

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting

Held on 5 September 2016

In the Council Chamber, The Old School House, Market Hill, Brandon at 7.00pm.

Present: Cllr. P Callaghan, Cllr. I Horner, Cllr. R Silvester, Cllr. P Ridgwell, Cllr. T Simmons, Cllr. G Hughes, Cllr. N Vant, Cllr. V Lukaniuk, Cllr. P MacLoughlin, Cllr. R Burrows, Cllr. L Jacobs, Cllr. E Jacobs, Cllr. D Palmer.

Also present: Mrs C Mason (Town Clerk), Mrs B Harding and members of the public

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered.

All present.

2. DECLARATIONS OF INTEREST and additions to Members Register of Interests.

None.

3. PUBLIC FORUM

Matters raised included a request for an update relating to the new cemetery (negotiations are ongoing but still confidential); the imminent closure of the Brandon Day Care Centre (considered by Orbit Housing to be unviable due to lack of persons using the facility); when are the new trees to be planted in The Avenue? (the principal reason being staff shortages); the resurfacing of Green Road (tarmac and chippings only); bottom end of London Road just gritted and not repaired (European money used); a paper was circulated relating to the maintenance of the trees within the cemetery.

4. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Brandon Town Council Meeting of Monday 4 July 2016, Extraordinary Meeting of Monday 25 July 2016, Annual Cemetery Meeting Monday 1st August 2016.

Addition to the minutes of the Annual Cemetery Meeting of the 1 August 2016: Cllr. V Lukaniuk raised the issue that the railings to the main cemetery gates had been rubbed down but as yet had not had the top coat applied.

Resolution Record No. **BTC/32/05/Sept/16**

CARRIED:

THAT THE MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 4 JULY 2016, EXTRAORDINARY MEETING OF MONDAY 25 JULY 2016 AND THE AMENDED MINUTES OF THE ANNUAL CEMETERY MEETING OF MONDAY 1 AUGUST 2016 BE ACCEPTED AS A TRUE RECORD.

5. CLERK'S REPORT FROM THE LAST MEETING

Contents noted.

6. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Apologies were received from Squadron Leader Neilds.

Signed.....

7. TO RECEIVE REPORTS from County and District Councillors, Community Group Representatives. Contents of Cllr. P Ridgwell’s written report were noted. Additional points included The Nine Stiles Walk and lack of participants (suggested the name of the walk ought to be changed next year); level crossing barrier failure (impeding an emergency vehicle getting through from Weeting). Cllr. G Hughes gave a verbal report in which he stated he had received a telephone call from Suffolk Police asking whether the town council would be willing to share the cost of a PCSO with Centre Parcs. Further details to be forwarded to GH and perhaps an agenda item for the next meeting? An update from Cllr. Lukaniuk regarding his part in looking after acquired lost property. Cllr. G Hughes pointed out, on the advice of the Police, that Cllr. Lukaniuk was putting himself at risk carrying out this task. An alternative scheme is in the pipe line. Cllr. R Silvester said he has arranged to meet with the SCC Engineer to bring to her attention several Highway issues in Brandon – primarily The Lode, replacement bollards on Market Hill and the hole on Green Road.

8. ACCOUNTS

8.1 & 8.2 Resolution Record No. **BTC/33/05/Sept/16**

CARRIED:

THAT BRANDON TOWN COUNCIL RETROSPECTIVELY APPROVES THE PAYMENTS FOR JULY 2016 AND ADDITIONALLY, APPROVES THE AUGUST 2016 PAYMENTS

Date	Amount	Supplier	Chq No	Net	Vat
Jul-16	119.66	Brandon Test Centre	105049	99.72	19.94
Jul-16	288.00	RBS	105050	240.00	48.00
Jul-16	41.00	Brandon Test Centre	105049	41.00	
Jul-16	1.82	Travis Perkins	105052	1.52	0.30
Jul-16	48.00	Graham Smith	105053	40.00	8.00
Jul-16	143.86	Sage	105054	119.88	23.98
Jul-16	491.46	Didlington Nurseries	105055	409.55	81.91
Jul-16	138.52	Lyreco	105056	115.43	23.09
Jul-16	18.00	Cooleraid	105057	15.00	3.00
Jul-16	282.00	SALC	105059	235.00	47.00
Jul-16	162.42	Interserve	105060	135.35	27.07
Jul-16	18.00	Multisigns	105061	15.00	3.00
Jul-16	16.50	J & D Green	105062	16.50	
Jul-16	202.92	Finevale Services	105063	169.08	33.84
Jul-16	73.60	SALC	105058	73.60	
Jul-16	50.00	NALC	105064	50.00	

Date	Amount	Supplier	Chq No	Net	Vat
Aug-16	205.39	Finvale Services	105069	171.16	34.23
Aug-16	48.00	Graham Smith`	105070	40.00	8.00
Aug-16	300.00	St Johns Ambulance	105072	250.00	50.00
Aug-16	172.03	Arco	105073	143.36	28.67
Aug-16	8.35	Travis Perkins	105074	6.96	1.39
Aug-16	61.20	Alan Cross	105075	51.00	10.20
Aug-16	107.92	Ian Smith	105076	89.93	17.99
Aug-16	76.76	Tindalls	105077	63.97	12.79

Signed.....

Aug-16	1230.00	Contract Personnel	105078	1025.00	205.00
Aug-16	1477.50	Wages (Temp)	BACS	1477.50	
Aug-16	78.35	SALC	105079	70.54	7.81
Aug-16	16.50	J & D Green	105080	16.50	
Aug-16	70.74	Cooleraid	105081	58.95	11.79
Aug-16	71.10	Chase Timber	105082	59.25	11.85

8.3 Resolution Record No. **BTC/34/05/Sept/16**
CARRIED:

THAT BRANDON TOWN COUNCIL APPROVES A DONATION OF SEVENTY-SEVEN POUNDS TO THE BRANDON PARK RUN.

9. GRIEVANCE HEARING

With opinions divided over the legalities of discussing the grievance in the public section of the meeting rather than in the confidential, it was agreed, for the present time, to defer any further debate and move to the next agenda item.

10. STAFFING MATTER

Resolution Record No. **BTC/35/05/Sept/16**
CARRIED:

IF LEGALY PERMITTED, BRANDON TOWN COUNCIL AGREES TO ADVERTISE FOR A TEMPORARY FULL TIME GROUNDSMAN UNTIL 31ST DECEMBER 2016.

11. RECORDING OF MEETINGS

The Chairman reminded all councillors that any matters discussed in the confidential section of the meeting should remain confidential and should not be recorded by individual councillors.

Cllr. N Vant asked what bans councillors recording confidential meetings to which they are entitled to know about. In response, Cllr. R Silvester said his understanding is, if councillors are recording the meeting for their only personal use, then they have to be present at the meeting. Once left they are entitled only to the official recording.

Cllr. N Vant further commented on a document relating to this agenda item, in which he was accused of 'surreptitiously concealing a recording device under some papers, switched on.' This was strenuously denied by the councillor concerned. To be discussed in fuller detail in the confidential part of the meeting; agenda item 16.

12. THE LODE

Resolution Record No. **BTC/36/05/Sept/16**
CARRIED:

FOR HEALTH AND SAFETY REASONS, BRANDON TOWN COUNCIL APPROVES THE QUOTATION RECEIVED FROM CHASE FENCNG TO TEMPORARILY FENCE OFF THE WATER COURSE AT THE LODE

Signed.....

13. CEMETERY TREES

Resolution Record No. **BTC/37/05/Sept/16**

CARRIED:

THAT BRANDON TOWN COUNCIL AGREES TO A ROTATIONAL THREE YEARLY MAINTENANCE PROGRAMME FOR THE CEMETERY AND VICTORIA AVENUE TREES.

Discussion followed regarding whether our town keepers, or an outside contractor should carry out the maintenance of the trees. Specialist training courses for our staff to be investigated (Health & Safety at Work Act 1974).

14. BRANDON DAY CARE CENTRE

Based on only eleven residents, on average, using the facility and the caterers pulling out because of low numbers, Orbit Housing has made the decision to close the Brandon Day Care Centre on the 30th September 2016. With no prior warning and a very short timescale before closure, Cllr. R Silvester said he will be speaking to the Leader of Suffolk County Council, Colin Noble with the objective of securing, if possible, additional funding for the Centre. An update at the next Town Council meeting.

15. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS

Resolution Record No. **BTC/38/05/Sept/16**

CARRIED:

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.

16. TO RECEIVE, CONFIRM AND SIGN THE CONFIDENTIAL MINUTES

Of the Brandon Town Council Meeting of Monday 4 July 2016 and the Extraordinary Meeting of Monday 25 July 2016.

Resolution Record No. **BTC/39/5/Sept/16**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE BRANDON TOWN COUNCIL MEETING OF MONDAY 4 JULY 2016 AND THE AMENDED MINUTES OF THE BRANDON TOWN COUNCIL CONFIDENTIAL EXTRAORDINARY MEETING OF MONDAY 25 JULY 2016 BE APPROVED

With no further business the meeting closed at 9.12pm.

Signed.....

Signed.....