

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held virtually using Microsoft Teams on Monday 13th July 2020 at 7.00pm

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

Also Present: 9 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 Wittam – Non-pecuniary interest re Items 11 and 21.
- 3 **TO RECEIVE A REPORT FROM SQN LDR TURNBULL - RAF LAKENHEATH**
Report not received.
- 4 **TO RECEIVE AND CONFIRM MINUTES**
- Of the Brandon Town Council Meeting of Monday 11th May 2020.
Proposer: Cllr P Wittam
Seconder: Cllr N King
Resolution Record No: **BTC/04/13/Jul/20**
CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 11TH MAY 2020 BE APPROVED.
- 5 **MATTERS ARISING** for information exchange only of the Full Council Meeting of 11th May 2020.
Cllr Brocklehurst requested a summary of expenditure for the new yard.
- 6 **URGENT BUSINESS** any items the Chairman considers a matter of urgent business – None.

Signed.....

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

Cllr Lukaniuk reported the A1065 has been closed all day due to a water leak with railway crossing barriers also closed. S106 money received from local developments is being chased for the provision of cycle ways in Brandon. Cllr Lukaniuk also reported that the rubbish collection at the Forestry Commission St Helen's Picnic Site had to be expedited due to the amount of rubbish that has accumulated recently. Cllr Lukaniuk is in conversation with the Forestry Commission regarding this matter.

Cllr Palmer reported that he has reached agreement with West Suffolk to increase the grass cutting of verges etc to a three week interval.

Cllr Brocklehurst stated they have permission for 19 planters to be sited in the High Street. Funding is currently being sourced. He also queried the establishment of a plant nursery on Council premises re a resolution from last year. Cllr Lukaniuk stated that the establishment of a nursery is dependent on the archaeologists and development of the new cemetery.

Cllr Ridgwell raised the issue to the amount of weeds on paths and roads within the town.

8 TO RECEIVE WRITTEN REPORT from the Town Clerk.

Report was received.

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

A resident wished to advise the Councillors that the government may be bringing forward the establishment of a unitary Council with perhaps only a single Councillor representing Brandon which he was not in favour of. They also put forward their view of the proposed 40mph speed limit on the B1107 Thetford Road. In the resident's view if this speed limit is adopted then it may not be fully enforced. The resident also enquired if the council was making any contingency arrangements for a lower precept due to increased unemployment in the area. Cllr Wittam replied commenting that he was aware of discussions regarding the establishment of a unitary Council and was not in favour of it either. However, he considered the B1107 and Bury Road as being dangerous roads which would benefit speed reductions. Cllr Wittam also advised that discussions would be taking place regarding precept and emergency planning and further information would be available in due course. Another resident commented that the Clerks report did not appear on the website. The Clerk is to investigate this.

10 CORRESPONDENCE

- Forestry Commission – Felling – Clerk received an advisory notice of possible felling of limited number of trees to the South of Brandon.

11 ACCOUNTS To approve the payments for May 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/05/13/Jul/20**

CARRIED: Unanimous

Signed.....

Brandon Town Council
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Monday 13th July 2020

Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
18/04/2020		CMS		£45.00	£0.00	£45.00	105651
19/05/2020		Mr A Harrild	Window Repair	£65.00	£0.00	£65.00	105653
15/03/2020	104223	Thetford Garden Centre	Leaf Rake	£22.49	£4.49	£26.98	105654
01/05/2020	arc677-0006	TownsWeb Archiving Ltd	Burial Records Search	£250.00	£50.00	£300.00	105655
07/05/2020	938072883	Arco Ltd	PPE Masks	£24.35	£0.00	£24.35	105656
07/05/2020	44600780	WPS Hallam Ins. Brokers	Vehicle Insurance	£660.24	£0.00	£660.24	105657
10/05/2020	INV-6797	Globalbagtag.com Ltd	Vehicle Tracker	£50.00	£10.00	£60.00	105658
13/05/2020	K04042	Ernest Doe & Sons Ltd	Mower Belts	£200.08	£40.02	£240.10	105659
15/05/2020	3754 AFU698	Travis Perkins Ltd	Water Softener Tablets	£29.40	£5.88	£35.28	105661
16/05/2020		Mrs A Barnes	Reimbursement	£33.23	£3.65	£36.88	105662
20/05/2020	49120	Chase Timber Products	Wood Treatment	£16.83	£3.37	£20.20	105664
21/05/2020	28042	Rialtas Business Sols	Accounts Year End Close	£560.00	£112.00	£672.00	105665
31/05/2020		Phil Wittam	Reimbursement	£36.99	£0.00	£36.99	105666
26/05/2020	505574	J & D Green	Cleaning Windows OSH	£16.50	£0.00	£16.50	105667
05/06/2020		HMRC	NICS	£1,030.95	£0.00	£1,030.95	105668
31/05/2020	20200000469	Finevale Service Station	Fuel	£131.90	£26.37	£158.27	105669
21/04/2020	M028 GN	BT	Phone OSH	£44.49	£8.90	£53.39	Direct Debit
24/04/2020	M005 6U	BT	Phone OSH	£19.50	£3.90	£23.40	Direct Debit
06/05/2020	Q009 K3	BT	Phone OSH	£160.93	£32.18	£193.11	Direct Debit
04/05/2020		Creative Pension Trust	Pensions	£342.63	£0.00	£342.63	Direct Debit
28/04/2020	H186B00F12	E.ON	Electric Pillar 9 Market Hill	£0.23	£0.01	£0.24	Direct Debit
29/04/2020	H186C8B58C	E.ON	Electric Cemetery Yard	£45.50	£2.28	£47.78	Direct Debit
03/05/2020	H1080E135C	E.ON	Electric New Yard	£97.78	£4.89	£102.67	Direct Debit
03/05/2020	H1080E2F14	E.ON	Electric OSH	£80.31	£4.02	£84.33	Direct Debit
04/05/2020	H187067316	E.ON	Electric Pillar 8 Market Hill	£0.71	£0.04	£0.75	Direct Debit
07/05/2020		Siemens	Photocopier	472.00	94.40	566.40	Direct Debit
07/05/2020		Siemens	Photocopier	37.93	7.58	45.51	Direct Debit
18/05/2020	552255	Everflow	Water OSH	£5.63	£0.00	£5.63	Direct Debit
26/05/2020		Creative Pension Trust	Pensions	£309.44	£0.00	£309.44	Direct Debit
28/05/2020	1127508	West Suffolk Council	Trade Waste	£71.92	£0.00	£71.92	Direct Debit
29/05/2020		Mr G Cock	Reimbursement	£143.19	£1.10	£144.29	BACS

ACCOUNTS To approve the payments for June 2020.

Proposer: Cllr V Lukaniuk

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/06/13/Jul/20**

CARRIED: Unanimous

Signed.....

Brandon Town Council
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Invoice Date	Invoice No	Supplier	Expense Type	Nett	VAT	Gross	Payment
08/06/2020		Royal British Legion	Donation	£500.00	£0.00	£500.00	105671
09/06/2020		Brandon Rem. Play.	Grant	£14,513.00	£0.00	£14,513.00	105672
08/06/2020	196926	Fengate Fasteners Ltd	Town Costs	£38.87	£7.77	£46.64	105673
29/06/2020	198201	Fengate Fasteners Ltd	Town Costs	£38.27	£7.65	£45.92	105673
12/06/2020	R7044/LOR	Ray Tuttle Lift Sers. Ltd	LOLER Inspection - Lift	£92.50	£18.50	£111.00	105674
15/06/2020	BPT-02564	Brandon PAT Testing	PAT Testing - New Yard	£67.86	£13.57	£81.43	105675
17/06/2020	INV/2020/0001	Wittam Info. Tech.	Software Support	£20.00	£0.00	£20.00	105676
19/06/2020	24	The Gas Company	Water Meter - Cem Yard	£140.00	£28.00	£168.00	105677
22/06/2020	505605	J & D Green	Cleaning Windows OSH	£16.50	£0.00	£16.50	105678
23/06/2020	1085200941	Stannah Lift Services Ltd	Lift Service	£116.67	£23.33	£140.00	105679
05/07/2020		HMRC	NICS	£1,229.56	£0.00	£1,229.56	105680
17/06/2020	68122	Alan R Cross & Son	Disconnect Electric to Shed	£140.00	£28.00	£168.00	105681
16/06/2020	K05985	Ernest Doe & Sons Ltd	Town Costs	£4.88	£0.98	£5.86	105682
30/06/2020	20200000564	Finevale Service Station	Fuel	£132.13	£26.43	£158.56	105683
24/06/2020	1696	Blazetech Fire	Fire Extinguisher Servicing	£183.50	£36.70	£220.20	105684
13/05/2020	183699	Corona Corporate Sols.	Photocopier Copies	£95.00	£19.00	£114.00	Direct Debit
28/05/2020	115117	Cranberry Comms.	Microsoft 365 Subscription	£94.00	£18.80	£112.80	Direct Debit
01/06/2020	115132	Cranberry Comms.	Microsoft 365 Subscription	£94.00	£18.80	£112.80	Direct Debit
12/05/2020	713697574	British Gas	Gas OSH	£159.73	£7.98	£167.71	Direct Debit
21/05/2020	M029 K9	BT	Phone OSH	£44.49	£8.90	£53.39	Direct Debit
23/05/2020	M006 AG	BT	Phone OSH	£19.50	£3.90	£23.40	Direct Debit
28/05/2020	H1887B05E6	E.ON	Electric Pillar 8 Market Hill	£0.23	£0.01	£0.24	Direct Debit
29/05/2020	H1888205DD	E.ON	Electric Cemetery Yard	£13.70	£0.69	£14.39	Direct Debit
31/05/2020	H10874B862	E.ON	Electric New Yard	£57.15	£2.86	£60.01	Direct Debit
31/05/2020	H10874D8D3	E.ON	Electric OSH	£79.28	£3.96	£83.24	Direct Debit
18/06/2020	575310	Everflow	Water OSH	£17.96	£0.00	£17.96	Direct Debit
22/06/2020		Creative Pension Trust	Pensions	£342.63	£0.00	£342.63	Direct Debit
25/06/2020		ICO	GDPR Registration	£35.00	£0.00	£35.00	Direct Debit
29/06/2020	1127508	West Suffolk Council	Trade Waste	£71.92	£0.00	£71.92	Direct Debit
12/06/2020	8015b	Doors Direct 2 U	Doors for New Building	£179.17	£35.83	£215.00	BACS
25/06/2020		CMS		£45.00	£0.00	£45.00	BACS

12 TO RECEIVE INCOME AND EXPENDITURE STATEMENT AGAINST BUDGET FOR APRIL/MAY 2020

The Income and Expenditure Statement against Budget for April and May were received.

13 RESOLUTION from Cllr V Lukaniuk No. 356

Brandon Town Council resolves to request that Suffolk Highways adopt a 40mph speed limit on the B1107.

Seconder: Cllr P Ridgwell

Resolution Record No: **BTC/07/13/Jul/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL RESOLVES TO REQUEST THAT SUFFOLK HIGHWAYS ADOPT A 40MPH SPEED LIMIT ON THE B1107.

Signed.....

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14 RESOLUTION from Cllr G Brocklehurst No. 357

Brandon Town Council resolves to establish the role of Brandon Town Crier.

Deferred.

15 RESOLUTION from Cllr G Brocklehurst No. 358

Brandon Town Council resolves to amend the Grants Policy to exempt grants under £500.

Deferred.

16 BRANDON TOWN COUNCIL APPROVES A PRECEPT FOR 2020/21 £286,001

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/08/13/Jul/20**

CARRIED: Unanimous

BRANDON TOWN COUNCIL APPROVES A PRECEPT FOR 2020/21 £286,001.

17 CONSIDER RESPONSE TO NALC REVIEW OF NEW MODEL MEMBER CODE OF CONDUCT

The information was received. The Clerk is to coordinate Councillors response.

18 DISCUSSION regarding naming of new street.

Cllr Lukaniuk stated that he had investigated a number of names that had been suggested to him with the result that he suggested Monkey Stile Court having the most local relevance. Cllr King asked for an explanation of this to which Cllr Lukaniuk provided an explanation of the traditional origin of the name. Cllr Brocklehurst offered the name Waterloo Close. A vote ensued with Monkey Stile winning by majority vote.

19 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 V Lukaniuk

Resolution Record No: **BTC/09/13/Jul/20**

CARRIED: Unanimous

The meeting closed at 9:50pm

Signed.....