

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 8th April 2024 at 7pm

Present: Cllr P Wittam (Chair), Cllr G Brocklehurst, Cllr P Etherington, Cllr P Gorringe, Cllr J Hughes, Cllr H Kostecki, Cllr V Lukaniuk, Cllr D Palmer, Cllr M Pinnell, Cllr P Ridgwell, Cllr J Savage, Cllr C Watts

Also Present: 10+ members of the public.

- 1 **APOLOGIES** for absence and approval of reasons tendered.
Cllr B Brabbs, Cllr N Siebert – apologies received.
- 2 **DECLARATION OF INTEREST** and additions to Members Register of Interest.
None.
- 3 **TO RECEIVE A REPORT FROM SQN LDR GEARY - RAF LAKENHEATH**
Sqn Ldr Geary is no longer in post. We are awaiting his replacement.

PC Harman was unable to attend the meeting. He sent in a report that was available to all.

- 4 **TO RECEIVE, CONFIRM AND SIGN MINUTES**
- Of the Brandon Town Council Full Council Meeting of Monday 11th March 2024.
Cllr Ridgwell made the meeting aware of a few errors contained in the minutes. Cllr Wittam commented that these would be corrected. Cllr Brocklehurst asked for an amendment to the minutes to reflect a statement that was made regarding him.
Proposer: Cllr P Etherington
Seconder: Cllr V Lukaniuk
Resolution Record No: **BTC/190/08/Apr/24**
CARRIED: By majority vote: 11 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF FULL COUNCIL MEETING OF MONDAY 11TH MARCH 2024 BE APPROVED.

- 5 **MATTERS ARISING** for information exchange only of the Full Council Meeting of 11th March 2024.
Cllr Ridgwell commented that he had read in the minutes from the last meeting, which he was unable to attend, that his health had been discussed. He offered an explanation regarding this.
- 6 **URGENT BUSINESS** any items the Chairman considers a matter of urgent business.
None.

Signed.....

7 TO RECEIVE WRITTEN REPORT from the Town Clerk.

Report was received.

8 PUBLIC FORUM monthly event limited to 3 minutes duration maximum per resident, this will include reports from County, District and Town Councillors also Community Group Representatives.

Cllr Lukaniuk reported as County Councillor that the retrospective Norfolk County Council planning application from the aggregate facility by the station, the siding that was built without planning permission, has been deferred and would come back to the Planning Committee at Norfolk County Council, on April 23rd. He commented he was attempting to have more conditions put on the planning application. One being that a wheel wash is installed and two, to divert the vehicles to stop them coming through Brandon. He further asked if anyone had any more conditions to put on the planning application, to contact him. He then thanked a member of the public for going to the planning hearing at Norfolk County Council.

Cllr Lukaniuk has, had Suffolk Highways out to have new foldable bollards installed on Victoria Avenue, to give easy access to any works that need to take place. He also had the Highways Officer out as he is concerned about the failing asphalt in Coulson Lane and is trying to move it up the ladder. Cllr Brocklehurst asked Cllr Lukaniuk to enlightening the meeting on the technicalities of the meeting at Norfolk County Council. Cllr Lukaniuk explained that they were not quorate due to there not being enough Councillors being present at the meeting.

Cllr Lukaniuk reported as District Councillor that a lot of vandalism had taken place in the town. One being the wall by the friendly bench on Bury Road being vandalised, in daylight, by children. He commented that by reading the police report, he could see they were aware of the situation. He further commented that the graffiti was obscene and he does despair reading this on the streets of Brandon. Cllr Etherington asked that if Councillors were to remove graffiti to contact the police before doing so. Cllr Wittam explained that West Suffolk had been out to look at the graffiti with a view to removing it so he believed the police would have taken any evidence they needed. Cllr Etherington further commented that West Suffolk had not been informed that it had been removed, so if a crew was sent out, it would be a waste of our money. Cllr Wittam commented that West Suffolk had been informed not to send a crew out.

Cllr Pinnell reported that himself and Cllr Brocklehurst had been in contact with Coach Services over a number of initiatives to help the people of Brandon, one being moving the time of a bus so people with a free pass can use the bus. Cllr Ridgwell asked Cllr Pinnell about the timings of the Kings Lynn bus. Cllr Pinnell commented he could look at this and raise this with Coach Services. Cllr Ridgwell further informed the meeting that bus timetables had been located on the bus stops. Two representatives from 'Cranswick Plc Processing Plant Objection group' and Cllr Ryves from Kings Lynn & West Norfolk Borough Council (Methwold and Northwold Ward) spoke to outline their concerns about the far-reaching detrimental effects this plant could have on surrounding areas, including Brandon. Their main concerns were that the size of the processing plants and the emissions as ammonia can affect people with respiratory problems such as asthma, COPD and ischemic heart disease etc. They also voiced their concerns that the emissions may affect local businesses with outside dining facilities. They further stated that pollution will also seep into rivers and kill fish. They then commented that the pollution will not only effect humans but also any animals and wildlife that come into contact with it. They stated it would be the biggest factory farm in the whole of Europe. There was also concern about a potential increase in HGV traffic coming through Brandon. They informed the meeting that they have a Facebook page and are contactable via email if anyone is interested in supporting the group.

Signed.....

They were keen to make people aware so that concerned residents who have previously not been given enough information to make a choice can decide whether they would like to object or not. A member of the public stated that they had raised this issue at a previous meeting and they were aware that efforts had been made to contact Brandon Town Council regarding this but nobody from Brandon Town Council had responded. They were hoping to be able to acquire a meeting room in Brandon to be able to hold a meeting to fully inform the residents of Brandon. Cllr Lukaniuk asked if they knew what quantities of traffic might be coming through Brandon once the operation was up and running. One of the representatives explained that traffic was not expected to come through Brandon unless there was a diversion.

Cllr Ryves then spoke and drew the Councillors attention to the fact that Cranswick had made two applications, to two different parishes, (one in Methwold and one in Feltwell) and in two different names, which meant that for a long-time people had been unaware of the size of the proposed operation. He further confirmed the information that had been presented by the representatives from the Cranswick Objection Group. He lastly commented that it will be going to planning in August/September 2024.

A member of the public apologised for their outburst at the previous meeting and also apologised to Cllr Ridgwell for comments that they had made regarding him but explained that it was due to them being concerned about his health.

A resident made reference to comments that had been made by an applicant of a retrospective planning application, concerning their confidence that the application would be granted, regardless. They further stated that Cllr Brocklehurst had broken protocol by holding a meeting with the applicant of the retrospective planning application, without the knowledge of Brandon Town Council and after the meeting Cllr Brocklehurst had told people that the resident was a liar. The resident read from a letter he had received from Mr Boden, an Enforcement Officer from West Suffolk Council, confirming that the extension in question had been built without permission. The resident read further information from other letters and emails regarding actions being taken by West Suffolk Council. The resident asked Cllr Savage to confirm the letter and email exchanges exist.

Cllr Savage confirmed that she was aware of them. Cllr Brocklehurst responded stating, categorically, he had never called the resident a liar. Cllr Brocklehurst explained the circumstances of the meeting, as he saw them. Cllr Pinnell confirmed he was also present. Cllr Wittam addressed the situation and informed the Councillors that it is totally inappropriate for Councillors to speak with applicants, that have a live planning application as it may compromise the application. The resident stated that he would report the incident to the standards commission as he believed it to be a breach of our Code of Conduct. They further asked for a written explanation of how Brandon Town Council will ensure that any rumours regarding this application won't affect the outcome when it is re-presented to Brandon Planning Committee. Cllr Brocklehurst offered to step away from the Planning Committee. The resident commented he thinks Cllr Brocklehurst should resign.

A member of the public asked for an update on the cemetery. Cllr Etherington commented that as soon as we have any news, we will pass it on.

Another resident asked if there is a likelihood of a Town Clerk being employed in the office.

Cllr Wittam stated that this will be discussed later in the confidential section of the meeting.

Cllr Ridgwell asked about Devolution coming to Brandon. Cllr Lukaniuk commented that he was still looking into all the information but he will relay anything relevant as it is still under discussion.

Signed.....

9 CORRESPONDENCE

- West Suffolk Council – Decarbonisation Initiatives Fund Grant Agreement – the information was received. Cllr Lukaniuk stated that this initiative came about because of the new administration of West Suffolk Council, the majority being independent members. Cllr Lukaniuk thanked Cllr Brocklehurst for his insistence which was instrumental in moving this forward. Cllr Wittam gave the go ahead to sign the agreement and return it to West Suffolk Council.

10 ACCOUNTS To approve the payments for March 2024.

Cllr Ridgwell queried the invoice from Suffolk County Council. Cllr Lukaniuk and Cllr Wittam answered his query.

Proposer: Cllr P Etherington

Seconder: Cllr J Hughes

Resolution Record No: **BTC/191/08/Apr/24**

CARRIED: Unanimous

BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR MARCH 2024.

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
04/03/2024	BTC-01	Premier Sport	Summer Sports Activities	£450.00	£90.00	£540.00	BACS
05/03/2024	IN-59204	Big Tyres Ltd	2 x Rear Tyres - Gator	£238.00	£47.60	£285.60	BACS
05/03/2024		Tommys Entertainment	Punch & Judy & Circus Work.	£1,000.00	£0.00	£1,000.00	BACS
11/03/2024	BTC001	Royal British Legion	Room Hire - Summer Activities	£60.00	£0.00	£60.00	BACS
15/03/2024	2483	Shelter Solutions	2 x Bus Shelters on London Rd	£8,590.00	£1,718.00	£10,308.00	BACS
15/03/2024	852	Thundercats Studio	Summer Workshops	£360.00	£0.00	£360.00	BACS
19/03/2024		Brandon Creative Forum	Support - Summer Activities	£100.00	£0.00	£100.00	BACS
04/03/2024	110826	Siemens Financial Sers.	Settle. Fee - Old Photocopier	£357.00	£71.40	£428.40	Direct Debit
12/02/2024	IV117890	Aurora Ltd	Photocopier - Copies	£508.60	£101.72	£610.32	Direct Debit
23/02/2024	IV120034	Aurora Ltd	Termination - Old Photocopier	£328.24	£65.65	£393.89	Direct Debit
16/02/2024	INV-4371	Hugofox Limited	Website Subscription	£29.99	£6.00	£35.99	Direct Debit
21/02/2024	M075 TK	BT	Phone OSH	£84.33	£16.87	£101.20	Direct Debit
22/02/2024	M051 F6	BT	Phone OSH	£37.52	£7.50	£45.02	Direct Debit
26/02/2024		BNP Paribas Leasing Sol	Photocopier - Quarterly Rental	£444.00	£88.80	£532.80	Direct Debit
01/03/2024	11375	Cranberry Comms.	Microsoft 365	£119.95	£23.99	£143.94	Direct Debit
02/03/2024	1562775	YU Energy	Electric OSH	£133.81	£6.69	£140.50	Direct Debit
02/03/2024	1562777	YU Energy	Electric BRPF Yard	£191.30	£9.56	£200.86	Direct Debit
02/03/2024	1562773	YU Energy	Electric Pillar 8 Market Hill	£16.07	£0.80	£16.87	Direct Debit
02/03/2024	1562778	YU Energy	Electric Pillar 9 Market Hill	£29.00	£1.45	£30.45	Direct Debit
02/03/2024	1562776	YU Energy	Electric Cemetery Yard	£10.13	£0.51	£10.64	Direct Debit
02/03/2024	1562779	YU Energy	Electric Christmas Tree Pillar	£8.68	£0.43	£9.11	Direct Debit
04/03/2024	1587341	YU Energy	Gas OSH	£126.41	£6.32	£132.73	Direct Debit
14/03/2024		Public Works Loan	OSH Loan	6779.46	0.00	6779.46	Direct Debit
18/03/2024	2979664	Everflow Water	Water OSH	£21.81	£0.00	£21.81	Direct Debit
25/03/2024		Creative Pension Trust	Pensions - March	£676.86	£0.00	£676.86	Direct Debit
28/03/2023		Unity Trust Bank	Bank Charges	£0.30	£0.00	£0.30	Direct Debit
31/03/2024		Unity Trust Bank	Service Charge	£40.95	£0.00	£40.95	Direct Debit

Signed.....

04/02/2024	104642	Thetford Garden Centre	Alpines - Community Garden	£26.24	£5.25	£31.49	BACS
06/02/2024	104643	Thetford Garden Centre	Herbs - Community Garden	£30.43	£0.00	£30.43	BACS
04/03/2024	3849	Evolution Town Plan.	New Cem. Fees 21/12 to 28/2	£410.75	£82.15	£492.90	BACS
07/03/2024	4251	Didlington Nurseries	Wisteria - Community Garden	£18.00	£0.00	£18.00	BACS
11/03/2024	3754 AJ0322	Travis Perkins Ltd	Graffiti Remover	£7.36	£1.47	£8.83	BACS
12/03/2024	55905	Filcris Ltd	Plastic Wood - Sponsor. Signs	£134.92	£26.98	£161.90	BACS
13/03/2024		Mrs J Prior	Reim. Postage	£2.75	£0.00	£2.75	BACS
14/03/2024	SINV062776	Worknest Ltd	Health & Safety and H.R.	£3,975.00	£795.00	£4,770.00	BACS
14/03/2024	SINV062777	Worknest Ltd	Insurance re H & S and H.R.	£213.00	£11.00	£224.00	BACS
14/03/2024	7561	Amazon	Moss Clear	£74.96	£14.99	£89.95	BACS
19/03/2024	3625	Amazon	Modelling Clay - Craft Events	£14.67	£2.94	£17.61	BACS
20/03/2024	192	Amazon	Acrylic Paints - Craft Events	£29.16	£5.83	£34.99	BACS
20/03/2024	23	Amazon	Terrocotta Pots - Craft Events	£25.82	£5.17	£30.99	BACS
20/03/2024	4AEUI	Amazon	Jute Twine - Events	£2.89	£0.58	£3.47	BACS
27/03/2024	9790	Amazon	Liquid Fertiliser	£79.80	£0.00	£79.80	BACS
18/03/2024		Mr G Brocklehurst	Reim. Stamps	£18.00	£0.00	£18.00	BACS
18/03/2024	9542652	Suffolk County Council	Street Lighting Main/Energy	£36,162.95	£7,232.60	£43,395.55	BACS
19/03/2024	1085650524	Stannah Lift Services Ltd	Quarterly Lift Service	£116.67	£23.33	£140.00	BACS
20/03/2024	SI-3661	Newton Newton Flags	D-Day Flag - OSH	£24.00	£4.80	£28.80	BACS
21/03/2024		Mrs A Barnes	Reim. Lettering - Sponsor. Signs	£44.30	£6.46	£50.76	BACS
21/03/2024	K80889	Ernest Doe & Sons Ltd	Belt for Mower	£49.96	£9.99	£59.95	BACS
21/03/2024	531896167	James Hallam Ltd	Insurance	£11,786.58	£0.00	£11,786.58	BACS
26/03/2024	28282	S.A.L.C.	Payroll Service - 6 Months	£216.00	£43.20	£259.20	BACS
26/03/2024	SINV01938797	Ian Smith Group Ltd	PPE	£288.47	£57.69	£346.16	BACS
27/03/2024	63323	Chase Timber Products	Post Mix - Orchard Bin	£4.68	£0.94	£5.62	BACS
28/03/2024	63358	Chase Timber Products	Post Mix - Sponsor. Signs	£9.36	£1.87	£11.23	BACS
28/03/2024	63359	Chase Timber Products	Stakes & Rail - Apple Trees	£114.38	£22.88	£137.26	BACS
31/03/2024	276192	Fengate Fasteners Ltd	Soft. Tabs OSH, Spon Sign Parts	£83.90	£16.78	£100.68	BACS
31/03/2024	20240000305	Finevale Service Station	Fuel	£110.52	£22.10	£132.62	BACS
05/04/2024		HMRC	NICS	£2,360.52	£0.00	£2,360.52	BACS

11 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR FEBRUARY 2024

The Income and Expenditure Statement against Budget for February 2024 was received.

12 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING of 28th March 2024.

The minutes from the above Planning Committee meeting were noted and received. Cllr Ridgwell queried why Cllr Wittam was on planning at both Brandon Town Council and West Suffolk Council as he was both a Town and District Councillor and was not sure if this was allowed. Cllr Wittam explained that he is allowed on both planning at Brandon Town Council and West Suffolk Council.

13 RESOLUTION from Cllr G Brocklehurst No. 469

Brandon Town Council resolves to commission a report from a specialist arborist in the care of Pleached Trees and to report on condition of the avenue trees and future care.

Cllr Brocklehurst commented that in view of comments he had received regarding the trees in Victoria Avenue not all being pollarded, thought it would be beneficial for a specialist to look at them.

Signed.....

Cllr Etherington commented that we do not even own the trees on Victoria Avenue and we have a current contract with a company who are responsible for the care of the trees and they inform us of any issues they find as they pollard the trees. There followed a discussion about previous care of the trees and how the pollarding had been undertaken, it is now on a four yearly rota. Cllr Palmer commented that the Tree Officers at West Suffolk Council are highly skilled and competent people and wondered if they would they take any notice of a report. Cllr Brocklehurst stated he would consult with West Suffolk. Cllr Wittam asked if Cllr Brocklehurst could investigate the costings and bring the resolution back to Council in June. Cllr Brocklehurst commented that he would do and was happy to withdraw the resolution if the cost was found to be extortionate.

Proposer: Cllr G Brocklehurst

Secunder: Cllr V Lukaniuk

Resolution Record No: **BTC/192/08/Apr/24**

CARRIED: By majority vote: 4 for, 2 against, 6 abstentions.

BRANDON TOWN COUNCIL RESOLVES TO COMMISSION A REPORT FROM A SPECIALIST ARBORIST IN THE CARE OF PLEACHED TREES AND TO REPORT ON CONDITION OF THE AVENUE TREES AND FUTURE CARE.

14 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

Secunder: Cllr G Brocklehurst

Resolution Record No: **BTC/193/08/Apr/24**

CARRIED: Unanimous

Signed.....

BRANDON TOWN COUNCIL

Confidential Minutes
of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 8th April 2024 at 7pm

THIS PAGE IS CONFIDENTIAL
ONLY THE RESOLUTIONS MAYBE DISPLAYED
AS A MATTER OF PUBLIC RECORD

15 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 11th March 2024.

Proposer: Cllr P Etherington

Seconder: Cllr P Wittam

Resolution Record No: **BTC/194/08/Apr/24**

CARRIED: By majority vote: 11 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 11TH MARCH 2024 BE APPROVED.

16 MATTERS ARISING

Cllr Wittam stated that he would like to introduce a resolution that Brandon Town Council resolves to employ a Town Clerk. After a lengthy discussion a vote then ensued.

Proposer: Cllr P Wittam

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/195/08/Apr/24**

CARRIED: By majority vote: 11 for, 1 abstention.

BRANDON TOWN COUNCIL RESOLVES TO EMPLOY A TOWN CLERK.

17 TO NOTE MINUTES OF REVENUE REVIEW COMMITTEE MEETING of 5th March 2024.

The minutes from the above Revenue Review Committee meeting were noted and received.

18 RESOLUTION from Cllr M Pinnell No. 470

Brandon Town Council resolves to approve the revised tariff of facilities at Old School House.

There was a discussion about the revised tariffs and how they were reached and how they would be applied. After further discussion it was decided to defer the resolution until we have checked for any previous resolutions.

Proposer: Cllr M Pinnell

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/196/08/Apr/24**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO DEFER THIS RESOLUTION UNTIL PREVIOUS RESOLUTIONS HAVE BEEN CHECKED.

Signed.....

19 RESOLUTION from Cllr P Gorringe No. 471

Brandon Town Council resolves to purchase and install two defibrillators under the 50% funded government scheme.

Cllr Gorringe explained that he had discovered that there was a government match funding scheme (DHSC AED Community Grant) which is very cost effective, which would give us two for the price of one. There was a general discussion about where they would be sited and the costs of installation and general maintenance. There was a discussion that the original resolution was to investigate to purchase one defibrillator but everyone was in agreement that the purchase of two through DHSC was the best way of buying and they would be beneficial to the residents of Brandon.

Proposer: Cllr P Gorringe

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/197/08/Apr/24**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO PURCHASE AND INSTALL TWO DEFIBRILLATORS UNDER THE 50% FUNDED GOVERNMENT SCHEME.

20 RESOLUTION from Cllr P Wittam No. 472

Brandon Town Council resolves to review the bank accounts.

Mrs Prior read the Councillors the information she had found out that was asked at the previous meeting. A vote ensued to close accounts held with one of our current providers and open new ones with the provider of our current account, to better benefit the Councils finances.

Proposer: Cllr P Wittam

Seconder: Cllr P Gorringe

Resolution Record No: **BTC/198/08/Apr/24**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO CLOSE ACCOUNTS HELD WITH ONE OF OUR CURRENT PROVIDERS AND OPEN NEW ONES WITH THE PROVIDER OF OUR CURRENT ACCOUNT, TO BETTER BENEFIT THE COUNCIL'S FINANCES.

21 QUOTES.

21.1 RESOLUTION from Cllr P Wittam No. 473

Brandon Town Council resolves to consider quotation from to replace the remaining ceiling mounted smoke detector heads and bases at Old School House.

Resolution withdrawn.

The meeting closed at 9.08pm

Signed.....