

BRANDON TOWN COUNCIL

Minutes of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 14th October 2024 at 7pm

Present: Cllr P Wittam (Chair), Cllr W Bland, Cllr G Brocklehurst, Cllr L Challiss, Cllr P Gorringe, Cllr H Kostecki, Cllr V Lukaniuk, Cllr M Pinnell, Cllr P Ridgwell, Cllr J Savage, Cllr N Siebert, Cllr C Watts

Also Present: 10+ members of the public.

The Chair, Cllr Wittam, introduced our new Town Clerk, Tina Cunnell to the Council.

1 APOLOGIES for absence and approval of reasons tendered.
Cllr J Hughes, Cllr S Skinner – apologies received.

2 DECLARATION OF INTEREST and additions to Members Register of Interest.
Cllr G Brocklehurst and Cllr N Siebert – Non-pecuniary interest – Item 12.

3 TO RECEIVE A REPORT FROM SQN LDR EATON - RAF LAKENHEATH
Sqn Ldr Eaton was unable to attend the meeting but sent in a report which was distributed to Councillors and the public.

4 TO RECEIVE, CONFIRM AND SIGN MINUTES
- Of the Brandon Town Council Full Council Meeting of Monday 9th September 2024.
Proposer: Cllr N Siebert
Seconder: Cllr P Gorringe
Resolution Record No: **BTC/90/14/Oct/24**
RESOLVED

BRANDON TOWN COUNCIL RESOLVES THAT THE MINUTES OF THE FULL COUNCIL MEETING OF MONDAY 9TH SEPTEMBER 2024 BE APPROVED

5 MATTERS ARISING for information exchange only of the Full Council Meeting of 9th September 2024.
Cllr Ridgwell queried about an item on a previous agenda that had been deferred and asked if it was coming back to the table. Cllr Wittam commented that it may come back at a later date.

6 URGENT BUSINESS any items the Chairman considers a matter of urgent business.
None.

7 TO RECEIVE WRITTEN REPORT from the Town Clerk.
Report was received.

Signed.....

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, as County Councillor, reported that Elizabeth Road had been resurfaced and white lines and yellow boxes in some areas had been repainted. Cadent, are replacing a gas main in Green Road and have dumped soil in Thetford Road. After contacting the contactors and Highways, he has been assured, they will be ceasing their dumping and landscaping the area.

Cllr Lukaniuk as District Councillor informed the meeting that West Suffolk Council would tomorrow be voting for new recycling scheme. He then explained how the new scheme would work. Cllr Pinnell asked questions about various aspects of the scheme.

Cllr Brocklehurst reported on the New Cemetery situation and requested on RBL's behalf, assistance from Councillors to sell poppies.

A member of the public stated opinions on asking questions at meetings and thanked the Clerk for her communication.

9 CORRESPONDENCE

- Letter of thanks from SARS re grant received – information received.
- Letter from a resident re trees in orchard – information received. Cllr Wittam replied, a tree survey would need to be undertaken.

10 ACCOUNTS To approve the payments for September 2024.

Cllr Pinnell queried a few of the September payments.

Proposer: Cllr G Brocklehurst

Seconder: Cllr C Watts

Resolution Record No: **BTC/91/14/Oct/24**

RESOLVED

BRANDON TOWN COUNCIL APPROVES THE PAYMENTS FOR SEPTEMBER 2024.

Invoice Date	Invoice No.	Supplier	Expense Type	Nett	VAT	Gross	Payment
30/08/2024		Suffolk County Council	MEWP Licence - Christmas Light	£85.00	£0.00	£85.00	BACS
30/08/2024	SKP-2408-0343	Freedom Recycling Ltd	Empty Skip	£220.00	£44.00	£264.00	BACS
05/09/2024		Suffolk County Council	Road Closure for Christmas Fair	£150.00	£0.00	£150.00	BACS
05/09/2024	2943	FX Live Ltd	Snow Fluid - Christmas Fair	£139.00	£27.80	£166.80	BACS
23/09/2024	85140	Andersons Wholesale	Gifts/Bags - Santas Grotto	£79.24	£15.85	£95.09	BACS
17/09/2024	INV-D-04923	Cloudy Group Ltd	Laptops	£1,694.00	£338.80	£2,032.80	BACS
17/09/2024		Vince Gregory	Entertainment - Christmas Fair	£90.00	£0.00	£90.00	BACS
10/09/2024		SARS	S137 Grant	£1,000.00	£0.00	£1,000.00	BACS
10/09/2024		Brandon Youth Football	S137 Grant	£500.00	£0.00	£500.00	BACS
10/09/2024		Happy to Sing Choir	S137 Grant	£500.00	£0.00	£500.00	BACS
16/08/2024	INV-7719	Hugofox Limited	Website Subscription	£29.99	£6.00	£35.99	Direct Debit
17/08/2024	M017 L2	BT	Phone OSH	£101.22	£20.24	£121.46	Direct Debit
21/08/2024	M081 IT	BT	Phone OSH	£87.72	£17.54	£105.26	Direct Debit
22/08/2024	M057 2F	BT	Phone OSH	£40.49	£8.10	£48.59	Direct Debit

Signed.....

30/08/2024	7870	Evolve Business Sols Ltd	Photocopier - Copies	£236.46	£47.30	£283.76	Direct Debit
01/09/2024	12229	Cranberry Comms.	Microsoft 365	£119.95	£23.99	£143.94	Direct Debit
02/09/2024	1938860	YU Energy	Electric OSH	£126.65	£6.33	£132.98	Direct Debit
02/09/2024	1938862	YU Energy	Electric BRPF Yard	£87.81	£4.39	£92.20	Direct Debit
02/09/2024	1938858	YU Energy	Electric Pillar 8 Market Hill	£10.55	£0.53	£11.08	Direct Debit
02/09/2024	1938863	YU Energy	Electric Pillar 9 Market Hill	£21.10	£1.06	£22.16	Direct Debit
02/09/2024	1938861	YU Energy	Electric Cemetery Yard	£11.60	£0.58	£12.18	Direct Debit
02/09/2024	1938864	YU Energy	Electric Christmas Tree Pillar	£9.27	£0.46	£9.73	Direct Debit
16/09/2024		Public Works Loan	OSH Loan	6779.46	0.00	6779.46	Direct Debit
18/09/2024	3623640	Everflow Water	Water OSH	£23.28	£0.00	£23.28	Direct Debit
23/09/2024		Creative Pension Trust	Pensions - September	£645.69	£0.00	£645.69	Direct Debit
28/09/2024	1252981	West Suffolk Council	Trade Waste	£78.25	£0.00	£78.25	Direct Debit
16/09/2024	1284172	West Suffolk Council	Recycling Bin at OSH - Oct-Jan	£24.44	£0.00	£24.44	Direct Debit
30/09/2023		Unity Trust Bank	Bank Charges	£0.60	£0.00	£0.60	Direct Debit
30/09/2024		Unity Trust Bank	Service Charge	£38.85	£0.00	£38.85	Direct Debit
02/09/2024	1283583	West Suffolk Council	Premises Licence 2024/25	£180.00	£0.00	£180.00	BACS
03/09/2024	BZAEUI	Amazon	Anti Bac Spray/Toilet Cleaner	£29.33	£5.88	£35.21	BACS
11/09/2024	17688	Amazon	Gifts - Santas Grotto	£44.28	£8.82	£53.10	BACS
11/09/2024	23212	Amazon	Gifts - Santas Grotto	£74.04	£0.00	£74.04	BACS
11/09/2024	2336	Amazon	Gifts - Santas Grotto	£37.44	£7.47	£44.91	BACS
24/09/2024	XZAEUI	Amazon	A3 Laminating Pouches	£8.77	£1.75	£10.52	BACS
24/09/2024	2024-92	Amazon	Curtain Lights - Christmas Fair	£27.96	£5.60	£33.56	BACS
06/09/2024		Mrs J Prior	Reim. Clean. Prods Tea/Coffee	£34.00	£0.39	£34.39	BACS
06/09/2024	826269	Wicksteed Leisure Ltd	2 Sets of Swing Seats - Thet.Rd	£298.38	£59.68	£358.06	BACS
17/09/2024	1085710228	Stannah Lift Services Ltd	Quarterly Lift Service	£124.84	£24.97	£149.81	BACS
26/09/2024	1085713223	Stannah Lift Services Ltd	Blown Fuse re Fire Safety Test	£232.46	£46.49	£278.95	BACS
18/09/2024	65070	Chase Timber Products	Post Mix/Stakes - Christmas	£43.68	£8.74	£52.42	BACS
20/09/2024		Mrs A Barnes	Reim. Mileage - Hedgecutter	£50.40	£0.00	£50.40	BACS
20/09/2024	K00803	Ernest Doe & Sons Ltd	Hedge Cut. Strimmer Hd/Line	£390.51	£78.11	£468.62	BACS
22/09/2024	75933	Alan R Cross & Son	Fix Intruder Alarm at BRPF Yard	£172.96	£34.59	£207.55	BACS
25/09/2024	SINV01959822	Ian Smith Group	A4 Paper	£46.92	£9.38	£56.30	BACS
30/09/2024	204572	Alltime Alarm Sols Ltd	Fire Alarm Works	£978.34	£195.67	£1,174.01	BACS
30/09/2024	29183	S.A.L.C.	Payroll Service - 6 Months	£222.00	£44.40	£266.40	BACS
30/09/2024	287163	Fengate Fasteners Ltd	Teak Oil, Paint Brushes	£58.72	£11.74	£70.46	BACS
30/09/2024	20240000941	Finevale Service Station	Fuel	£79.01	£15.80	£94.81	BACS
05/10/2024		HMRC	NICS	£2,250.10	£0.00	£2,250.10	BACS

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

The Income and Expenditure Statements against Budget for August 2024 was received.

12 GRANT APPLICATION discussion to consider S137 grants from Friends of Brandon Station, Royal British Legion Brandon Branch and Abbeycroft Leisure.

A representative from Friends of Brandon Station gave an overview of what the community group are looking to achieve. Several Councillors had queries and asked questions.

Cllr Lukaniuk proposed an amendment. If eighty Friends of Brandon Station pay £10 each the Council will pay the £200 balance. Cllr Gorringe seconded the motion. Vote Failed.

Cllr Brocklehurst proposed an amendment:

Council pay half of the grant now of £500 and the other half in the next financial year.

Cllr Lukaniuk seconded the motion.

Signed.....

Cllr Ridgwell requested a recorded vote:-

For:-Cllr Bland, Cllr Brocklehurst, Cllr Challiss, Cllr Gorringe, Cllr Kostecki, Cllr Lukaniuk
Cllr Pinnell, Cllr Ridgwell, Cllr Savage, Cllr Siebert, Cllr Watts, Cllr Wittam - UNANIMOUS

Proposer: Cllr G Brocklehurst

Seconder: Cllr V Lukaniuk

Resolution Record No: **BTC/92/14/Oct/24**

RESOLVED

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE GRANT FROM FRIENDS OF BRANDON STATION FOR THE AMOUNT OF £500.00.

Cllr Siebert presented the Royal British Legion grant application. Cllr Lukaniuk asked for an amendment to pay £350. Cllr Gorringe seconded the motion.

Proposer: Cllr V Lukaniuk

Seconder: Cllr P Wittam

Resolution Record No: **BTC/93/14/Oct/24**

RESOLVED

BRANDON TOWN COUNCIL RESOLVES TO APPROVE THE GRANT FROM ROYAL BRITISH LEGION BRANDON BRANCH FOR THE AMOUNT OF £350.00.

A representative from Abbeycroft Leisure gave an overview of Teen Chill a youth club held at Brandon Leisure Centre. Councillors discussed the application in particular that the request was outside the financial range of grants. With financial help being available at district level, the applicant should be referred there.

Proposer: Cllr V Lukaniuk

Seconder: Cllr H Kostecki

Resolution Record No: **BTC/94/14/Oct/24**

RESOLVED

BRANDON TOWN COUNCIL RESOLVES TO REFER THE GRANT APPLICATION FROM ABBEYCROFT LEISURE TO WEST SUFFOLK DISTRICT COUNCIL.

13 TO NOTE MINUTES OF EVENTS COMMITTEE MEETING of 9th September 2024.

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

14 TO NOTE MINUTES OF PLANNING COMMITTEE MEETING of 7th October 2024.

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

15 TO ADOPT UPDATED STANDING ORDERS AND FINANCIAL REGULATIONS

Proposer: Cllr N Siebert

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/95/14/Oct/24**

RESOLVED

Signed.....

BRANDON TOWN COUNCIL RESOLVES TO ADOPT THE UPDATED STANDING ORDERS AND FINANCIAL REGULATIONS.

16 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 Siebert

Seconder: Cllr G Brocklehurst

Resolution Record No: **BTC/96/14/Oct/24**

RESOLVED

Signed.....

BRANDON TOWN COUNCIL

Confidential Minutes
of the Full Brandon Town Council Meeting
held at Old School House, Market Hill, Brandon on Monday 14th October 2024 at 7pm

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

17 TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

- Of the Brandon Town Council Meeting of Monday 9th September 2024.

Proposer: Cllr V Lukaniuk

Seconder: Cllr J Savage

Resolution Record No: **BTC/97/14/Oct/24**

RESOLVED

BRANDON TOWN COUNCIL RESOLVES THAT THE CONFIDENTIAL MINUTES OF THE
FULL COUNCIL MEETING OF MONDAY 9TH SEPTEMBER 2024 BE APPROVED.

18 MATTERS ARISING

None.

The meeting closed at 7.59pm

Signed.....