</sup> June attended Annual Formal Reception and Sunset Parade by the RAF Regiment at RAF Honnington.</li> <li>• 26<sup>th</sup> June attended The Jankin Smythe Memorial and Commemoration in St Mary's Church in Bury St Edmunds followed by refreshments.</li> <li>• 28<sup>th</sup> June attended Convoy of Military vehicles and march past with the Royal British Legion, police and air cadets through Haverhill to celebrate Armed Forces Day and remember our fallen.</li> <li>• 1<sup>st</sup> July attended 75<sup>th</sup> Anniversary of SALC conference and dinner along with Cllr Bland and the Town Clerk, in the Athenaeum in Bury St Edmunds.</li> <li>• 4<sup>th</sup> July attended The Mayor of Felixstowe's Civic Reception Honouring Cllr Corrine Franklin.</li> <li>• 13<sup>th</sup> July attended Kings Lynn Festival Service at the Minister in Kings Lynn.</li> </ul>
25/66	<p><b>Public Participation Time</b> The meeting was adjourned.</p> <p>A member of the public had a query about an invoice on the payment list. The Town Clerk answered their query.</p> <p>Meeting re-opened.</p>
25/67	<p><b>Reports from County and District Councillors</b> Cllr Lukaniuk as County Councillor reported:-</p> <ul style="list-style-type: none"> <li>• Looking to install Speed Indicator Device on Green Road.</li> <li>• Funded through Suffolk County Council, for the installation of two, static Speed Indicator Devices.</li> <li>• Town Clerk advised to talk on the matter under agenda item 25/77. TRO, as the consultation outcomes refer to road safety agenda.</li> </ul>
25/68	<p><b>Reports from Town Councillors</b> Cllr Challiss reported:-</p> <ul style="list-style-type: none"> <li>• Pride Colour Run and how well attended it was.</li> <li>• Reminder of the Nine Stiles Walk on 24<sup>th</sup> August.</li> </ul> <p>Cllr Brocklehurst reported:-</p> <ul style="list-style-type: none"> <li>• Brownies painting rocks at Friendly Bench to help Brandon in Bloom.</li> <li>• Anglia In Bloom judges will be in Brandon on 24<sup>th</sup> July.</li> <li>• Brandon in Bloom are struggling with watering if anyone can help.</li> <li>• Thanked Brandon in Bloom and Town Keepers for display on London Road.</li> </ul>

	<ul style="list-style-type: none"> <li>Public had enquired about Flags being flown. Town Clerk informed the meeting there is a National Flag Flying Policy we can adopt but a criteria would be needed due to legal complications. After further discussion it was decided by the Chair to bring back as an agenda item.</li> </ul> <p>Cllr Pinnell reported:-</p> <ul style="list-style-type: none"> <li>Attended meeting about the bus service. He is assisting Cllr Bland with a survey about the bus stops. Money is available from Suffolk County Council.</li> </ul>
25/69	<p><b>Planning Applications to Consider</b></p> <p>To discuss and agree the Town Council decisions on each of the applications below to be submitted to West Suffolk Council Planning.</p> <p>DC/25/0885/FUL – Land at Access Road from Brandon to Fenhouse Farm, Brandon – Consultation</p> <p><a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SWXCI9PDK8R00">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SWXCI9PDK8R00</a></p> <p>The following points were made on application DC/25/0885/FUL:-</p> <ul style="list-style-type: none"> <li>108 acre solar farm.</li> <li>Traffic Management should state no HGV's to come through Brandon.</li> <li>Ask for a contribution from the development towards a community scheme.</li> <li>Brandon Town Council were not made aware of the consultation.</li> <li>Not compliant with planning policy framework.</li> <li>Suffolk County Council recommended the application is put on hold as there is not enough information.</li> <li>Historic England have recommended refusing the application due to being near historic sites.</li> <li>National England and RSPB have refused the application due to lack of information.</li> <li>No consultees are supporting the consultation.</li> <li>Rights of Way concerns.</li> </ul> <p>Cllr Bland proposed and Cllr Challiss seconded, to object to the application with the wording, Brandon Town Council concur and support with the objections and holding objections of the compulsory consultees.</p> <p><b>RESOLVED</b></p> <p>DC/25/0804/FUL - Land Off Road from B1112 to A1065, Wangford - Re-consultation</p> <p><a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SW75AQPD0EF00">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SW75AQPD0EF00</a></p> <p>The following points were made on application DC/25/0804/FUL:-</p> <ul style="list-style-type: none"> <li>Amendment is to remove HGV's from the application.</li> <li>It is SPA, SSSI and a Natura 2000 site.</li> <li>Natural England have requested lots of further information and would object.</li> <li>Further organisations are refusing or putting the application on hold due to more information.</li> <li>States for agricultural use. Does this mean agricultural vehicles only?</li> </ul>

	<p>Cllr Brocklehurst proposed and Cllr Bland seconded, to object to the application, with the wording as per the original application, adding that it is a Natura 2000 site and we concur and support with the objections and holding objections of the compulsory consultees.  <b>RESOLVED</b></p> <p>DC/25/0975/HH – 7 Millers Lane, Brandon – Consultation  <a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SXS46FPDKMR00">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SXS46FPDKMR00</a>  The following points were made on application DC/25/0975/HH:- <ul style="list-style-type: none"> <li>• No objections on planning portal.</li> <li>• Spoken to neighbour who has no concerns.</li> </ul> Cllr Lukaniuk proposed and Cllr Savage seconded, to support the application.  <b>RESOLVED</b></p>
25/70	<p><b>Late Planning Applications Received after Agenda was Published</b>  To receive, if required. Decision required: To discuss and agree the Town Council decision on any planning applications received after the agenda was published.</p> <p>DC/25/1015/HH – 27 Rattlers Road, Brandon – Consultation  <a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SYD9F5PD07P00">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SYD9F5PD07P00</a>  The following points were made on application DC/25/1015/HH:- <ul style="list-style-type: none"> <li>• A number of Councillors commented they supported the application.</li> </ul> Cllr Lukaniuk proposed and Cllr Gorrington seconded, to support the application.  <b>RESOLVED</b></p> <p>DC/25/0999/FUL – Unit 8-10 Putney Close, Brandon – Consultation  <a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SY3JJ8PDKRA00">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SY3JJ8PDKRA00</a>  The following points were made on application DC/25/0999/FUL:- <ul style="list-style-type: none"> <li>• Needed bigger premises.</li> <li>• Town Clerk commented the application was for 'change of use.'</li> <li>• No objections on planning portal.</li> </ul> Cllr Challiss proposed and Cllr Savage seconded, to support the application.  <b>RESOLVED</b></p>
25/71	<p><b>Enforcement Update - EN/25/0095</b>  Cllr Bland reported:- <ul style="list-style-type: none"> <li>• Update regarding Mr G's</li> <li>• Complaints received re bollards on Stores Street.</li> <li>• Informed residents how to complain.</li> <li>• Highways promptly removed bollards.</li> <li>• Complaints re boarding and posters.</li> <li>• Enforcement letter sent.</li> <li>• Boarding on building was rectified.</li> <li>• Two posters still up currently.</li> </ul> </p>

	<ul style="list-style-type: none"> <li>• Informed public to contact Councillors with any complaints.</li> </ul>
25/72	<p><b>New Cemetery Report</b></p> <p>The Town Clerk gave an overview of the report:-</p> <ul style="list-style-type: none"> <li>• Acknowledges concerns about timelines.</li> <li>• Drainage and highways reports are currently being updated and they have advised their completion in August.</li> <li>• Planning documents are being drafted but missing highways and drainage reports currently (see above.)</li> <li>• 1<sup>st</sup> September is a realistic timeframe for planning application completion.</li> <li>• Officers have been reviewing the transfer of land documentation for the new cemetery site.</li> <li>• Clerk is considering contacting solicitors, to request a summary document of outstanding liabilities, restrictions and conditions, as well as confirming ownership of all the pieces of land within the document.</li> </ul>
25/73	<p><b>Accounts</b></p> <p>Cllr Pinnell proposed and Cllr Bland seconded, to approve and note payments made in June 2025.</p> <p><b>RESOLVED</b></p>
25/74	<p><b>Grant Applications</b></p> <p>To consider S137 grants received.</p> <p>No grant applications received.</p>
25/75	<p><b>Income &amp; Expenditure Statement against budget for May 2025</b></p> <p>Received and noted.</p>
25/76	<p><b>Bank Account Balances for May 2025</b></p> <p>Received and noted. The Town Clerk explained that the Councillors would be receiving the EMR figures quarterly due to audit regulations.</p>
25/77	<p><b>TRO Survey</b></p> <p>To receive information from survey and agree next steps.</p> <p>The Town Clerk reported the following information received from the TRO survey:-</p> <ul style="list-style-type: none"> <li>• Pleased with level of response.</li> <li>• Laid out as the Brandon commission survey.</li> <li>• Concerns about volume of traffic.</li> <li>• Greater response on how to reduce pollution.</li> <li>• Listed benefits of reducing traffic.</li> </ul> <p>The following points were then made:-</p> <ul style="list-style-type: none"> <li>• Move forward with programme of obtaining a TRO.</li> <li>• Brandon Town Council is not an enforcement authority. Suffolk County Council or Unitary Council could enforce it.</li> </ul>

	<ul style="list-style-type: none"> <li>• Brandon to have its own planning policy which could include to refuse any application that involves HGV's coming through Brandon High Street.</li> <li>• Safer roads were brought up under the survey – include SID's.</li> <li>• To install two SID cameras, funded by Suffolk County Council. One on the north side and one on the east side of Brandon.</li> <li>• Possibility of further cameras in Brandon.</li> </ul> <p>Cllr Lukaniuk proposed and Cllr Siebert seconded to proceed with the application for the TRO, develop planning policy which reflects HGV restrictions, Cllr Lukaniuk to proceed with installing SID's.</p> <p><b>RESOLVED</b></p>
25/78	<p><b>Ear Marked Reserves</b></p> <p>To note Ear Marked Reserves (EMR)</p> <p>Received and noted. The Town Clerk explained that the Councillors would be receiving the EMR figures quarterly due to audit regulations.</p>
25/79	<p><b>BTC Corporate Plan</b></p> <p>To receive and agree for publication. The Town Clerk commented the following:-</p> <ul style="list-style-type: none"> <li>• Public to know definitively the Councillors priorities.</li> <li>• It is a living document to be updated regularly.</li> <li>• Gave an overview of the plan showing what Brandon Town Council would like to achieve.</li> </ul> <p>Councillors then made the following points:-</p> <ul style="list-style-type: none"> <li>• More vision statements were put forward and discussed.</li> <li>• Staff should have a say in the vision.</li> <li>• Why jetty under events? Jetty will be used for events.</li> <li>• The Avenue not on the plan – it comes under open spaces. Will be listed separately.</li> </ul> <p>Cllr Siebert proposed and Cllr Kostecki seconded to accept the Corporate Plan for publication.</p> <p><b>RESOLVED</b></p>
25/80	<p><b>Clerks Update</b></p> <p>The Clerk gave the following update:-</p> <ul style="list-style-type: none"> <li>• Timetable of summer activities currently being compiled.</li> <li>• Working in collaboration with West Suffolk who have allowed the painting of games on Market Hill.</li> <li>• Thanked Ali and team for games painted on Market Hill.</li> <li>• Funding from Suffolk for activities is available.</li> </ul>

The meeting closed at 8.56 PM

Chairman

Date





# BRANDON

## TOWN COUNCIL

### EXTRAORDINARY GENERAL MEETING OF BRANDON TOWN COUNCIL

#### OLD SCHOOL HOUSE BRANDON

THURSDAY 14<sup>TH</sup> AUGUST 2025 7.00 P.M.

Present: Councillors: Wittam (Chair), Bland, Challiss, Kostecki, Lukaniuk. Clerk: Cunnell,  
Minute Taker: Prior

#### MINUTES

25/81	<p><b>Apologies for Absence</b></p> <p>Apologies received from Cllr G. Brocklehurst, Cllr P. Gorringe, Cllr J. Hughes, Cllr M Pinnell, Cllr J. Savage, Cllr N. Siebert, Cllr S. Skinner and Cllr C. Watts.</p>
25/82	<p><b>Declarations of Interest and requests for Dispensations</b></p> <p>None.</p>
25/83	<p><b>Public Participation Time</b></p> <p>No members of public attended the meeting.</p>
25/84	<p><b>Planning Applications to Consider</b></p> <p>To discuss and agree the Town Council decisions on each of the applications below to be submitted to West Suffolk Council Planning.</p> <p>DC/25/1126/TPO – 23 Bracken Rise, Brandon – Tree</p> <p><a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SZJ2W9PDL D100">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SZJ2W9PDL D100</a></p> <p>The following points were made on application DC/25/1126/TPO:-</p> <ul style="list-style-type: none"> <li>• No objections on the portal.</li> <li>• Leave to Senior Arboricultural Officer to decide.</li> </ul> <p>A Councillor asked why an EGM had been called and not a planning meeting. The Chair explained the reason.</p> <p>Cllr Lukaniuk proposed and Cllr Bland seconded, to support the application.</p> <p><b>RESOLVED</b></p> <p>DC/25/1205/HH – 7 Mile End, Brandon – Consultation</p> <p><a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=T07BCKPDL O300">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=T07BCKPDL O300</a></p> <p>The following points were made on application DC/25/1205/HH:-</p> <ul style="list-style-type: none"> <li>• No objections on the portal.</li> <li>• There may be issues with party wall and driveway but confident it would be picked up by the officers.</li> </ul> <p>Cllr Challiss proposed and Cllr Kostecki seconded, to support the application.</p> <p><b>RESOLVED</b></p>

	<p>DC/25/1160/TPO – 13 Heron Avenue, Brandon – Tree  <a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SZRCDXPD LHB00">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SZRCDXPD LHB00</a></p> <p>The following points were made on application DC/25/1160/TPO:-</p> <ul style="list-style-type: none"> <li>• Very large tree.</li> <li>• Neighbour support to fell the tree.</li> <li>• As TPO not sure they would allow felling of the tree.</li> <li>• Dangerous – potentially a health and safety issue.</li> <li>• Other trees in line removed because they were diseased.</li> <li>• Dry summer and strong winds have exacerbated tree issues.</li> </ul> <p>Cllr Bland proposed and Cllr Kostecki seconded, to support the application.  <b>RESOLVED</b></p>
25/85	<p><b>Late Planning Applications Received after Agenda was Published</b></p> <p>To receive, if required. Decision required: To discuss and agree the Town Council decision on any planning applications received after the agenda was published.</p> <p>DC/25/1243/VAR – North Court Brandon, Brandon Road, Brandon – Consultation  <a href="https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=T0MO52PDL UT00">https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=T0MO52PDL UT00</a></p> <p>The following points were made on application DC/25/1243/VAR:-</p> <ul style="list-style-type: none"> <li>• Already supported previous application.</li> <li>• Amendments to features on the building.</li> </ul> <p>Cllr Lukaniuk proposed and Cllr Bland seconded, to support the application.  <b>RESOLVED</b></p>
25/86	<p><b>Amendments to New Cemetery Planning Application</b></p> <ul style="list-style-type: none"> <li>• Amendment of gateway design</li> <li>• Overlap of ashes interment and soakaway area so moving area</li> <li>• Moving of hedge and installation of 5 bar gate</li> </ul> <p>The Clerk explained the amendments.  Discussion covered the following topics:</p> <ul style="list-style-type: none"> <li>• Gateway amendment is minor just moving to within boundary.</li> <li>• concerns cremated remains plots moved away from the hard standing area.</li> <li>• Area split into two areas with a hedge as part art of biodiversity net gain (BNG) requirement. If hedge moved back to original position, so plot no longer separated BNG would have to be for whole site and there is a risk of planning refusal unless requirement reviewed, and new proposal put forward.</li> <li>• Other preferences for hedge species, but these can be dealt with as a variation.</li> <li>• Council wants to move forward with application in a timely manner.</li> <li>• Application to be sent to trustees prior to submission as per agreement.</li> <li>• Suitability of 5 bar gate from an aesthetic consideration.</li> </ul>

The meeting closed at 7.27 PM

Chairman

Date

Accounts for Payment July 2025

Invoice Date	Invoice No.	Supplier	Expense Type	Nett	VAT	Gross	Payment
04/07/2025	INV-0025	Genius Build Ltd	Brick Window/Repair Wall - Cemetery	£1,085.70	£217.14	£1,302.84	BACS
11/07/2025	13102	Watkins & Doncaster	Sweep Nets - Summer Activities	£39.45	£7.89	£47.34	BACS
04/07/2025	186	UK Tool Hire Ltd	MEWP Training - AB & MG	£456.00	£91.20	£547.20	BACS
02/07/2025		Mrs A Barnes	Reim. Mileage - Training Course	£27.00	£0.00	£27.00	BACS
10/07/2025	38764	Edge IT Systems Ltd	Images Import - Burial Records	£85.00	£17.00	£102.00	BACS
14/07/2025	BTC-02	Premier Sports	Summer Activities - 2 days	£360.00	£72.00	£432.00	BACS
09/07/2025	CA.BTC.07.25.1	Conservation Arboriculture	Urgent Tree Works in The Orchard	£575.00	£0.00	£575.00	BACS
12/06/2025	2521833	HeBlad BV	Paint/Repair Kit - Orchard Bench	£71.83	£14.37	£86.20	FOR
13/05/2025	2004217317	Trade Point	Compost for Planters	£115.00	£23.00	£138.00	Direct Debit
16/06/2025	INV-15664	Hugofox Limited	Website Subscription	£29.99	£6.00	£35.99	Direct Debit
20/06/2025	M092 RK	BT	Phone OSH	£194.00	£38.80	£232.80	Direct Debit
21/06/2025	M067 7X	BT	Phone OSH	£43.09	£8.62	£51.71	Direct Debit
01/07/2025	2785289	YU Energy	Electric OSH	£130.82	£6.54	£137.36	Direct Debit
01/07/2025	2785291	YU Energy	Electric BRPF Yard	£91.22	£4.56	£95.78	Direct Debit
01/07/2025	2785287	YU Energy	Electric Pillar 8 Market Hill	£15.35	£0.77	£16.12	Direct Debit
01/07/2025	2785292	YU Energy	Electric Pillar 9 Market Hill	£22.37	£1.12	£23.49	Direct Debit
01/07/2025	2785290	YU Energy	Electric Cemetery Yard	£13.61	£0.68	£14.29	Direct Debit
01/07/2025	2785293	YU Energy	Electric Christmas Tree Pillar	£12.23	£0.61	£12.84	Direct Debit
03/07/2025	2840929	YU Energy	Gas OSH	£8.92	£0.45	£9.37	Direct Debit
02/07/2025	15252505	Wave - Anglian Water	Water Cemetery Yard	£51.51	£0.00	£51.51	Direct Debit
18/07/2025	4524571	Everflow Water	Water OSH	£11.55	£0.00	£11.55	Direct Debit
20/07/2025	V02369719278	EE	2 x Mobile Phones	£48.60	£9.72	£58.32	Direct Debit
28/07/2025		Creative Pension Trust	Pensions - July	£765.37	£0.00	£765.37	Direct Debit
28/07/2025	1291393	West Suffolk Council	Trade Waste	£79.40	£0.00	£79.40	Direct Debit
31/07/2025		Unity Trust Bank	Service Charge	£18.90	£0.00	£18.90	Direct Debit
18/07/2024		Unity Trust Bank	Foreign Transfer Fee - HeBlad	£24.00	£0.00	£24.00	Direct Debit

**Accounts for Payment July 2025**

09/06/2025		Aldi Stores	Water for Meetings	£10.13	£2.02	£12.15	CARD
11/06/2025	36957	Street Solutions UK	Signs/Cones - Paint Bus Shelter	£144.07	£28.81	£172.88	CARD
13/06/2025		Aldi Stores	Toilet Tissue, Bin liners, Tissues	£11.00	£2.20	£13.20	CARD
19/06/2025		Land Registry	Title Deed/Plan - New Cemetery	£14.00	£0.00	£14.00	CARD
19/06/2025		A & J	Keys Cut x 4	£27.90	£0.00	£27.90	CARD
02/07/2025	528831	Aspli Safety Ltd	Spray Paint MH - Summer Act.	£119.40	£23.88	£143.28	CARD
03/07/2025	528901	Aspli Safety Ltd	Paint App. MH - Summer Act.	£74.85	£14.97	£89.82	CARD
09/07/2025		Unity Trust/ Lloyds Bank	Card Payment Fee	£3.00	£0.00	£3.00	CARD
01/07/2025	4645	Evolution Town Planning	New Cemetery Work - 1/3 - 1/7	£149.95	£29.99	£179.94	BACS
03/07/2025	GX470PI	Amazon	Magnify. Glasses - Summer Act.	£8.93	£1.80	£10.73	BACS
03/07/2025	6X470PI	Amazon	Magnify. Glasses - Summer Acts.	£8.94	£1.80	£10.74	BACS
03/07/2025	NJYNI	Amazon	Butterfly Nets - Summer Acts.	£10.28	£2.05	£12.33	BACS
03/07/2025	UHDNI	Amazon	Magnify. Glasses - Summer Acts.	£11.07	£2.21	£13.28	BACS
03/07/2025	ZCSFI	Amazon	Fresnel Lens - Summer Acts.	£4.86	£0.98	£5.84	BACS
03/07/2025	MIORI	Amazon	Magnifer Lens - Summer Acts.	£5.20	£1.04	£6.24	BACS
03/07/2025	ETQ9I	Amazon	Bug Containers - Summer Acts.	£15.83	£3.16	£18.99	BACS
13/07/2025	YO71I	Amazon	Stencils MH - Summer Acts.	£6.65	£1.33	£7.98	BACS
13/07/2025	OWNLI	Amazon	Hoops - Bug Hunt - Summer Act.	£2.91	£0.58	£3.49	BACS
13/07/2025	CAEUI	Amazon	Strimmer Line	£45.14	£9.03	£54.17	BACS
15/07/2025	K60LI	Amazon	Blue Rolls	£15.14	£3.04	£18.18	BACS
15/07/2025	WAEUI	Amazon	Single Hole Punch	£4.63	£0.92	£5.55	BACS
21/07/2025	QAEUI	Amazon	Twine - Hay Bayling Event	£43.78	£8.76	£52.54	BACS
21/07/2025	Y6L7I	Amazon	Vacuum Cleaner - OSH	£129.17	£25.83	£155.00	BACS
21/07/2025	4MSHI	Amazon	Vacuum Cleaner Bags - OSH	£8.32	£1.67	£9.99	BACS
23/07/2025	LAEUI	Amazon	New Laminator	£27.27	£5.46	£32.73	BACS
15/07/2025	102311	MHE Consulting Ltd	New Cemetery BNG Assessment	£950.00	£190.00	£1,140.00	BACS
31/07/2025	305406	Fengate Fasteners Ltd	PPE, Cleaning Wipes, Screws	£90.26	£4.05	£94.31	BACS
31/07/2025	20250000725	Finevale Ser. Stat	Fuel	£42.08	£8.42	£50.50	BACS
16/07/2025	220299	J & D Green	Cleaning 5 Bus Shelters	£65.00	£0.00	£65.00	BACS
05/08/2025		HMRC	NICS	£3,078.51	£0.00	£3,078.51	BACS

Accounts for Payment August 2025

Inv. Date	Inv. Number	Supplier	Expense Type	Nett	VAT	Gross	Payment
05/08/2025	1	Royal British Legion	Hall Hire - Summer Activities	£200.00	£0.00	£200.00	BACS
13/08/2025		Suffolk County Council	MEWP Licence - Christmas Lights	£90.00	£0.00	£90.00	BACS
13/08/2025	1156	Bush Adventures UK	Paddleboarding Session 27/8/25	£200.00	£0.00	£200.00	BACS
14/08/2025	CA.BTC.08.25.1	Conservation Arb.	Tree Works in Orchard	£575.00	£0.00	£575.00	BACS
15/08/2025		AOS Online	2 x Boxes Refuse Sacks	£50.45	£10.09	£60.54	BACS
20/08/2025		Merrythought Nursery	Plants, Compost - George St. 24	£333.00	£0.00	£333.00	BACS
20/08/2025		Merrythought Nursery	Plants, Compost - George St. 25	£337.00	£0.00	£337.00	BACS
01/07/2025	2005725508	Trade Point	PPE - Safety Boots	£104.99	£0.00	£104.99	Direct Debit
16/07/2025	INV-16510	Hugofox Limited	Website Subscription	£29.99	£6.00	£35.99	Direct Debit
21/07/2025	M093 V6	BT	Phone OSH	£194.00	£38.80	£232.80	Direct Debit
22/07/2025	M068 BJ	BT	Phone OSH	£43.09	£8.62	£51.71	Direct Debit
01/08/2025	2873792	YU Energy	Electric OSH	£140.82	£7.04	£147.86	Direct Debit
01/08/2025	2873796	YU Energy	Electric BRPF Yard	£89.75	£4.49	£94.24	Direct Debit
01/08/2025	2873791	YU Energy	Electric Pillar 8 Market Hill	£14.25	£0.71	£14.96	Direct Debit
01/08/2025	2873795	YU Energy	Electric Pillar 9 Market Hill	£24.93	£1.25	£26.18	Direct Debit
01/08/2025	2873794	YU Energy	Electric Cemetery Yard	£14.27	£0.71	£14.98	Direct Debit
01/08/2025	2873797	YU Energy	Electric Christmas Tree Pillar	£12.64	£0.63	£13.27	Direct Debit
04/08/2025	2898432	YU Energy	Gas OSH	£31.20	£1.56	£32.76	Direct Debit
15/08/2025	4619291	Everflow Water	Water OSH	£56.08	£0.00	£56.08	Direct Debit
20/08/2025	V02379649007	EE	2 x Mobile Phones	£48.60	£9.72	£58.32	Direct Debit
26/08/2025		BNP Paribas Leasing Sol.	Photocopier - Quarterly Rental	£269.00	£53.80	£322.80	Direct Debit
26/08/2025		Creative Pension Trust	Pensions - August	£796.31	£0.00	£796.31	Direct Debit
28/08/2025	1291393	West Suffolk Council	Trade Waste	£79.40	£0.00	£79.40	Direct Debit
31/08/2025		Unity Trust Bank	Service Charge	£13.35	£0.00	£13.35	Direct Debit
07/07/2025		Parcel Force	Customs Charge - HeBlad	£54.20	£0.00	£54.20	CARD
18/07/2025	529539	Aspli Safety Ltd	Spray Paint MH - Summer Act.	£39.34	£7.86	£47.20	CARD

**Accounts for Payment August 2025**

30/07/2025		Post Office Ltd	Postage Stamps	£21.75	£0.00	£21.75	CARD
06/08/2025	530310	Aspli Safety Ltd	Spray Paint MH - Summer Activities	£111.44	£22.28	£133.72	CARD
11/08/2025		Unity Trust/Lloyds Bank	Card Payment Fee	£3.00	£0.00	£3.00	CARD
04/08/2025	9560884	Suffolk County Council	Rear Shield - 163 Downham Way	£70.14	£14.03	£84.17	BACS
05/08/2025	4717	Evolution Town Plan.	New Cemetery Work - 2/7 - 4/8	£435.20	£87.04	£522.24	BACS
29/08/2025	4734	Evolution Town Plan.	New Cemetery Work - 5/8 - 29/8	£1,268.20	£253.64	£1,521.84	BACS
07/08/2025	1026801962	Travis Perkins Ltd	Tap - Cemetery	£8.23	£1.65	£9.88	BACS
08/08/2025	1026966646	Travis Perkins Ltd	Wall Plate/Pipe Liner - Tap Cemetery	£4.27	£0.85	£5.12	BACS
11/08/2025	47574	J & D Green	Window Cleaning OSH	£25.00	£0.00	£25.00	BACS
11/08/2025	2805	Blazetech Fire Prot.	Annual Fire Extinguisher Service	£364.50	£72.90	£437.40	BACS
15/08/2025	137750	Smith of Derby	Annual Service - Town Clock	£279.00	£55.80	£334.80	BACS
22/08/2025	INV-204954	Alltime Alarm Sols. Ltd	Fire Alarm Service & Emergency Lighting	£112.00	£22.40	£134.40	BACS
22/08/2025		Brandon Creative Forum	Crafts Mats. - Summer Activities	£100.00	£0.00	£100.00	BACS
28/08/2025	SQXPI	Amazon	Saline Eyewash Pods	£3.62	£0.72	£4.34	BACS
28/08/2025	YSEXI	Amazon	Snow Fluid - Christmas Event	£29.99	£6.00	£35.99	BACS
28/08/2025	MIJ9I	Amazon	Black Armbands	£9.99	£2.00	£11.99	BACS
28/08/2025	68775	Chase Timber Products	Shingle/Kerb Edging - Ashes Plots	£135.05	£28.41	£170.46	BACS
31/08/2025	68813	Chase Timber Products	Ply Boards - Christmas	£60.27	£12.05	£72.32	BACS
29/08/2025	307093	Fengate Fasteners Ltd	PPE, Water Soft Tabs, Paint – Cemetery Gates	£167.80	£19.56	£187.36	BACS
31/08/2025	20250000832	Finevale Service Station	Fuel	£122.83	£24.57	£147.40	BACS
05/08/2025		HMRC	NICS	£3,367.49	£0.00	£3,367.49	BACS



16/07/2025

## Brandon Town Council Current Year

Page 1

10:34

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2025

Month No: 3

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>101 Administration</b>							
1176 Precept	405,011	405,011	0			100.0%	
1180 Room Hire	380	1,000	620			38.0%	
1190 Interest on Investments	2,042	0	(2,042)			0.0%	
<b>Administration :- Income</b>	<b>407,433</b>	<b>406,011</b>	<b>(1,422)</b>			<b>100.4%</b>	<b>0</b>
1101 Insurances	12,658	11,948	(710)		(710)	105.9%	
1102 Vehicle Insurance	1,046	1,133	87		87	92.3%	
1110 Audit Fees (External)	0	1,030	1,030		1,030	0.0%	
1111 Audit Fees (Internal)	641	1,700	1,059		1,059	37.7%	
1120 Legal Fees	0	2,500	2,500		2,500	0.0%	
1125 Website Upkeep	60	412	352		352	14.6%	
1130 Office Equipment/Furniture	0	515	515		515	0.0%	
1131 Computer Equipment	0	1,030	1,030		1,030	0.0%	
1132 Stationery	134	464	330		330	29.0%	
1133 Payroll	0	567	567		567	0.0%	
1140 Staff Training	490	1,030	540		540	47.6%	
1141 Councillor Training	0	515	515		515	0.0%	
1143 SW/HW Support	765	2,500	1,735		1,735	30.6%	
1144 SALC/NALC	1,446	1,494	48		48	96.8%	
1145 Subscriptions	1,873	1,803	(70)		(70)	103.9%	
1146 Information/Books/Software etc	4	206	202		202	1.9%	
1148 Lift servicing	0	1,030	1,030		1,030	0.0%	
1150 Advertising	0	103	103		103	0.0%	
1156 Postage	23	258	235		235	8.8%	
1160 Mileage	0	258	258		258	0.0%	
1165 Photocopier Rental	269	1,100	831		831	24.5%	
1166 Photocopier Charges	269	1,000	731		731	26.9%	
1167 Election Costs	0	4,120	4,120		4,120	0.0%	
1170 Telephone, Fax, Internet	676	2,850	2,174		2,174	23.7%	
4113 Bank Charges	48	165	117		117	29.2%	
<b>Administration :- Indirect Expenditure</b>	<b>20,402</b>	<b>39,731</b>	<b>19,329</b>	<b>0</b>	<b>19,329</b>	<b>51.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>387,031</b>	<b>366,280</b>	<b>(20,751)</b>				
<b>102 Staff</b>							
1201 Staff Salaries (Gross)	33,776	167,843	134,067		134,067	20.1%	
1202 LGA Superannuation	2,319	8,100	5,781		5,781	28.6%	
1203 NI Contributions	6,614	20,141	13,527		13,527	32.8%	
<b>Staff :- Indirect Expenditure</b>	<b>42,709</b>	<b>196,084</b>	<b>153,375</b>	<b>0</b>	<b>153,375</b>	<b>21.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(42,709)</b>	<b>(196,084)</b>	<b>(153,375)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 30/06/2025

Month No: 3

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>103 PWLB</b>							
1301 Public Works Loan board	0	13,600	13,600		13,600	0.0%	
PWLB :- Indirect Expenditure	0	13,600	13,600	0	13,600	0.0%	0
<b>Net Expenditure</b>	<b>0</b>	<b>(13,600)</b>	<b>(13,600)</b>				
<b>104 Grants</b>							
1401 Grants	36,000	36,000	0		0	100.0%	
1402 S137	1,500	10,000	8,500		8,500	15.0%	
Grants :- Indirect Expenditure	37,500	46,000	8,500	0	8,500	81.5%	0
<b>Net Expenditure</b>	<b>(37,500)</b>	<b>(46,000)</b>	<b>(8,500)</b>				
<b>201 Cemetery/Town</b>							
2177 Burial Fees	1,800	11,500	9,700			15.7%	
2178 Ashes Interment Fees	1,470	6,500	5,030			22.6%	
2179 Memorial Fees	700	3,000	2,300			23.3%	
Cemetery/Town :- Income	3,970	21,000	17,030			18.9%	0
2101 Cemetery/Town Costs	3,847	10,300	6,453		6,453	37.4%	
2107 New Cemetery Works	0	20,000	20,000		20,000	0.0%	
2110 Water Charges (Cemetery/OSH)	50	300	250		250	16.8%	
2111 Electricity	859	4,000	3,141		3,141	21.5%	
2116 Rent for BRPF Yard	564	600	36		36	94.0%	
2117 HR Fees	0	2,500	2,500		2,500	0.0%	
2131 New Equipment	0	1,545	1,545		1,545	0.0%	
2132 Trade Waste	512	1,545	1,034		1,034	33.1%	
2133 Bus Shelter Cleaning	65	400	335		335	16.3%	
Cemetery/Town :- Indirect Expenditure	5,896	41,190	35,294	0	35,294	14.3%	0
<b>Net Income over Expenditure</b>	<b>(1,926)</b>	<b>(20,190)</b>	<b>(18,264)</b>				
<b>301 Old School House</b>							
3110 Gas Supply	239	4,000	3,761		3,761	6.0%	
3111 Gas Force Contract	0	103	103		103	0.0%	
3113 PAT Testing	0	155	155		155	0.0%	
3114 Electricity (Old School House)	426	3,000	2,574		2,574	14.2%	
3117 Water charges OSH	33	412	379		379	8.1%	
3120 Window Cleaning	25	150	125		125	16.7%	
3125 Fire Extinguisher Servicing	0	412	412		412	0.0%	
3178 Old School House Maintenance	1,669	3,000	1,331		1,331	55.6%	
Old School House :- Indirect Expenditure	2,392	11,232	8,840	0	8,840	21.3%	0
<b>Net Expenditure</b>	<b>(2,392)</b>	<b>(11,232)</b>	<b>(8,840)</b>				



## Detailed Income &amp; Expenditure by Budget Heading 30/06/2025

Month No: 3

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>401 General</b>							
2121 Machinery Servicing	346	3,090	2,744		2,744	11.2%	
2122 Fuel & Oil	202	2,266	2,064		2,064	8.9%	
2139 Protective Clothing	46	1,000	954		954	4.6%	
4101 Horticultural	42	515	473		473	8.2%	
4102 Christmas Lighting	0	2,060	2,060		2,060	0.0%	
4105 Town Clock Repairs	0	515	515		515	0.0%	
4112 Events	915	6,680	5,765		5,765	13.7%	
4114 Project Fund	0	10,000	10,000		10,000	0.0%	
General :- Indirect Expenditure	<b>1,551</b>	<b>26,126</b>	<b>24,575</b>	<b>0</b>	<b>24,575</b>	<b>5.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,551)</b>	<b>(26,126)</b>	<b>(24,575)</b>				
<b>402 Recreation</b>							
4276 Sponsorship Income	525	0	(525)			0.0%	
Recreation :- Income	<b>525</b>	<b>0</b>	<b>(525)</b>				<b>0</b>
4202 The Orchard, Coulson Lane	0	258	258		258	0.0%	
4204 Thetford Rd Play Area	138	1,030	892		892	13.4%	
4205 Playing Fields	175	2,060	1,885		1,885	8.5%	
4206 Horticultural Work	2,131	8,000	5,870		5,870	26.6%	
4208 Cemetery - Trees	0	9,000	9,000		9,000	0.0%	
Recreation :- Indirect Expenditure	<b>2,443</b>	<b>20,348</b>	<b>17,905</b>	<b>0</b>	<b>17,905</b>	<b>12.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,918)</b>	<b>(20,348)</b>	<b>(18,430)</b>				
<b>403 Street Lights</b>							
4302 Street Lighting Energy	0	24,700	24,700		24,700	0.0%	
4303 Street Lights Repairs	0	8,000	8,000		8,000	0.0%	
Street Lights :- Indirect Expenditure	<b>0</b>	<b>32,700</b>	<b>32,700</b>	<b>0</b>	<b>32,700</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(32,700)</b>	<b>(32,700)</b>				
<b>Grand Totals:- Income</b>	<b>411,928</b>	<b>427,011</b>	<b>15,083</b>			<b>96.5%</b>	
<b>Expenditure</b>	<b>112,894</b>	<b>427,011</b>	<b>314,117</b>	<b>0</b>	<b>314,117</b>	<b>26.4%</b>	
<b>Net Income over Expenditure</b>	<b>299,034</b>	<b>0</b>	<b>(299,034)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>299,034</b>	<b>0</b>	<b>(299,034)</b>				

13/08/2025

## Brandon Town Council Current Year

Page 1

11:31

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>101 Administration</b>							
1176 Precept	405,011	405,011	0			100.0%	
1180 Room Hire	470	1,000	530			47.0%	
1190 Interest on Investments	2,042	0	(2,042)			0.0%	
<b>Administration :- Income</b>	<b>407,523</b>	<b>406,011</b>	<b>(1,512)</b>			<b>100.4%</b>	<b>0</b>
1101 Insurances	12,658	11,948	(710)		(710)	105.9%	
1102 Vehicle Insurance	1,046	1,133	87		87	92.3%	
1110 Audit Fees (External)	0	1,030	1,030		1,030	0.0%	
1111 Audit Fees (Internal)	641	1,700	1,059		1,059	37.7%	
1120 Legal Fees	0	2,500	2,500		2,500	0.0%	
1125 Website Upkeep	90	412	322		322	21.8%	
1130 Office Equipment/Furniture	0	515	515		515	0.0%	
1131 Computer Equipment	0	1,030	1,030		1,030	0.0%	
1132 Stationery	195	464	269		269	42.0%	
1133 Payroll	0	567	567		567	0.0%	
1140 Staff Training	1,136	1,030	(106)		(106)	110.3%	
1141 Councillor Training	0	515	515		515	0.0%	
1143 SW/HW Support	765	2,500	1,735		1,735	30.6%	
1144 SALC/NALC	1,446	1,494	48		48	96.8%	
1145 Subscriptions	1,873	1,803	(70)		(70)	103.9%	
1146 Information/Books/Software etc	4	206	202		202	1.9%	
1148 Lift servicing	230	1,030	800		800	22.3%	
1150 Advertising	0	103	103		103	0.0%	
1156 Postage	23	258	235		235	8.8%	
1160 Mileage	27	258	231		231	10.5%	
1165 Photocopier Rental	269	1,100	831		831	24.5%	
1166 Photocopier Charges	269	1,000	731		731	26.9%	
1167 Election Costs	0	4,120	4,120		4,120	0.0%	
1170 Telephone, Fax, Internet	962	2,850	1,888		1,888	33.8%	
4113 Bank Charges	94	165	71		71	57.0%	
<b>Administration :- Indirect Expenditure</b>	<b>21,727</b>	<b>39,731</b>	<b>18,004</b>	<b>0</b>	<b>18,004</b>	<b>54.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>385,795</b>	<b>366,280</b>	<b>(19,515)</b>				
<b>102 Staff</b>							
1201 Staff Salaries (Gross)	45,139	167,843	122,704		122,704	26.9%	
1202 LGA Superannuation	3,084	8,100	5,016		5,016	38.1%	
1203 NI Contributions	9,860	20,141	10,281		10,281	49.0%	
<b>Staff :- Indirect Expenditure</b>	<b>58,083</b>	<b>196,084</b>	<b>138,001</b>	<b>0</b>	<b>138,001</b>	<b>29.6%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(58,083)</b>	<b>(196,084)</b>	<b>(138,001)</b>				

Continued over page

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>103 PWLB</b>							
1301 Public Works Loan board	0	13,600	13,600		13,600	0.0%	
PWLB :- Indirect Expenditure	0	13,600	13,600	0	13,600	0.0%	0
<b>Net Expenditure</b>	0	(13,600)	(13,600)				
<b>104 Grants</b>							
1401 Grants	36,000	36,000	0		0	100.0%	
1402 S137	1,500	10,000	8,500		8,500	15.0%	
Grants :- Indirect Expenditure	37,500	46,000	8,500	0	8,500	81.5%	0
<b>Net Expenditure</b>	(37,500)	(46,000)	(8,500)				
<b>201 Cemetery/Town</b>							
2177 Burial Fees	1,800	11,500	9,700			15.7%	
2178 Ashes Interment Fees	1,990	6,500	4,510			30.6%	
2179 Memorial Fees	770	3,000	2,230			25.7%	
Cemetery/Town :- Income	4,560	21,000	16,440			21.7%	0
2101 Cemetery/Town Costs	5,523	10,300	4,777		4,777	53.6%	
2107 New Cemetery Works	14	20,000	19,986		19,986	0.1%	
2110 Water Charges Cemetery	102	300	198		198	33.9%	
2111 Electricity	1,013	4,000	2,987		2,987	25.3%	
2116 Rent for BRPF Yard	564	600	36		36	94.0%	
2117 HR Fees	0	2,500	2,500		2,500	0.0%	
2131 New Equipment	0	1,545	1,545		1,545	0.0%	
2132 Trade Waste	591	1,545	954		954	38.2%	
2133 Bus Shelter Cleaning	65	400	335		335	16.3%	
Cemetery/Town :- Indirect Expenditure	7,871	41,190	33,319	0	33,319	19.1%	0
<b>Net Income over Expenditure</b>	(3,311)	(20,190)	(16,879)				
<b>301 Old School House</b>							
3110 Gas Supply	248	4,000	3,752		3,752	6.2%	
3111 Gas Force Contract	0	103	103		103	0.0%	
3113 PAT Testing	0	155	155		155	0.0%	
3114 Electricity (Old School House)	557	3,000	2,443		2,443	18.6%	
3117 Water charges OSH	45	412	367		367	10.9%	
3120 Window Cleaning	50	150	100		100	33.3%	
3125 Fire Extinguisher Servicing	0	412	412		412	0.0%	
3178 Old School House Maintenance	1,729	3,000	1,271		1,271	57.6%	
Old School House :- Indirect Expenditure	2,628	11,232	8,604	0	8,604	23.4%	0
<b>Net Expenditure</b>	(2,628)	(11,232)	(8,604)				

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2025

Month No: 4

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>401 General</b>							
2121 Machinery Servicing	346	3,090	2,744		2,744	11.2%	
2122 Fuel & Oil	365	2,266	1,901		1,901	16.1%	
2139 Protective Clothing	84	1,000	916		916	8.4%	
4101 Horticultural	42	515	473		473	8.2%	
4102 Christmas Lighting	0	2,060	2,060		2,060	0.0%	
4105 Town Clock Repairs	0	515	515		515	0.0%	
4112 Events	1,908	6,680	4,772		4,772	28.6%	
4114 Project Fund	0	10,000	10,000		10,000	0.0%	
General :- Indirect Expenditure	<b>2,746</b>	<b>26,126</b>	<b>23,380</b>	<b>0</b>	<b>23,380</b>	<b>10.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,746)</b>	<b>(26,126)</b>	<b>(23,380)</b>				
<b>402 Recreation</b>							
4276 Sponsorship Income	600	0	(600)			0.0%	
Recreation :- Income	<b>600</b>	<b>0</b>	<b>(600)</b>				<b>0</b>
4202 The Orchard, Coulson Lane	0	258	258		258	0.0%	
4204 Thetford Rd Play Area	138	1,030	892		892	13.4%	
4205 Playing Fields	175	2,060	1,885		1,885	8.5%	
4206 Horticultural/Tree Work/Survey	2,821	8,000	5,180		5,180	35.3%	
4208 Cemetery - Trees	0	9,000	9,000		9,000	0.0%	
Recreation :- Indirect Expenditure	<b>3,133</b>	<b>20,348</b>	<b>17,215</b>	<b>0</b>	<b>17,215</b>	<b>15.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(2,533)</b>	<b>(20,348)</b>	<b>(17,815)</b>				
<b>403 Street Lights</b>							
4302 Street Lighting Energy	0	24,700	24,700		24,700	0.0%	
4303 Street Lights Repairs	1,125	8,000	6,875		6,875	14.1%	
Street Lights :- Indirect Expenditure	<b>1,125</b>	<b>32,700</b>	<b>31,575</b>	<b>0</b>	<b>31,575</b>	<b>3.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,125)</b>	<b>(32,700)</b>	<b>(31,575)</b>				
<b>Grand Totals:- Income</b>	<b>412,683</b>	<b>427,011</b>	<b>14,328</b>			<b>96.6%</b>	
<b>Expenditure</b>	<b>134,814</b>	<b>427,011</b>	<b>292,197</b>	<b>0</b>	<b>292,197</b>	<b>31.6%</b>	
<b>Net Income over Expenditure</b>	<b>277,869</b>	<b>0</b>	<b>(277,869)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>277,869</b>	<b>0</b>	<b>(277,869)</b>				

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**Fw: NJC Salary Pay Award 2026-2026**

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**From** Tina Cunnell <tina.cunnell@brandon-tc.gov.uk>  
**Date** Mon 28/07/2025 12:58  
**To** Brandon Town Council <office@brandon-tc.gov.uk>

Hi

Here is the update to go on Septembers agenda

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**From:** Charlotte Haines <payroll@salc.org.uk>  
**Sent:** Monday, July 28, 2025 12:40 PM  
**To:** Tina Cunnell <tina.cunnell@brandon-tc.gov.uk>  
**Subject:** NJC Salary Pay Award 2026-2026



**Pay award 2025-2026 agreement reached**

NALC have confirmed that the NJC salary award for 2025-2026 has reached agreement. **click on this link to view the updated salary scales.**

**SALC payroll members:** Once the council have approved the increase to your NJC salary, please inform me by submitting a portal request through the SALC member portal to confirm this agreement by the council. The backpay and pay increase will be implemented for the next payroll.

Charlotte Haines  
Payroll Officer

## Tree Maintenance Tender

### BTC 25/26/001 Tree Maintenance

Following completion of a tree survey, the council sent out a tender IAW financial regulations to contract for 3 years tree maintenance.

There were over 2000 views of the opportunity on the gov.uk one website and this was also advertised on our social media platforms.

Interested parties were sent further details and quality questions that they would be assessed as part of the process. Whenever questions were received, the answers were promulgated to all companies that had expressed interest, ensuring all companies had the same information on which to base their bids.

The marking of the tender was weighted 45% price and 55% quality of service.

The clerk and 3 councillors marked the tenders against the quality questions independently of each other with scores being collated by the finance officer.

These scores were tabled (below) with the highest score being the best bid.

There were variations within the marking, but all 4 assessors selected the winning company as the best bid.

Company	Costs	Quality Score	Total
A	38.70	87.45	126.15
B	28.35	4.40	32.75
C	25.20	71.50	96.70
D	30.15	101.75	131.90
E	45.00	63.25	108.25
F	23.85	79.20	103.05
G	20.25	105.60	125.85
H	32.40	108.90	141.30

Several companies were very close in quality score with the main difference in result being costs and there was a £28,860 variance between the cheapest and most expensive bid.

**Therefore, the officer's recommendation is that the contract be awarded to Company H.**