

## BRANDON TOWN COUNCIL

Minutes of the Meeting of the Full Brandon Town Council

Monday 02 September 2002 at 7:05 pm at Community Centre. Bury Road. Brandon

**Present:** Cllr A P Saxby (Chairman), Cllr Mrs J A Ahern (Vice-Chairman), Cllr E V Ashley, Cllr P S Baldwin, Cllr Ms J S Bourton, Cllr S J Edwards, Cllr Mrs S Jureko, Cllr Mrs E Milner, Cllr P R Ridgwell, Cllr R Silvester, Cllr A Thorne, Cllr N A Vant.

**Also Present:** Linda Sherer (Town Clerk); Inspector Nick Bennett and Pc Joe Adams (Police); Mr Nolan Guthrie; Mr Richard Scales (Architect); Mr John Button (Castons Chartered Surveyors); Mrs Susan Vincent; members of public.

### 1. APOLOGIES FOR ABSENCE

Cllr Mrs S M Jones-Weetman.

### 2. DECLARATIONS OF INTEREST and ADDITIONS TO REGISTER OF MEMBERS' INTERESTS IPCC of C 2001/LGA 20001

Cllr P S Baldwin declared a pecuniary interest in Agenda Items 8. and 36. and duly signed the Declaration of Interests book. Cllr Mrs E Milner declared an interest (as a Brandon Communities Partnership member in her own right) in Agenda Item 8. and duly signed the Declaration of Interests book.

### 3. REPORT FROM THE POLICE

The report from the Police was deferred until after Agenda Item 8. to allow time for Inspector Nick Bennett to arrive. Proposed: Cllr Saxby (from the Chair); seconded: Cllr Thorne; **CARRIED** : unanimous. Resolution Record No. **BTC84/02/Sep/02:** THAT STANDING ORDERS BE SUSPENDED AS AND WHEN REQUIRED THROUGHOUT THE MEETING TO ALLOW INVITED GUESTS TO SPEAK TO THE MEETING AND TAKE QUESTIONS FROM THE FLOOR.

The Chairman welcomed Inspector Nick Bennett and also Pc Joe Adams, the promised additional Community Beat Officer for Brandon, to the meeting and requested Members to keep comments and observations to genuine issues at all times. Standing Orders were suspended for his report and subsequently reinstated. Statistics, compiled by Pc's Keith Grant and Joe Adams, recorded to 29 August 2002, included:

60 crimes recorded for the month of June 2002 of which 16% show as detected  
71 crimes recorded for the month of July 2002 of which 15% show as detected  
41 crimes recorded for the month of August 2002 of which 17% show as detected  
Foot patrols continued in the town and 22 fixed penalty tickets had been issued.  
August reported crimes included theft from motor vehicles, public order-related, burglary (dwelling and other).

Inspector Bennett was very pleased to report that the Mildenhall and Brandon Sector detection rates were showing a 19% - 20% decrease on the comparative month-on-month figures from last year. He considered that this success reflected the continuing hard work of his team of officers.

Cllr Mrs Miner noted that the 40 mph signs were still not working in London Road. Inspector Bennett advised that his traffic staff were checking the legality of signs. Cllr Saxby raised the subject of cars being sold on the side of the road. Pc Adams had traced that particular owner

and would be in contact with him. Cllr Ridgwell enquired why the Brandon Police Station Office appeared, on occasion, to be closed on a Thursday morning (Market Day). Inspector Bennett explained that this was a temporary situation, arising from the extended sick leave of one of the clerks. He reminded Members that an intercom buzzer system, to the side of the building, enabled contact to be made with a police officer even though the front office was closed. Inspector Bennett had informed the Town Clerk of the problem and she had been able to assist various residents with information.

Cllr Saxby thanked Inspector Bennett for his time in kindly attending the meeting.

#### **4. REPORT FROM RAF LAKENHEATH**

Squadron-Leader Turner, RAF Commander, had sent his apologies owing to a clash of engagements.

#### **5. REPORTS FROM COUNTY AND/OR DISTRICT COUNCILLORS**

None given; District Cllr Edwards noted that most Councils had been in recess over the month of August. Standing Orders were re-instated.

#### **6. RATIFICATION OF MINUTES OF PREVIOUS MEETINGS**

Minutes of the Full Brandon Town Council Meeting of Monday 01 July 2002.

Proposed : Cllr Mrs Jureko; seconded : Cllr Vant; **CARRIED** : unammous.

Resolution Record No. **BTC85/02/Sep/02** :

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 01 JULY 2002 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

#### **7. MATTERS ARISING FROM MINUTES**

None

#### **8. SUFFOLK PROPERTY REVIEW PRESENTATION**

Cllr Baldwin declared a pecuniary interest and left the room. Cllr Mrs Miner declared a non-pecuniary interest and was not required to leave the room. Standing Orders were suspended to allow Mr John Button, of Castons Chartered Surveyors, to address the Meeting and take questions on the proposed Brandon Healthy Living Centre section of the Suffolk Property Review. The Chairman explained that this was an opportunity for all Councillors to make their comments and have individual input into the plans, which had been made available by Castons. Cllr Thorne queried what provision had been made for disabled access and Cllr Vant concurred, with particular reference to the Council Chamber. Cllr Ridgwell felt the Town Council Offices and Council Chamber should most definitely NOT be on the first floor of the building. It was felt that the Office should remain in its existing location and the Council Chamber should be directly behind, within the Current Old School House. Cllr Silvester enquired as to how many floors were being proposed for the new building.

Mr Button explained that Scheme (A) included two floors and that Scheme (B) included three floors. Cllr Vant expressed his concerns over the costs and funding for the proposed building and wanted to see definite figures before Brandon Town Council took any further steps in this project. Mr Button replied that the scheme was still at the first stage: the consultation stage. The next stage would involve the financial aspects of construction and the necessity for the building to sustain itself. The question of security in and of the building had been raised, as it would be in use on most days and by various groups including children. Cllr Ashley enquired as to who would hold the freehold of the finished building. He noted that the Old School House had cost the people of Brandon a considerable amount of money to purchase

and he did not want to see Old School House just being “given away”. Cllr Mrs Ahern noted that Brandon Town Council had agreed in principle to participate; but was concerned that all the public lavatories were located inside the building, which could make access to them difficult on weekends and evenings. Mr Button responded that the proposed Healthy Living Centre would be open seven (7) days a week and this would include the public lavatories and Cafe, Cllr Thone noted that there are already two cafes in the immediate vicinity of the proposed building. Cllr Silvester enquired if the Medical Profession had been fully consulted about the proposal, bearing in mind the difficulty in acquiring GP’s for Brandon. Mr Button replied that consultation had taken place and the response was positive. Cllr Saxby thanked Mr Button for his time in kindly attending the meeting. Standing Orders were re-instated.

Proposed: Cllr Ms Bourton; seconded: Cllr Vant; **CARRIED** : 7 for, 4 abstentions (including Cllr Mrs Milner), 1 out of room, 0 against. Resolution Record No.

### **BTC86/02/Sep/02**

THAT A SPECIAL WORKING PARTY BE CONVENED ON MONDAY 16 SEPTEMBER 2002 AT 7:00 PM, IN THE OLD SCHOOL HOUSE, MARKET HILL, BRANDON, TO DISCUSS THE PLANS AND FINANCIAL IMPLICATIONS OF THE PROPOSED HEALTHY LIVING CENTRE FOR BRANDON.

## **9. BTC INVOLVEMENT IN KEYSTONE COMMUNITY PARTNERSHIP**

Cllr Ms Bourton rose to speak, as Brandon Town Council’s designated representative to the Keystone Community Partnership, and expressed her disappointment that no place had been made available for Brandon Town Council on the Board of the Keystone Partnership. Despite numerous conversations and requests to be included, the response was still negative. Cllr Ms Bourton said that she was being denied the opportunity to represent Brandon Town Council properly and sought Members’ views on the matter. Cllr Saxby noted that Brandon Town Council had already complained about this lack of representation, approximately 18 months’ ago. Cllr Vant wondered how this situation had occurred. Cllr Ms Bourton had been advised by Keystone that the then clerk, C Rawlings, had insisted that Brandon Town Council should be represented on the Management Team of Officers and, for some reason, had indicated that Brandon Town Council was not interested in a Board position. Cllr Ms Bourton had spoken to Nigel Boldero, Director of the Keystone Partnership, who admitted that there had been some confusion and he would try to find a solution. Cllr Saxby said that the Keystone Community Partnership (formerly the Thetford Partnership) appeared still to be Norfolk-driven. Proposed: Cllr Silvester; seconded: Cllr Ms Bourton; *“that Brandon Town Council again writes to the Keystone Partnership to enquire exactly how it intends to resolve this anomaly.*

Proposed: Cllr Vant; seconded: Cllr Silvester; **CARRIED** : unanimous. Resolution Record No. **BTC87102/Sep/02**

THAT BRANDON TOWN COUNCIL AGAIN WRITES TO THE KEYSTONE PARTNERSHIP TO REQUEST, MOST ADAMANTLY, A SEAT ON THE BOARD OF THE NEW TRUST (CURRENTLY IN THE PROCESS OF FORMATION) AND THUS ENABLE FULL REPRESENTATION IN THE REGENERATION PROCESS FOR BRANDON”

## **10. URGENT BUSINESS**

(1) Affordable Housing Conference - Wednesday 25 September 2002 at Haughley Barn: a form had been distributed to all Councillors to be completed by those wishing to attend (if any).

(2) SALC Training Courses for Councillors - a form had been distributed to all Councillors

to be completed by those wishing to attend (if any). The Chairman advised all Councillors to attend at least one SALC Course during their term of office.

(3) Brandon Halloween Spooktacular - Thursday 31 October 2002 : notice of event from organisers with written request for access and use of Town Council's electricity supply. The Town Clerk was asked to advise organisers that they might require clearance from SCC Highways (A Trench) for use of Market Hill, Brandon.

(4) Mrs Kent had been to the Town Council Offices to report rubbish, near The Avenue seat, over the past few weeks. The Town Clerk was able to confirm that the new rubbish bin had arrived and been placed on the site (02 Sep 02).

(5) Cllr Saxby noted the lack of progress with ADSL High Speed Internet Connection for Brandon and felt that BT was giving the same response to everyone who enquired. He was pleased to note that the demand section of the BT Website Bar Chart had at last been updated, in respect of the number of applications for the service. Cllr Vant wondered how the matter could be progressed. Cllr Ms Bourton suggested that the Brandon Communities' Partnership Project Officer might have more information, as she believed it to be something in which the BCP was involved.

## **11. PROPOSED BOWLING ALLEY/MARKET HILL PROJECT**

Standing Orders were suspended. Cllr Mrs Ahern presented Mr Nolan Guthrie, who was accompanied by his Architect, Mr Richard Scales of Medici Architects, to the Meeting. Mr Guthrie gave a brief resume of the planning design and applications to date and advised that FHDC had recommended that he consult the firm of Medici in this matter. The design for the curved roof had been based on a similar, successful design for the Lowry Centre in Salford, Manchester. Medici felt it had done as much consultation as it possibly could with SCC Conservation Officers, FHDC Planning Officers and other relevant bodies, in its search for an acceptable design for the project. Cllr Mrs Milner noted that the old Co-op building on the site had been closed for approximately fifteen (15) years; she would now like to see a project bringing more activity to the town. Cllr Ashley noted that Brandon was changing and growing, with the building of more new houses and would like to see more being done for the centre of Brandon with nice architecture. Cllr Saxby asked Mr Guthrie and his Architect what Brandon Town Council could do to help progress this project.

Mr Guthrie was very keen to provide a good quality building and facility for Brandon and asked for Brandon Town Council's support for his Planning Appeal. Cllr Silvester wished to make the point, regarding the previous planning applications, that only one application had actually been submitted before the FHDC Planning Committee. Standing Orders were re-instated. Cllr Ms Bourton enquired of the Town Clerk whether the Six Month Rule, governing reconsideration of past resolutions, would be breached by taking a further vote on this application. The Town Clerk advised that reconsideration was permitted, provided that new information was introduced on the later occasion which had not previously been available to the Council. Proposed: Cllr Saxby (from the Chair); seconded: Cllr Mrs Milner; *"That Brandon Town Council writes to the Forest Heath District Council Planning Department to advise that it has received a further presentation on the Bowling Alley Application and wishes to support Mr Nolan Guthrie in his Planning Appeal.* Cllr Baldwin rose to speak against the Motion and emphasized that Brandon Town Council had discussed this application three (3) months previously and had stated its objections and reasons regarding the Conservation Area. He considered that those objections and reasons were still valid and had not seen or heard anything that evening to countermand their validity. Cllr Saxby called for a named vote. **FOR** the Motion: Cllrs Saxby, Mrs Ahern, Ashley and Mrs Milner (4); **AGAINST** the Motion:

Cllrs Baldwin, Ms Bourton, Edwards, Mrs Jureko, Ridgwell, Silvester, Thorne and Vant (8).

Motion FAILED.

## 12. PLANNING APPLICATIONS

Decisions from Brandon Full Town Council Meeting of Monday 02 September 2002:

### **F/2002/468 Land adjacent to Lode Street Farm, Gas House Drove, Brandon .**

Demolition of agricultural buildings and erection of a single-storey dwelling, garage and formation of access (Departure from the Development Plan and Development affecting the setting of a Public Right-of-Way) for D & W Ramsey of Lode Street Farm. Cllr Silvester was concerned that this application would set a precedent for development on the north side of Gas House Drove and informed the Meeting that the FHDC Planning Officers had recommended refusal. Cllr Ridgwell advised that other people living in that vicinity had voiced concerns over any more houses being built. Cllr Vant noted that the proposal was a departure from the Local Development Plan. Proposed: Cllr Saxby (from the Chair); seconded : Cllr Vant; **CARRIED**: 11 for, 1 against, 0 abstentions. Resolution Record No. **BTCS8/02/Sep/02**

THAT BRANDON TOWN COUNCIL OBJECTS TO PLANNING APPLICATION F/2002/468 ON THE FOLLOWING GROUNDS:

- (A) THAT GAS HOUSE DROVE IS NOT A MADE UP ROAD;
- (B) THAT A PRECEDENT WOULD BE ESTABLISHED FOR DEVELOPMENT ON THE NORTH SIDE OF GAS HOUSE DROVE;
- (C) RESIDENTS IN THAT VICINITY HAVE EXPRESSED CONCERNS ABOUT ANY FURTHER BUILDING IN GAS HOUSE DROVE;
- (D) IT IS CONSIDERED THAT THIS APPLICATION REPRESENTS A DEPARTURE FROM THE LOCAL DEVELOPMENT PLAN.

Proposed: Cllr Mrs Jureko; seconded : Cllr Vant; **CARRIED** : 11 for, 0 against, 1 abstention. Resolution Record No. **BTC89/02/Sep/0**

THAT BRANDON TOWN COUNCIL RESOLVES NO OBJECTION TO PLANNING APPLICATIONS F/2002/389, 395, 410, 411, 439, 468, 482, 493, 497, AND 516 AND FHDC QUERIES (1), (2) AND (3).

**F/2002/389: 27, Rowan Drive, Brandon.** Erection of single-storey front extension for Mr G Chambers. Resolved : **NO OBJECTION**

**F12002/395 Omar Homes, London Road, Brandon.** Alterations to factory exterior including WC annexe extension for Omar Homes Ltd. Resolved : **NO OBJECTION**

**P/2002/410 : 58, St Margarets Drive, Brandon.** Demolition of existing rear extension and erection of replacement ingle-storey rear extension for Mr & Mrs J Eaton. Resolved : **NO OBJECTION**

**F/2002/411 Omar Homes, London Road, Brandon.** Erection of 3 metre high timber boundary fence for Omar Homes Ltd. Resolved: **NO OBJECTION**

**F/2002/439 Land between Primrose Drive and Petunia Way, Brandon.** Outline application : residential development for Mr J Holder. Resolved : **NO OBJECTION**

**F/2002/482 : 20, Petunia Way, Brandon.** Erection of single-storey rear extension for Mr J Ahmed. Resolved: **NO OBJECTION**

**F/2002/493 : 9 Mallard Way, Brandon.** Erection of single-storey side, front and rear extensions for Mr & Mrs Bassett. Resolved : **NO OBJECTION**

**F/2002/497 : 14, Willow Close, Brandon.** Erection of single-storey rear extension for Mr R Andrews. Resolved : **NO OBJECTION**

**F/2002/516: 8, Gas House Drove, Brandon.** Erection of rear conservatory. Resolved : **NO OBJECTION**

**Item 12 (e) - Requests to Purchase FHDC owned land in Brandon**

(1) Land at 21 Rattlers Road, Brandon : owner of above address requests to purchase FHDC land in vicinity of property. Does BTC have any apparatus in vicinity; does BTC have any objection to sale of area. Resolved : **NO OBJECTION**

(2) Land at 236 London Road, Brandon : owner of above address requests to purchase FHDC land in vicinity of property. Does BTC have any apparatus in vicinity; does BTC have any objection to sale of area. Resolved : **NO OBJECTION**

(3) Land at 20 Petunia Way, Brandon: owner of above address requests to purchase FHDC land in vicinity of property. Does BTC have any apparatus in vicinity; does BTC have any objection to sale of area. Resolved : **NO OBJECTION**

**13. APPROVAL OF JULY AND AUGUST 2002 ACCOUNTS FOR PAYMENT** The Town Clerk had consulted with the SALC Legal Advisor, Mr Keith Stevens, in relation to any requirement for Cllrs Mrs Ahern, Saxby and Vant to declare an interest in any Agenda Item relating to Price WaterhouseCooper and the 1999/2000 Objection to Accounts. Mr Stevens had advised (copy circulated to all Members before the Council Meeting) that it was not a requirement for those three aforementioned Members to leave the room. The said Objection to the 1999/2000 Brandon Parish Council Accounts had been considered and a decision handed down by PriceWaterhouseCooper and circulated to all Members before the Council Meeting (see Agenda Item 32. hereunder). Proposed : Cllr Mrs Jureko; seconded: Cllr Saxby (from the Chair); CARRIED: 11 for, 0 against, 1 abstention. Resolution Record No. **BTC90/02/Sep/02** THAT THE PAYMENT LIST SUBMITTED FOR JULY 2002 PUBLIC ITEMS AND REPRODUCED HEREUNDER BE APPROVED.

Pay No.	Date	Amount	Supplier	Chq No.	Net Total	VAT
---------	------	--------	----------	---------	-----------	-----

CHEQUES TO BE AUTHORIZED FOR PAYMENT 02 SEPTEMBER 2002 MEETING - PUBLIC ITEMS

86	Jul-31	£40.00	Brecks Band JUB	574	£40.00	£0.00
87	Jul-31	£589.26	Royal Mint JUB	575	£501.50	£87.76
88	Jul-31	£115.52	SCC Room Hire	576	£115.52	£0.00
89	Jul-31	£726.15	Eastern Contract	577	£618.00	£108.15
90	Jul-31	£193.08	FHDC 2001 twigs	578	£164.32	£28.76
91	Jul-31	£105.35	Finevale Services	579	£91.14	£14.21

92	Jul-31	£381.02	Glasdon (bench)	580	£324.28	£56.74
93	Jul-31	£13.07	CANON copies	581	£11.12	£1.95
94	Jul-31	£70.44	ARCO new boots	582	£59.95	£10.49
95	Jul-31	£48.60	CASH Imprest	583	£48.60	£0.00
96	Jul-31	£44.53	TINDALLS	584	£37.90	£6.63
97	Jul-31	£16.75	L Sherer miles	585	£16.75	£0.00
98	Jul-31	£64.00	British Gas month	DD	£64.00	£0.00
0	awaited	quarterly	Anglian Water	DD	quarterly	quarterly
99	Jul-31	£537.33	Eastern Contract	DD	£457.30	£80.03
100	Jul-31	£18.65	TXU Energi-20/2	DD	£17.76	£0.89
101	Jul-31	£863.42	TXU Energi-no 20	DD	£734.83	£128.59
102	Jul-31	£132.38	TXU Energi-no 49	DD	£126.08	£6.30
0	awaited	quarterly	TXU Energi-no 51	DD	quarterly	quarterly
0	awaited	quarterly	BT			
fax/internet	DD	quarterly	quarterly	0	awaited	quarterly
tel line	DD	quarterly	quarterly			BT main
103	Jul-14	£20.96	FHDC Garage	DD	£17.85	£3.11
104	Jul-14	£20.00	FHDC Rates Cem	DD	£20.00	£0.00
105	Jul-14	<u>£257.00</u>	FHDC Rates OSH	DD	<u>£257.00</u>	<u>£0.00</u>
xTx	TOTAL cf	£4,257.51			£3,723.90	£533.61

Proposed: Cllr Ms Bourton; seconded : Cllr Mrs Ahem; CARRIED: 10 for, 0 against, 2 abstentions. Resolution Record No. **BTC91/02/Sep/02** : THAT THE PAYMENT LIST SUBMITTED FOR JULY 2002 CONFIDENTIAL ITEMS AS CIRCULATED TO COUNCILLORS BE APPROVED.

Proposed: Cllr Baldwin; seconded : Cllr Thorne; CARRIED: 10 for, 0 against, 2 abstentions. Resolution Record No. **BTC92/62/Sep/02** THAT THE PAYMENT LIST SUBMITTED FOR AUGUST 2002 PUBLIC ITEMS AND REPRODUCED HEREUNDER BE APPROVED.

Pay No.	Date	Amount	Supplier	Chq No.	Net Total	VAT
---------	------	--------	----------	---------	-----------	-----

CHEQUES TO BE AUTHORIZED FOR PAYMENT 02 SEPTEMBER 2002 MEETING - PUBLIC ITEMS

106	Aug-30	£20.00	Award FHDC N/W	586	£20.00	£0.00
107	Aug-30	£215.38	Fengate Fasteners	587	£183.30	£32.08
108	Aug-30	£120.02	Weeting Tyres	588	£102.15	£17.87
109	Aug-30	£126.01	Finevale Services	589	£113.21	£12.80
110	Aug-30	£11.84	Border Building	590	£10.08	£1.76
111	Aug-30	£10.99	L Council Review	591	£10.99	£0.00
112	Aug-30	£315.49	BAJCO Town sign	592	£268.50	£46.99
113	Aug-30	£24.25	Border Building	593	£20.64	£3.61
114	Aug-30	£188.60	M Vincent Builder	594	£188.60	£0.00
115	Aug-30	£47.93	Cash p/c imprest	595	£47.93	£0.00
116	Aug-30	£345.08	T Goffin Signs	596	£293.68	£51.40
117	Aug-30	£8.92	CANON copies	597	£7.59	£1.33
118	Aug-30	£2,086.15	PWLB Loan repay	598	£2,086.15	£0.00
119	Aug-27	£64.00	British Gas month	DD	£64.00	£0.00
0	awaited	quarterly	Anglian Water	DD	quarterly	quarterly
120	Aug-31	£537.33	Eastern Contract	DD	£457.30	£80.03
121	Aug-31	£18.65	TXU Energi-20/2	DD	£17.76	£0.89
122	Aug-12	£864.87	TXU Energi-no 20	DD	£736.06	£128.81
123	Aug-31	£132.38	TXU Energi-no 49	DD	£126.08	£6.30
124	Aug-22	£12.87	TXU Energi-no 51	DD	£12.26	£0.61
125	Aug-21	£171.53	BT fax/internet	DD	£145.99	£25.54

126	Aug-21	£146.80	BT main tel line	DD	£124.94	£21.86
127	Aug-15	£20.96	FHDC Garage	DD	£17.85	£3.11
128	Aug-15	£20.00	FHDC Rates Cern	DD	£20.00	£0.00
129	Aug-15	<u>£257.00</u>	FHDC Rates OSH	DD	<u>£257.00</u>	<u>£0.00</u>
xTx	TOTAL cf	£5,767.05			£5,332.06	£434.99

**RECONSIDER BRPF CHQ - PAYMENT NOW AUTHORIZED**

48	May-31	£5,000.00	BRPF instalment	551	£5,000.00	£0.00
----	--------	-----------	-----------------	-----	-----------	-------

Proposed : Cllr Vant; seconded : Cllr Saxby (from the Chair); **CARRIED:** 10 for, 0 against, 2 abstentions. Resolution Record No. **BTC93/02/Sep/02**

THAT THE GRANT AID CHEQUE PAYMENT FIRST INSTALMENT TO THE BRANDON REMEMBRANCE PLAYING FIELDS TRUST IN THE AMOUNT OF £5,000 (FIVE THOUSAND POUNDS) BE AUTHORISED FOR DESPATCH.

Cllr Silvester produced a letter from Jonathan Reed, FHDC Solicitor and Monitoring Officer for the FHDC Standards Board, in which Mr Reed advised that it was in order for Cllr Silvester to remain in the room, to discuss and to vote on any matters appertaning to the Brandon Remembrance Playing Fields Trust. Cllr Saxby asked the Town Clerk to clarify that ruling with the Legal Advisor of the Suffolk Association of Local Councils as a second opinion on the matter.

The Town Clerk advised that the second instalment of the Grant Aid for Brandon Remembrance Playing Fields Trust was now due and sought Council's approval for a further cheque in the amount of £5,000 to be released at this tline.

Proposed : Cllr Vant; seconded: Cllr Ms Bourton; **CARRIED:** 11 for, 1 against, 0 abstentions. Resolution Record No. **BTC94/02/Sep/02**

THAT THE GRANT AID CHEQUE PAYMENT SECOND INSTALMENT TO THE BRANDON REMEMBRANCE PLAYING FIELDS TRUST IN THE AMOUNT OF £5,000 (FIVE THOUSAND POUNDS) BE AUTHORISED FOR DESPATCH WITH IMMEDIATE EFFECT.

Proposed : Cllr Mrs Milner; seconded : Cllr Mrs Ahern; **CARRIED** : unaimnous. Resolution Record No. **BTC95A/02/Sep/02**

THAT THE PAYMENT LIST SUBMITTED FOR AUGUST 2002 CONFIDENTIAL ITEMS AS CIRCULATED TO COUNCILLORS BE APPROVED.

Proposed : Cllr Mrs Milner; seconded : Cllr Saxby (from the Chair); **CARRIED:** unanimous. Resolution Record No. **BTC95B/02ISep/02**

THAT THE FINAL LIST OF ACCOUNTS FOR THE BRANDON 2002 GOLDEN JUBILEE CELEBRATIONS REPRODUCED HEREUNDER BE APPROVED.

**FINAL GOLDEN JUBILEE ACCOUNTS AS AT 31 JUL 02 2002/2003**

EXPENDITURE

INCOME

<u>Date</u>	<u>Amount</u>	<u>Company</u>	<u>Chq</u>	<u>Date</u>	<u>Amount</u>
Jun-30	£19.69	BAKER ROSS bunting	500	Jun-03	£435.00
Jun-30	£700.00	M Daniels JAZZ Band	503	Jun-30	£0.00
Jun-30	£1,975.76	ROYAL MINT Medals	519	Jun-30	£294.26
Jun-30	£75.00	MIX-AND-MINGLE	542	Jun-30	£0.00
Jun-30	£145.00	1-2-3 BOUNCE	543	Jun-30	£0.00
		£10 and £35cheques	544	x	



Jun-30	£145.00	D J SERVICES	547	Jun-30	£0.00
		for Phoenix Roadshow		x	
Jun-30	£100.00	Cash for sweets etc	552	Jun-30	£9.22
		receipts provided		x	
Jun-30	refunded	HEWDON deposit	553	Jun-30x	
Jun-30	£89.30	HEWDON generators	554	Jun-30	£13.30
Jun-30	£102.58	OAKTREE Helium Gas	555	Jun-30	£15.28
Jun-30	£1,150.00	MUNCH HOUSE food	560	Jun-30x	
Jun-30	£59.22	HSS Road Closed signs	563	Jun-30	£8.82
Jun-30	£80.00	REMIX Roadshow	cash	Jun-30	£0.00
Jun-30	£18.42	Petrol for generators	cash	Jun-30	£2.74
Jun-30	£5.98	Misc accounts	cash	Jun-30	£0.00
Jul-02	£40.00	Brecks Steel Band	574	Jul-02	£0.00
Jul-31	<u>£589.26</u>	ROYAL MINT Medals	575	Jul-08	£87.76
				Jul-02	<u>£500.00</u>
Jul-31	£5,295.21	EXPENDITURE		INCOME	£1,366.38

Budget £5,000.00  
 less Expend £5,295.21  
 -£295.21  
 add Income £1,366.38  
**Jul-31     £1,071.17**

**BALANCE of Budget   CR**

#### **14. CONSIDERATION OF FIRST QUARTER TRIAL BALANCE FOR 2002**

Deferred until 07 Oct 02 Full Brandon Town Council Meeting pending final visit of District Auditor.

#### **15. CO-OPTION TO FILL CASUAL VACANCY ON BRANDON TOWN COUNCIL (EAST WARD FOR THE PARISH OF BRANDON)**

Candidate did not attend.

#### **16. BRANDON FOREST SCHOOL CHILDREN'S SWIMMING POOL**

The Swimming Pool had been sold by Suffolk County Council and subsequently removed from the site, with the proceeds after expenses going to the School's PTA.

#### **17. HIGHWAY MATTERS IN BRANDON/RAF LAKENHEATH**

Correspondence from Suffolk County Council Department of Transport had been circulated to all Councillors, viz.

(326/A1065/02/PR/MA) ROADWORKS ON A1065, BRANDON,  
 SCC advised of its proposal to completely close the A1065 London Road in Brandon (for some weeks) and divert traffic, commencing at the A11 Barton Mills Fiveways Roundabout, around via Lakenheath and/or Elveden Crossroads/Thetford Road/Mundford Roundabout etc. and vice versa. Cllr Saxby felt this was very bad timing, in view of the difficulties already caused to the travelling public by the Lords Walk closure and RAF Lakenheath traffic. Cllr Mrs Ahern concurred in this. The Town Clerk was asked to write to SCC in this regard.

(503/03/00(F-L)76/DC/CJ) MILDENHALL/LAKENHEATH ROAD CLOSURES The Minutes of the meeting held on 08 July 2002 at FHDC had been circulated.

(F/2002/525) FHDC REF DOE CIRCULAR 18/84 LAKENHEATH VEHICLE HOLDING AREA TO THE NORTH OF LORDS WALK

Notification received of proposal to introduce the vehicle holding area before the commencement of the new school year. Emergency Powers under Circular 18/84 have been invoked whereby Defence Estates give only 14 days to respond to the proposal and publicity/consultations do not apply.

Comments from Councillors on the above matters included Cllr Vant remarking that five Brandon Town Councillors had attended the Public Meeting of 16 July 2002, about the Lords Walk Closure and made their views known.. Cllr Silvester wished to make the point that Suffolk County Councillors had known about the proposed permanent closure long before Forest Heath District and Brandon Town Councillors had been informed. Cllr Mrs Milner wanted all schools and children to be considered, when security matters are discussed, by DOE/Defence Estates/RAF Lakenheath etc. Cllr Ashley wished to make it clear that Brandon Town Council had tried its best to prevent the proposed permanent closure of Lords Walk. Cllr Saxby voiced his disappointment that no representatives from the USAFE Bases had attended any of the Public Meetings on the matter of the Lords Walk closure.

#### **18. BRANDON REMEMBRANCE PLAYING FIELDS GRANT AID**

Correspondence had been received, circulated and noted, from Brandon Lads AFC, expressing concern about the future of the Brandon Remembrance Playing Fields. A copy of the BRPF Accounts up to end February 2002 had been received, circulated and noted.

#### **19. PUBLIC SEATING IN BRANDON**

A report by Cllr Mrs Ahern had been circulated to Councillors. Cllr Baldwin explained that the Working Party had considered all the Brandon Town Council's public seating in Brandon. He asked that the report and its recommendations be received and adopted by Council. Cllr Ridgwell wondered if members of the general public would like to sponsor seating in the town. Proposed : Cllr Baldwin; seconded: Cllr Mrs Ahern; **CARRIED:** unanimous.

Resolution Record No. **BTC96/02/Sep/02:**

THAT THE REPORT OF THE PUBLIC SEATING WORKING PARTY BE RECEIVED AND ADOPTED, THAT THE FINDINGS BE APPROVED, THAT QUOTATIONS BE OBTAINED FOR MATTERS ARISING AND PLACED ON THE OCTOBER AGENDA FOR CONSIDERATION UNDER THE 2003/2004 PRECEPT DISCUSSIONS.

A Mrs Howse had requested a memorial bench to her late husband, in the Cemetery and it was agreed to offer her the opportunity of replacing the existing Brandon Town Council bench therein located.

#### **20. JUSTICES' LICENCE APPLICATIONS**

None received.

#### **21. CHRISTMAS LIGHTS AND CONFIRMATION OF DATE FOR OFFICIAL LIGHTING SWITCH-ON CEREMONY**

The Earl and Countess of Iveagh had again kindly agreed to perform the official Switch-On Ceremony, on Friday 06 December 2002 at 4:00 p.m. Elveden Farms had again kindly agreed to provide the Christmas Tree, which would be delivered and decorated on Friday 29 November 2002 and the Elveden Elves would be present, to add to the festivities on 06 December 2002.

**22. ADOPTION OF ANNUAL ACCOUNTS 1999/2000 AUDITED, PLUS ANNUAL ACCOUNTS 2000/2001 UNAUDITED, PLUS ANNUAL ACCOUNTS 2001/2002 UNAUDITED**

The Objection to the 1999/2000 Brandon Parish Council Accounts had been resolved (see Item 32. hereunder) and the Audited Brandon Parish Council Annual Accounts for 1999/2000 had been agreed by the Appointed Auditors, Price WaterhouseCoopers and were therefore eligible for ratification. Proposed: Cllr Mrs Milner; seconded Cllr Baldwin; **CARRIED** : 8 for, 0 against, 4 abstentions (three named, viz. Cllrs Saxby, Mrs Ahern and Vant). Resolution Record No. **BTC97/02/Sep/02**  
THAT THE 1999/2000 BRANDON PARISH COUNCIL ACCOUNTS BE RECEIVED, ACCEPTED AND ADOPTED BY BRANDON TOWN COUNCIL.

The adoption of the Accounts for 2000/2001 was deferred until the next Full Brandon Town Council Meeting, on 07 October 2002, pending the final report of the District Auditor.

The adoption of the accounts for 2001/2002 was deferred until the next Full Brandon Town Council Meeting, on 07 October 2002, pending the final report of the District Auditor for 2000/2001 and the report of the Independent Internal Auditor (see Item. 37 hereunder) for 2001/2002.

**23. DISTRICT AUDITORS' 2000/2001 REPORT - CURRENT STATUS**

Final inspection visit date to be confirmed. Delays caused because of tardy response from PriceWaterhouseCoopers in respect of the 1999/2000 Accounts position.

**24. THETFORD ROAD PLAY AREA - NEW EQUIPMENT PURCHASES** Deferred until the next Full Brandon Town Council Meeting on Monday 07 Oct 02.

**25. CONFIRMATION OF POSTING OF AUDIT COMMISSION NOTICES**

Councillors confirmed receipt of copies of the Posting of Audit Commission Notices, on the official Brandon Town Council noticeboard, on the date as specified by the 2001/2002 Audit Commission-appointed External Auditors, Lubbock Fine, within the correct timeframe.

**26. REQUIREMENTS FOR FUTURE AUDIT PROCEDURES**

The Town Clerk emphasised that all Local Authority Accounts would henceforth be audited by four (4) individual agencies in every year, viz. (1) the Town Clerk; (2) the Council's own Internal Auditor; (3) the Independent External Auditors; and (4) the External Auditors. This should ensure a quadruple checking system for the future.

**27. RISK ASSESSMENTS CONDUCTED IN JULY AND AUGUST 2002**

The Town Clerk and Senior Town Keeper had continued the rolling programme of Risk Assessments throughout the summer. Matters identified were attended to as quickly as possible after assessment.

**28. ADOPTION OF RACE RELATIONS (AMENDMENT) ACT 2000**

The wording, as recommended by the Suffolk Association of Local Councils (SALC), was adhered to. Proposed : Cllr Saxby (from the Chair); seconded : Cllr Thorne; **CARRIED** : unanimous. Resolution Record No. : **BTC98/02/Sep/02** THAT:  
(1) BRANDON TOWN COUNCIL ACKNOWLEDGES THE GENERAL DUTY PLACED UPON IT BY THE RACE RELATIONS (AMENDMENT) ACT 2000; AND THAT (2) THE

COUNCIL WILL CONTINUE WITHIN ITS FUNCTIONS AND POLICIES TO HAVE DUE REGARD TO THE NEED TO ELIMINATE DISCRIMINATION, PROMOTE EQUALITY OF OPPORTUNITY AND PROMOTE RACIAL EQUALITY BETWEEN PEOPLE OF DIFFERENT RACIAL GROUPS.

### **29. DISCUSSIONS IN RESPECT OF PROPOSED BRANDON BY-PASS**

Cllr Mrs Ahern rose to speak on the subject and it was agreed that a Public Meeting should be called, as soon as practicable (nominated date 04 October 2002 at 7:00 pm) to enable full and frank discussion of the lack of progress in relation to the provision of the agreed By-pass for Brandon. Proposed : Cllr Baldwin; seconded : Cllr Mrs Ahern; **CARRIED** : unanimous.

Resolution Record No. **BTC 99/02/Sep/02** THAT

A PUBLIC MEETING BE CALLED BY BRANDON TOWN COUNCIL, INVITING THE CHAIRMANSHIP OF RICHARD SPRING, MP, CONSERVATIVE MEMBER OF PARLIAMENT FOR WEST SUFFOLK, TO DEMONSTRATE THE DISAPPROVAL OF THE PEOPLE OF BRANDON AT THE LACK OF PROGRESS IN THE PROVISION OF THEIR TOWN BY-PASS.

### **30. BRANDON ORCHARD PROJECT**

A site meeting had taken place, on 15 July 2002, between Cllrs Mrs Jureko and Vant, the Town Clerk and Mr Cyril Brown, of Brandon Communities Partnership, to discuss progress in relation to the Brandon Orchard Project. The Town Clerk was asked to obtain a quotation for the possibility of placing iron, park-type railings around the Orchard in addition to the existing, damaged, flint wall. This had been obtained and discussion took place regarding the boundary lines and implications of adding railings, instead of removing the flint wall and replacing it with railings. It was agreed to obtain a further quotation for the entire process and report back to the Full Brandon Town Council Meeting on 07 October 2002.

Proposed: Cllr Vant; seconded: Cllr Silvester; **CARRIED** : unanimous. Resolution Record No. **BTC100A/02/Sep/02** THAT

A FURTHER QUOTATION BE OBTAINED FOR THE PROVISION OF PARK-TYPE RAILINGS AROUND THE ORCHARD, COULSON LANE, BRANDON, ON THE EXISTING BOUNDARY LINES, TO INCLUDE THE DEMOLITION AND REMOVAL OF THE DAMAGED FLINT WALL.

A timetable had been provided by Forest Heath District Council (dated 27 August 2002; reference : Brandon Orchard) and circulated to all Councillors, regarding proposed works on the Orchard. This anticipated Installation of site Interpretation panel by April 2003; Draft management plan ready for comments by Councillors, before submission to English Nature, prior to designation as a Local Nature Reserve by April 2003; and Public opening of site by April 2003. On the matter of ongoing maintenance of the Orchard, the FHDC Countryside Section had indicated its willingness to arrange this, providing the Town Council agreed to pay a reasonable annual fee. Proposed : Cllr Ms Bourton; seconded : Cllr Thome;

**CARRIED:** unanimous. Resolution Record No. **BTC 100B/02/Sep/02:** THAT BRANDON TOWN COUNCIL AGREES TO THE PROPOSED TIMETABLE SUBMITTED BY THE FOREST HEATH DISTRICT COUNCIL (COUNTRYSIDE SECTION) FOR DEVELOPMENT OF THE BRANDON ORCHARD, COULSON LANE, BRANDON AND, SUBJECT TO TOWN COUNCIL APPROVAL, THE DESIGNATION OF THE AREA AS A LOCAL NATURE RESERVE TO ALLOW ACCESS TO FUNDING FROM ENGLISH NATURE FOR ONGOING DEVELOPMENT AND MAINTENANCE OF THE SITE.

**31. POSSIBLE “WELCOME TO BRANDON” FAIR FOR USAF ARRIVALS** Deferred until Spring 2003 on the advice of USAFE co-ordinator.

The Chairman suggested a five minutes break in the proceedings, because two hours had elapsed since the Meeting convened, from 9:34 PM to 9:39 PM.

Cllrs Ms Bourton, Edwards and Silvester left the Meeting at 9:35 PM and did not return.

### **32. CORRESPONDENCE FROM PRICEWATERHOUSECOOPER**

The findings of the Appointed Auditors, Price WaterhouseCoopers, in relation to the Objection to the 1999/2000 Brandon Parish Council Accounts had been circulated to all Councillors before the Meeting. In addition, a decision from the SALC Legal Advisor, Mr Keith Stevens, had been circulated to Members, indicating that there was no requirement for the three objectors to those Accounts to declare an interest and then leave the Meeting since they did not have a personal interest as defined by Para 7 of the Parish Councils Model Code of Conduct 2001 and therefore cannot have a prejudicial interest either under Para 9 of the Code. Their “wellbeing or financial position” is not affected and the Code is not intended to prevent councillors from performing their statutory duty as effective trustees of public money.

Cllr Saxby invited comments on the report. Cllr Vant rose to speak and summarised the findings of the report [FULL COPY ATTACHED HERETO] in respect of Mrs Vincent. He emphasized PriceWaterhouseCoopers’ conclusion that expenditure was incurred (in the 1999/2000 Accounts) by the Council which was contrary to law. In the exercise of the Appointed Auditors’ discretion, he had decided not to apply to the Court under section 17 of the Audit Commission Act 1998. He had further decided not to issue a report in the public interest under section 8 of the Audit Commission Act 1998.

Cllr Vant stated that Brandon Parish Council should have agreed years ago that expenditure in the 1999/2000 Accounts had been incurred which was contrary to law as this would have save the Council a lot of money. Cllr Vant expressed his very great disappointment that he feared that the three objectors had been correct that expenditure had been incurred which was contrary to law but they may have been “vilified” during their absence from the proceedings of earlier meetings of Brandon Town Council when they had been required to declare an interest and leave the room completely. Cllr Mrs Miner had been present during some of those meetings and had no recollection of any adverse comments on a personal level. Cllr Thorne advised that he recalled comments being made across the table that a “vendetta” was being conducted. Cllr Saxby (from the Chair) advised the Meeting that he would not allow personal attacks to be made during proceedings whilst he was in the Chair. Cllr Vant concluded by stating that he wished it to be made clear that the three objectors, namely Cllrs Saxby, Mrs Ahem and Vant, had been vindicated by the findings of the Appointed Auditors, PriceWaterhouseCoopers. The Town Clerk asked Councillors for instruction in relation to the publication of the findings of the Appointed Auditors, PriceWaterhouseCoopers, in the interests of transparency and openness for the general public to be aware of all financial matters appertaining to Brandon Town Council. Proposed : Cllr Vant; seconded : Cllr Thorne; **CARRIED** : unanimous (9 Councillors remaining in meeting). Resolution Record No. **BTC101/02/Sep/02: THAT THE FULL REPORT OF THE CONCLUSIONS OF THE APPOINTED AUDITORS, PRICEWATERHOUSECOOPERS, INTO THE OBJECTION TO THE 1999/2000 BRANDON PARISH COUNCIL ACCOUNTS, BE APPENDED TO THE MINUTES OF THIS MEETING AND BE PROVIDED TO THE EDITOR OF THE “BRANDON LIFE”**

PUBLICATION IN THE INTERESTS OF TRANSPARENCY IN RESPECT OF THE FINANCIAL TRANSACTIONS OF BRANDON TOWN COUNCIL.

Cllr Mrs Ahern rose to add her comments to those of Cllr Vant. She wished to make it clear, in relation to the costs of the objection, that these could have been minimised or even avoided. She stated that if Brandon Parish Council had been correctly advised at the time then none of this [the objection] would have happened. She recalled that Brandon Parish Council had insisted that Mrs Vincent was correct in not declaring an interest in the Brandon Remembrance Playing Fields whilst voting took place on funding and chose to support Mrs Vincent against the advice of the three objectors, namely Cllrs Saxby, Mrs Ahern and Vant.

**33. RECOMMENDATIONS FROM ANNUAL CEMETERY INSPECTION** The full report of the Annual Cemetery Inspection, held on Wednesday 17 July 2002, attended by Cllrs Saxby and Mrs Jureko, the Town Clerk and the two Townkeepers, had been circulated to all Councillors with recommendations contained therein. Proposed: Cllr Mrs Jureko; seconded : Cllr Saxby (from the Chair); **CARRIED:**

unanimous. Resolution Record No. **BTC102/02/Sep/02 :**

THAT THE FULL REPORT AND RECOMMENDATIONS FROM THE ANNUAL CEMETERY INSPECTION, HELD ON WEDNESDAY 17 JULY 2002, BE ADOPTED AND THE RECOMMENDATIONS CONTAINED THEREIN IMPLEMENTED WITH IMMEDIATE EFFECT SUBJECT TO THE NECESSARY QUOTATIONS BEING OBTAINED WHERE APPLICABLE.

Proposed : Cllr Mrs Milner; seconded : Cllr Mrs Jureko; **CARRIED** : unanimous.

Resolution Record No. **BTC103/02/Sep/02** THAT

(1) BRANDON TOWN COUNCIL AGREES IN PRINCIPLE TO THE APPOINTMENT OF AN ADDITIONAL, PART-TIME TOWN KEEPER AND (2) THAT THE TOWN CLERK BE TASKED TO PROVIDE COSTINGS FOR SUCH AN APPOINTMENT.

**34. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

Proposed: Cllr Saxby (from the Chair); seconded : Cllr Mrs Ahern; **CARRIED:** unanimous. Resolution Record No. **BTC104/02/Sep/02**

“THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW FOR THE FOLLOWING REASONS: STAFFING ISSUES; QUOTATIONS. [Section 100(A)(4) LGA 1972]

**35. FINANCIAL IMPLICATIONS OF AGREED NEW CEMETERY**

Great concern was expressed at the lack of a substantive response from the vendor, in relation to the County Land Agent’s three separate letters, seeking a decision on Brandon Town Council’s offer to purchase land for the new Brandon Cemetery. The Grave Audit had clearly demonstrated the need for progress in this regard and it was agreed that action must be taken in the very near future. It was agreed to write to the County Land Agent and request immediate progression of the matter. Proposed : Cllr Mrs Jureko; seconded: Cllr Mrs Ahern; **CARRIED** : 8 for, 0 against, 1 abstention.

Resolution Record No. **BTC105/02/Sep/02**

THAT BRANDON TOWN COUNCIL WRITES TO THE COUNTY LAND AGENT REQUESTING A RESPONSE FROM THE VENDOR, BY FRIDAY 04 OCTOBER 2002, TO ITS OFFER IN RELATION TO THE PURCHASE OF LAND FOR THE NEW BRANDON CEMETERY.

### **36. BTC/SCC PROPERTY REVIEW/PWLB REPAYMENT POSITION**

Documents had previously been circulated to Councillors in this regard. It was agreed to continue with the present Public Works' Loan Board loan at the present time, pending further developments in respect of the Brandon Healthy Living Centre project. Proposed: Cllr Saxby (from the Chair); seconded: Cllr Mrs Ahern; **CARRIED** : unammous. Resolution Record No. **BTC106/02/Sep/02**

THAT BRANDON TOWN COUNCIL CONTINUES THE PUBLIC WORKS' LOAN BOARD LOAN, IN RESPECT OF THE OLD SCHOOL HOUSE BUILDING AND GARDEN, PENDING FURTHER DEVELOPMENTS IN RESPECT OF THE BRANDON HEALTHY LIVING CENTRE PROJECT.

### **37. APPOINTMENT OF INDEPENDENT INTERNAL AUDITOR**

The Town Clerk outlined the steps taken to comply with the Audit Regulations 1996 and Audit Commission Act 1998 in respect of the appointment of an Independent Internal Auditor for Brandon Town Council. Six firms had been contacted to seek quotations, but it had become apparent that Local Council Audits were viewed as hard work for small rewards. Three firms had declined to quote for the role. One firm had been very late in responding and then only to advise their Accountant had been away and could they have more time to quote. The two figures submitted were from NSA Audit Services of Norwich and Thain Wildbur Rolph of Brandon. After some discussion and comparison of these quotations, it was resolved to accept the quotation supplied by Thain Wildbur Rolph. The Town Clerk had previously ascertained from SALC that no conflict of interests would occur in this regard. Proposed : Cllr Mrs Ahern; seconded : Cllr Thorne;

**CARRIED** unanimous. Resolution Record No. **BTC107/02/Sep/02**

THAT THE ACCOUNTANCY FIRM OF THAIN WILDBUR ROLPH OF BRANDON BE APPOINTED AS BRANDON TOWN COUNCIL'S INDEPENDENT INTERNAL AUDITORS, FOR THE 2001/2002 FINANCIAL YEAR. IN COMPLIANCE WITH THE REQUIRMENTS OF THE AUDIT COMMISSION ACT 1998; THIS APPOINTMENT TO BE REVIEWED ON AN ANNUAL BASIS AND SUBJECT TO THE APPROVAL OF THE 2001/2002 APPOINTED EXTERNAL AUDITORS, NAMELY LUBBOCK FINE OF LONDON.

### **38. PERFORMANCE-RELATED SALARY INCREASE FOR TOWN CLERK**

The Town Clerk left the room. Proposed: Cllr Thorne; seconded: Cllr Saxby (from the Chair); **CARRIED** 5 for, 2 against, 2 abstentions. Resolution Record No.

**BTC108/02/Sep/02**

THAT THE TOWN CLERK, LINDA SHERER, BE AWARDED A TWO INCREMENT PERFORMANCE-RELATED SALARY INCREASE PER NATIONAL ASSOCIATION OF LOCAL COUNCILS' SCALE.

### **39. PROVISION OF AMENDED CIVIC REGALIA AND DESIGN THEREOF**

The Town Clerk had obtained some quotations, including price lists and design samples, for discussion with regard to the possible provision of amended Civic Regalia for Brandon Town Council. The existing Civic Regalia Medallion has been forwarded by Registered Post and was Currently located with Fattorini Ltd of Brimingham. It would not be possible to alter the word "parish" to "town" by simply re-enamelling the existing medallion. Proposed : Cllr Thorne; seconded : Cllr Mrs Ahern; 4 for, 4 against (named: Cllrs Ashley, Baldwin, Ridgwell and Vant); 1 abstention; Chairman's casting vote employed. *"That Brandon Town Council agrees to purchase a new Medallion for the Civic Regalia plus half links/half "Brandon" blue ribbon chain at a cost in the region of £200."* Motion **FAILED**. It was agreed to defer this item until the next Full Brandon Town Council Meeting of 07 October 2002.

Meeting closed at 10:14 pm. Next Meeting as per approved Schedule to be Brandon Full Town Council on Monday 07 October 2002.