



Parish Office, Sports Pavilion, Hundred Acre Way, Red Lodge, Suffolk, IP28 8FQ  
01638 551257  
<http://redlodge.suffolk.cloud>

## To Members of Red Lodge Parish Council

You are duly summoned to attend a Meeting of Red Lodge Parish Council to be held on :-

**Date:** Tuesday 24<sup>th</sup> April 2018  
**Time:** 19:00  
**Venue:** St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

### AGENDA

|     | Item  | Responsible |
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| 1.  | Chair Person's welcome.   | Chairman    |
| 2.  | All those present are reminded of the Local Government Bodies Act 2014 and that the meeting may be filmed or recorded by any members of the public. | Chairman    |
| 3.  | Apologies for absence.  | Chairman    |
| 4.  | Declaration of interest.  | Chairman    |
| 5.  | Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes.  | Chairman    |
| 6.  | Confirmation of Minutes of the meetings held on the 27 <sup>th</sup> March 2018.  | Chairman    |
| 7.  | Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports.   | Chairman    |
| 7.1 | Suffolk County Council Conservative Group – 2017/18 News Highlights.  |             |
| 7.2 | March/April 2018 Red Lodge Parish Council Newsletter  |             |
| 7.3 | Agenda for Forest Heath Council, 25/04/2018 Council Chamber, College Heath  |             |

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|            | <b>Road, Mildenhall at 6pm</b>   |          |
| <b>8.</b>  | <b>Financial Matters</b>   | Chairman |
| <b>8.1</b> | To confirm that the bank reconciliation statements for March 2018 have been verified and signed by Cllr. Henderson.  |          |
| <b>8.2</b> | Approval of all payments in March 2018 for Parish and Pavilion accounts.   |          |
| <b>8.3</b> | To Note the Bank Balances as stated on 18/04/2018:- <ul style="list-style-type: none"> <li>• Parish Bank Account - £165,749.46</li> <li>• Pavilion Bank Account - £154,223.30</li> <li>• Deposit Account - £106,739.74</li> </ul>  |          |
| <b>8.4</b> | Members to approve the top-up of petty cash for the following amounts:-<br><br>Parish £68.75 Pavilion £81.85   |          |
| <b>8.5</b> | Members to note that Rialtas Business Solutions have completed the end of year closure.  |          |
| <b>8.6</b> | Members to note the VAT net reclaim of £1,978.98 for January 2018- March 2018.   |          |
| <b>8.7</b> | Members to note that the year end returns for the Suffolk Pension Fund has been submitted, in compliance with The Local Government Pension Scheme Regulations 2013 Annual Returns.   |          |
| <b>8.8</b> | Members to note that Red Lodge Parish Council has been selected for an intermediate review by the external auditor.  |          |
| <b>8.9</b> | Members to note the Bar Stock Audit for 23/01/2018 to 10/04/2018.  |          |
| <b>9.</b>  | <b>Discuss and approve any purchase</b>  | Chairman |
| <b>9.1</b> | Further to the Members agreeing the IT proposal from CAS to provide IT support to Red Lodge Parish Council in the previous Parish Council Meeting. The server quoted is now obsolete, Members to agree the additional cost of £130 inc. VAT for a QNAP Server as quoted by Community Action Suffolk. |          |
| <b>9.2</b> | Members to agree for the Clerk to attend the Norfolk Branch of the Society of Local Council Clerks Finance Training Event on Thursday 3 <sup>rd</sup> March 2018, Thetford, costing £20 per person.  |          |
| <b>9.3</b> | Following the clarification and approval received from the Suffolk Association of Local Councils for a donation request for a sports group where Members have an interest. Members to agree the £250 donation requested by the Red Lodge Ladies Football Team in the previous Parish Council meeting |          |
| <b>9.4</b> | <b>Millennium Centre</b><br>An email received dated 3 <sup>rd</sup> April 2018 from the Millennium Centre requesting a bi-annual grant of £6000.   |          |

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| 9.5  | <b>Community Survey – Red Lodge Parish Council</b><br>Members to agree the cost of publishing a community survey in the Turnpike Magazine at a cost of £254.  |          |
| 10.  | <b>Planning Applications</b><br><br><b>To Consider any Planning Applications :-</b><br>(To also consider Planning Applications submitted post-publication of the agenda)  | Chairman |
| 10.1 | <ul style="list-style-type: none"> <li>• <b>DC/18/0424/TPO</b><br/> <b>Proposal:</b> TPO01 (1996) Tree Preservation Order -1 no. Oak (x on plan, T18 on order) overall crown reduction by approximately 3 metres and crown lift by removing 3 lower branches.<br/> <b>Location:</b> 52 Turnpike Road, Red Lodge, IP28 8JZ.</li> </ul> |          |
| 11.  | <b>Correspondence Received</b>  | Chairman |
| 11.1 | <b>Tuddenham Parish Council</b><br>To note an email received from Tuddenham Parish Council on 28/03/2018, inviting Councils to attend the hosting of the LCPAS Understanding Planning Training, Tuddenham Village Hall on Thursday 28/06/18 at 7pm, at a cost of £10 per delegate.  |          |
| 11.2 | <b>Daffodil Plant - Parishioner</b><br>Members to discuss the email received from a Parishioner dated 12/04/2018 requesting the planting of daffodils in the Red Lodge area.  |          |
| 11.3 | <b>Council Tax - Parishioner</b><br>An email received from a Parishioner querying Red Lodge Parish Councils expenditure on stationery and also querying if the Parish Council can fund the shortfall for the WW2 war memorial.  |          |
| 11.4 | <b>Pallets of Blocks - Parishioner</b><br>Members to note an email received on 29/03/2018 from a Parishioner raising safety concerns of the pallets of blocks placed around the sports pavilion.  |          |
| 11.5 | <b>Red Lodge Allotment Association</b><br>Members to further discuss the letter received from the Red Lodge Allotment Association presented in the previous Parish Council Meeting.   |          |
| 11.6 | <b>Red Lodge Rainbows and Brownies</b><br>Members to discuss the email received from Red Lodge Rainbows and Brownies on 10/04/2018 requesting financial support from the Parish Council.  |          |
| 11.7 | <b>Land at Thistle Way</b><br>Members to note the clarification of Red Lodge Parish Councils ownership of the strip of land at Thistle Way.   |          |
| 11.8 | <b>Mineral and Waste Draft Plan</b><br>Members to note an email received on 10/04/2018 regarding the Mineral & Waste Draft Plan from the Cabinet Member for Environment, Public Protection and Broadband, wishing to consult Suffolk residents, businesses and landowners.  |          |

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| <b>11.9</b>  | <b>Ward Boundaries – West Suffolk Democratic Services</b><br>Members to note an email received on 04/04/2018 regarding the consultation of the new ward boundaries for the West Suffolk Council. The initial options are being revised and are subject to a full Council approval at the end of April. |               |
| <b>11.10</b> | <b>Adoption of Tree Belt, Bovis</b><br>Members to consider an offer from Bovis for Red Lodge Parish Council to adopt a tree belt for a commuted sum of £40k.   |               |
| <b>11.11</b> | <b>Moulton Parish Council – GDPR</b><br>Members to note an email received on 10/04/2018 from Moulton PC suggesting the Local Authorities to take on the role of Data Protection Officer.   |               |
| <b>11.12</b> | <b>Moulton Parish Council – Highways</b><br>Members to note an email received on 05/04/2018 to discuss with the interim Chief Executive the concerns of the service received from Highways.  |               |
| <b>11.13</b> | <b>A11 Mildenhall Meeting</b><br>Members to note an email received on 10/04/2018 requesting representatives from Red Lodge Parish Council for the A11 Mildenhall Meeting.  |               |
| <b>11.14</b> | <b>Highways England</b><br>Members to note an email received on 12/04/2018 informing of the road marking renewal work along A11  |               |
| <b>11.15</b> | <b>East District Cambridgeshire Council</b><br>Members to note the statutory notice dated 18/04/2018 detailing the arrangements for the examination of the East Cambridgeshire Local Plan.   |               |
| <b>12.</b>   | <b>Sports Pavilion Working Party</b>   | Working Party |
| <b>12.1</b>  | Members to review the Minutes of the meetings of The Sports Pavilion Working Party, held on 06/03/2018 and 17/04/2018, the latter discussing the review of the fees for the Sports Pavilion facilities.  |               |
| <b>12.2</b>  | Members to note that initial discussions with Forest Heath District Council have taken place regarding Sports Pitch Maintenance and Future Grass Cuttings.   |               |
| <b>13.</b>   | <b>Urgent Business</b><br>No urgent business advised at time of publication.   | Chairman      |
| <b>14.</b>   | <b>To confirm the date of the next Annual Parish meeting scheduled for Tuesday 15<sup>th</sup> May 2018, to be held at St. Christopher’s Church, Boundary Road, Red Lodge. IP28 8JQ, commencing at 19:00</b>   | Chairman      |
| <b>15.</b>   | <b>To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted.</b><br>To discuss a staffing issue.  | Chairman      |

Signed: *Shazia Shujah*  
Parish Clerk  
18.04.2018