



BRANDON TOWN COUNCIL

NOTICE OF ANNUAL TOWN MEETING

Venue: Brandon Town Council, Old School House, Market Hill, Brandon, IP27 0AA
Date: Thursday 1st May 2025
Time: 6:30pm

To the Local Government Electors of the Parish of Brandon. You are hereby invited to attend the Annual Town Meeting to be held at Brandon Town Council, Old School House, Market Hill, Brandon on Thursday 1st May 2025 at 6:30pm.

The purpose of the meeting is to discuss matters relating to the parish of Brandon.

Councillor Phil Wittam
Chair

17th April 2025

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2. MINUTES

To confirm the minutes of the Annual Town Meeting held on Monday 13th May 2024.

3. CHAIRMAN ANNUAL REPORT

To receive a verbal report regarding the year 2024/25, presented by Councillor Phil Wittam.

4. COMMITTEE REPORTS

To receive verbal reports from Chairs of Council Committees:

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|-----|------------------------|------------------------------|
| 4.1 | New Cemetery Committee | Councillor Gary Brocklehurst |
| 4.2 | Planning Committee | Councillor Gary Brocklehurst |
| 4.3 | Events Committee | Councillor June Hughes |

5. REPORTS FROM CHARITIES

To receive written reports from Charities.

6. S137 GRANTS

To receive verbal/written reports from S137 grant recipients for the year 2024/25.

7. PUBLIC QUESTION TIME

Electors on the current electoral register may ask questions and we respectfully ask that questions be submitted in writing, in advance, to allow the Town Clerk to facilitate full and meaningful answers.

Brandon Town Council
Annual Town Meeting
Monday 13th May 2024

BRANDON ANNUAL TOWN MEETING

Minutes of the Annual Town Meeting
held at Old School House, Market Hill, Brandon on Monday 13th May 2024 at 6.30pm

Present: Cllr B Brabbs, Cllr G Brocklehurst, Cllr P Etherington, Cllr P Gorrington, Cllr J Hughes, Cllr H Kostecki, Cllr V Lukaniuk, Cllr D Palmer, Cllr P Ridgwell, Cllr J Savage, Cllr N Siebert, Cllr C Watts, Cllr P Wittam

Local Government Electors of the Town of Brandon: 7 members of the public all eligible to speak and vote on proposals.

1. APOLOGIES FOR ABSENCE and approval of reasons tendered.
Cllr M Pinnell – apologies accepted.

2. TO RECEIVE, CONFIRM AND SIGN THE MINUTES OF THE ANNUAL TOWN MEETING OF MONDAY 15TH MAY 2023

Proposer: Cllr N Siebert

Seconder: Cllr P Gorrington

Resolution Record No: **BTC/206/13/May/24**

CARRIED: Unanimous

THE MEETING RESOLVED TO APPROVE THE MINUTES OF THE ANNUAL TOWN MEETING HELD ON MONDAY 15TH MAY 2023.

3. CHAIRMAN'S REPORT ON THE YEAR 2023/24

I would like to thank the two ladies, Jackie and Donna. They stepped up to the plate and took over the management of the office and Council when our then Town Clerk left his post. I am sure you will all agree that they have done a marvellous job. I certainly cannot remember a time when this Council has run so smoothly.

I wish to thank Cllr Brocklehurst for his admirable support to me throughout the past year through his role of Deputy Chair. Also, for his stepping in to cover me in Civic Duty appointments at short notice. My big thanks go to the Town Keepers too. They have kept our Town tidy and looking good despite the awful wet weather that was a major feature of late winter and most of springtime.

Cllr Gorrington deserves mention for his sterling work, supported by Cllr Brocklehurst, in getting the Town two new defibrillators and having them installed. One by Mr G's and one near Church End/Manor Close.

Cllr Lukaniuk deserves special mention for his match funding for the lovely new bus shelters in London Road.

Two Councillors and a member of the public attended the retrospective planning application meeting in Norwich regarding the second railway siding at Brandon Station. They were able to get two conditions added to the Norfolk Councils approval of the application. They were that the operators install a HGV chassis and wheel wash and most importantly, that all HGV traffic, both to and from the site, do not drive through Brandon High Street. You will no doubt have all noticed the sudden lack of aggregate lorries driving through our Town.

Signed.....

I am sure we all present will wish to give our very own Dennis Coburn congratulations in Licensing as Curate in Charge.

Finally, I would like to say that it has been an absolute honour to have served this last year as Chair of this Council. Thank you.

4. TO RECEIVE REPORTS FROM CHARITIES – THE BRANDON POOR’S ESTATE; THE EDMUND ATMERE CHARITY; THE LINGHEATH TRUST CHARITY; BRANDON REMEMBRANCE PLAYING FIELDS.

Reports were received from the Brandon Poor’s Estate, the Edmund Atmere Charity, the Lingheath Trust Charity and Brandon Remembrance Playing Fields.

5. TO DISCUSS MATTERS AFFECTING THE TOWN OF BRANDON

Cllr Wittam commented that next year we are looking to have the town meeting on a separate day in order for the public to have longer time to raise any concerns about the town.

A member of the public stated that they were concerned about the progress of the new cemetery as there is not much land left in the old one. They also asked if the new committee could give their most urgent consideration to this. They wondered if it would be possible to have two cemetery visits per year. A resident wanted to inform Cllr Brocklehurst and Cllr Pinnell how they had discovered that they had become aware of the meeting they had had with an applicant that had applied for planning, as their meeting had been held in a public place and had been overheard. The resident stated that it had been reported and they do not feel that Cllr Brocklehurst should be put forward for a seat or a position because of putting other Councillors in jeopardy.

Another member of the public raised some concerns about a restaurant in the High Street that they believed should not be trading. They were concerned that they are swapping the door numbers around so to comply with Licensing Regulations and it was felt that the town Councillors should be investigating this. Cllr Wittam commented that it is the responsibility of West Suffolk Council but he will take it to West Suffolk Council on their behalf.

Cllr Ridgwell commented that the new cemetery had been going on for some years now and he hoped that we didn’t have to give the land back as this is what happened in Thetford with the bus station.

Cllr Wittam raised concerns that the government have brought out new legislation and this may become prohibitively expensive and that we may not be able to afford the new cemetery.

A resident commented that they had completed a West Suffolk survey regarding Devolution and that they would hope to see some of that money in Brandon. Cllr Lukaniuk commented that the sixteen million pounds was for the whole of Suffolk and if we were entitled to any money we would go after it. The resident also thanked everyone involved in working so hard to install the defibrillator at Manor House Close and stated that everyone was over the moon.

Cllr Ridgwell commented that he had mentioned, last year the speed humps at Brandon Remembrance Playing Fields are too high and wondered if whoever would be on the Brandon Remembrance Playing Fields Committee could perhaps get them to reduce the height of the speed humps.

Cllr Ridgwell also made a comment about the heavy traffic in Bury Road and made a suggestion of a one-way system. Cllr Wittam stated that Cllr Ridgwell would require a Traffic Regulation Order to create a one-way system and suggested that he pair up with another Councillor to help to put his plans forward to Suffolk Highways. Cllr Wittam further commented that if they do not know about your scheme, they cannot do anything about it.

Signed.....

There followed a discussion about HS2 money and the hope of some of the money being used for a bypass for Brandon. Cllr Ridgwell made a number of suggestions that he felt might make parking easier in Brandon. Cllr Ridgwell commented that we pay a lot of Council Tax and Cllr Wittam explained about the distribution of monies and that it is not just the council tax that pays to provide the Council services.

Cllr Ridgwell asked of the possibility of having a bus shelter in Green Road. Cllr Wittam suggested to bring it back to another meeting as a proposition.

A member of the public referred to the minutes of the last meeting where Cllr Brocklehurst offered to step away from the Planning Committee and asked if he had. Cllr Wittam commented that the committees will be formed in the meeting following.

The meeting closed at 7:00pm

Signed.....

Brandon Poors Estate, Humphrey Hall & Wash Charity

In the year to 31 March 2025 Brandon Poor's Estate have continued to make necessary improvements to the Hall Close almshouses wherever needed. The repairs to the paths are still ongoing as are the installation of free standing rails and grab handles. The regular gardener continues to maintain the grounds and residents continue to have their windows cleaned on the outside. The Quinquennial Survey has still yet to be carried out due to the unexpected difficulty in procuring a surveyor. The Trustees have commenced a detailed inspection of the almshouses every six months, in an effort to abide by the ever increasing legislation.

Currently, following the sad death of one of our residents, a major refurbishment is taking place before advertising for a new replacement resident.

Minor maintenance problems have arisen over the past year and were all dealt with immediately. Residents contact the Clerk directly in the event of a problem and there is a good relationship between them and the Trustees.

Due to the increase in work, not least, created by the Regulator for Social Housing and the Housing Ombudsman the Trustees have appointed an Assistant Clerk.

Lastly, Brandon Poors have a vacancy for a Co-optive Trustee. The only qualification is that you reside or carry on a business in or near Brandon and the term is for five years. If you would be interested in joining our merry little band of Trustees, we would be delighted to welcome you, then email the Clerk on brandonpoorsestate@gmail.com.

Penny Etherington
Clerk

Lingheath and Atmere Charities

lingheath.atmere@gmail.com

Registered Address: 16 Manor Road Brandon Suffolk IP27 0LG

Lingheath and Atmere Charity Report 2025

History

The Lingheath and Atmere are two separate charities but with different revenue sources. However, they are run side by side since they have the same trustees and have the same general aim i.e. to help the poor and needy of Brandon.

The **Atmere Charity** stems from a gift of £60 made by Edmund Atmere in 1579 for the benefit of the poor in five local parishes. This sum was invested and Brandon's share of the fund now comes to about £3,000 a year.

The **Lingheath** land was given to the people of Brandon in approx. 1795 as a result of the Enclosures Act. It became common land and was also one of the places where Brandon people could dig for flints and purchase them for a nominal amount. The many hundreds of flint mines were filled in during the 19th and 20th centuries, and the land given over to arable farming.

The farm is 116 acres and there are also about 68 acres of forest. A cottage was built on the land in the 19th century for the use of the tenant farmer. Five years ago, the cottage was fully renovated and it is now rented out separately from the farm. The rent for the farm and the cottage provide the bulk of the revenue for the Lingheath Trust.

The Present

At the moment, the cottage is rented by a young American couple who work on the base.

The farm has been rented, for one year, to Pretoria Energy, a company which operates an anaerobic digestion facility in Cambridge, leading to the production of renewable gas and electricity.

The Lingheath Farm is once again available to rent this year. Letting details may be obtained from Lacy Scott in Bury St Edmunds.

This last year, the charities have continued to help those in need in Brandon. We can help with most reasonable requests, including buying household items and furniture, wheelchairs, fitting of gas appliances, installation of showers, purchase of fuel vouchers etc. In the last few months alone, we have paid for roof repairs, bought 7 specialist pens to help dyslexic pupils at Forest Academy, to add to the 7 we bought last year. The pens cost nearly £200 each and have proved very successful. The trust has also pledged £10,000 towards an Innwalker for a disabled young girl in Brandon.

Brandon Town Council has the right to choose two people to act as trustees. Their term of

office lasts for four years. The persons chosen need not be councillors but usually are. They are not Council representatives but act independently as trustees. The Council trustees are Phil Wittam and Sam Skinner.

Please feel free to direct anyone in need to the charities. We are here to help.

Angela Vant (Chair of Lingheath and Atmere Charities)

Brandon Remembrance Playing Field

Activities for year 2024/25

The bulk of the money from the precept goes on staff wages; the groundsman is a full time employee which makes it the major cost for the Playing Field.

We have been able to support activities throughout the year for the Council and private individuals such as the Pride Event, Council run childrens' events in the summer, Brandon Festival, Summers Fair, D Day Remembrance, wild swimming and the Duke of Edinburgh Award; we are still looking towards increasing activities on the river where possible.

Maintenance of the field is continuous. The moles are now better under control as we have entered into a contract with a pest control company, which is working well. The potholes are still being filled on a temporary basis. We are hoping that a better solution will be found in the coming year.

The skatepark remains an issue. Actions have been taken with a different approach to planning, and we are hopeful that this will be resolved in 2025. A substantial amount of money has been paid to a contractor to repair what is feasible on the existing equipment, but there is persistent vandalism that we have been unable to resolve.

Work has started on a "Memorial Garden" for the late Queen on the area of land that goes down to the river. The area has been cleared and this work is being carried on in 2025 with the next phase being levelling, top soil for banking and grass seeding. We have missed the window for tree planting, so that will be put back until the Autumn. Seating is to be bought for the Garden area and a few other places around the Field, depending on available funding.

The tennis court has had a major overhaul with cleaning and weeding in preparation for the summer in 2025 and is looking in really good condition. Hopefully the appearance will attract more users in the coming season.

The Football Club have installed a borehole for the Playing Field to facilitate watering, which is becoming a necessity with the uncertain and extreme weather conditions we experience now.

Steps have been taken with the Land Registry to secure the future safety of the Playing Field to ensure that it will be available for the enjoyment of the people of Brandon for many years to come.

/bj 05/04/2025

Fwd: Funding from Brandon Town Council

From Sam

Date Tue 22/04/2025 06:57

To Brandon Town Council <office@brandon-tc.gov.uk>

Good morning

Please see below comments from my chairman on the grant money

Again we as a club can't thank you enough for your support

Regards

Sam

Sent from my iPhone

Begin forwarded message:

From: Mike Doyle

Date: 21 April 2025 at 21:27:01 BST

To: Sam Sheppard Officer & U9

Subject: Funding from Brandon Town Council

Hi Sam,

Following the email from Brandon Council below, I can confirm that we used the generous donation from the town towards the cost of new equipment, including footballs, bibs and cones.

Specifically this equipment was used to provide the essentials needed to the new 'Soccer Saturday' group, made up of 5 year olds.

We are very grateful for the support we received, please do pass our thanks on once more to the council.

Warm Regards,
Mike Doyle,
Chair of BTCFC.