

**Parish Office, Sports Pavilion, Hundred Acre Way, Red Lodge, Suffolk, IP28 8XR**

***01638 551257***

[**http://redlodge.onesuffolk.net**](http://redlodge.onesuffolk.net)

Minutes for the meeting of Red Lodge Parish Council held on 11th February 2014 at the Red Lodge Millennium Centre at 7pm.

**Present:** Ben Graveston Chairman

Clive MacLeod BEM

Angie Sewell

Carol Downs

Roger Dicker District Councillor

Andy Drummond District Councillor

**Apologies:** Cllr. Clare Bloomfield Due to child care issues, Cllr Lee Holman due to ill health & Cllr Andy Younger due to work commitments.

**Declarations of Interest**

Cllr Dicker & Cllr Drummond declared an interest in Planning. Cllr Dicker also has an interest in Licencing.

**Guest Speakers**

**Police** – Did not attend

**County Cllr Lisa Chambers** – Did not attend

**District Cllr Roger Dicker** – Nothing to report

**District Cllr Andy Drummond** – there is a Special Planning meeting set for 24th Feb 2014

**Millennium Centre** – Did not attend

**Sports Pavilion** - The first meeting of The Sports Club committee will take place on 13th February 2014 at the sports pavilion. The Sports Pavilion is growing with special events being confirmed for the summer as well as an increase of weekend bar sales due to having Sky Sports installed. Month on Month profits are up from the previous years.

**Jeff Pyne** -

I would like to have the support of the Parish Council for a community lead group to help stop the problem that we have with dog owners not cleaning up after their dogs. The Groups aim is to highlight the problem in the village, Educate on the health implications for small children who come into contact with dog mess & Decide on what action can be taken.

A letter containing a fact sheet & questionnaire will be send out to the village via the Turnpike Newsletter, Red Lodge Parish Council Website & a leaflet drop. The replays will be sent into the Parish Council office & the group will be able to collect them. The results of the questionnaire will be posted on the Parish Council notice boards, Facebook, The Turnpike Newsletter & the Parish Council Website.

**Chairman’s Update** – Did not happen because the Chairman did not attend due to ill health.

**Confirm the minutes from the Ordinary Parish Council Meeting held on 14th January 2014**

Proposed – Cllr Graveston

Seconded – Cllr Dicker

All agreed

**Cllr MacLeod BEM** - discussion regarding public disclosure of Parish Council Finances 2012/2013.

In March 2013 Cllr MacLeod requested in writing a copy of the Precept Budget Forecast for 2013/2014 after it was announced that there would be an increase of 25%. Cllr MacLeod was given a copy of the minutes of the Extraordinary meeting, but no Budget Forecast.

A copy of the Budget Forecast was brought to a subsequent meeting; Cllr MacLeod was forced to apply to FHDC, under the Freedom of information Act. For some information concerning the increased Precept.

Throughout the year, regularly, residents would request financial information at Parish Council meetings, but very little details were forthcoming from June 2013 no Minutes were posted on the Parish Council Website until November 2013. In September 2013 at the monthly Parish Council meeting, I requested a copy of the Annual Audited Accounts. I was told by the Chair that a few errors had to be corrected & then they would be available to the public.

In October 2013, at a monthly Parish Council meeting, I again requested this document & was told by the chair that it would be made available; I was not given a copy.

In November 2013, at the monthly Parish Council Meeting, I again raised the question of the Minutes not being posted on the Website & was assured that this would be done.

I then again requested a copy of the Annual Audited Accounts & was told by the chair that the document was available. The Clerk reiterated this by stating that the Accounts have been placed in the public notice board in the Millennium Centre. With other residents, after the meeting I went to the notice board, but there were no Accounts there.

On 13th November 2013 Cllr Graveston told me by email that the minutes had been placed on the website. I requested that the Annual Audited Accounts also be posted there. The Audited Accounts were not posted on the website. I was going to raise the issue at the December Parish Council Meeting, but it was cancelled.

As it was now in the time period for the new Precept to be set & the fact that I had continually been denied financial information & my option of recourse through the courts if those rights were denied. The Commission were not in a position to investigate the facts I had outlined, but took the course of action of forwarding my report to Accountants BDO, the Parish Council Auditors.

In January 2014, at the Parish Meeting, the Chair announced that a new Precept Rate had been set & provided Members with the Precept Budget Forecast. No Public meeting had been held to explain the details of the Precept Budget Forecast. After I was elected onto the Parish Council, I asked the Chair to allow me to place an item onto February Agenda: Public disclosure of Parish Council Finances.

In view of the negative responses from councillors, I sent a report to the Chief Executive Officer of St. Edmundsbury & Forest Heath District Council requesting guidance & advice to be offered to the Parish Clerk in respect of the parish finances. The object of my bringing this matter to the Parish Council is to ask the Parish Clerk to re-examine the procedures that are in place for disclosure of relevant financial information to the public & for the Parish Council to comply with all the relevant regulations in this respect in the 2013/2014 period.

A way forward to assist the Clerk could be for a finance Committee to be tasked with the remit to ensure accounts are fully up to date, have a scrutiny function & to build the budget for the following Precept in order for the Parish Council to set at a full meeting.

**Jeff Pyne -** A vote on the next step regarding the Dog Fouling solutions.

Proposed – Cllr Graveston

2ND – Cllr Drummond

Vote 5/1

**Woodchip for Orchid Drive Play area.**

3 quotations where shown to the Parish Council for the 100LT needed for the play area. £319.20 from B&Q

£209.00 from Wickes

£278.00 from Bussens & Parkin

It was decided that Bussens & Parkin would supply the Woodchip.

Proposed – Cllr Dicker

2ND – Cllr Drummond

All Agreed.

**Village Improvement Working Group**

Cllr Bloomfield & Cllr Downs will be on the working group as well as members of the community.

Proposed – Cllr Dicker

2ND – Cllr Graveston

All Agreed.

**Parish Notice board on Turnpike Road**

After speaking with Trisha Leverington the Practice manager at the Doctors surgery on Turnpike Road (they own the land that the notice board is on) it was decided that as the Parish Keeper has managed to fix the notice board this time that it will stay where it is but if the board is damaged again then we have permission to relocate the board to a better position on the land.

**Kebab Van**

The Trial period has come to an end & a vote was taken by the Parish Council to extend or cancel the agreement. It was voted to cancel the agreement.

Proposed - Cllr Graveston

2ND – Cllr Drummond

All Agreed

**New deal for phone & internet at the Sports Pavilion** – Deferred to next meeting

**Correspondence**

Letter from Forest Heath District Council regarding extended hours for street trading. The Parish Council have decided not to support the application for the Kebab Van own to extend his trading hours in Red Lodge.

**Planning Application**

**Application No: F/2013/0257/HYB –** The Parish Council strongly object to this planning application. The original comments that were made by Red Lodge Parish Council have not been taken into account. The village still has recurring problems with sewage that Anglian Water has not been able to solve. It looks like the only things that have changed on the plans are some buildings that have been moved around & there is no space for the new allotments. The Parish Council are not willing to support this application.

**Application No: DC/14/0082/OUT –** No Objections

**Finance & Resource Management**

**Payments In**

£140 Allotment Association

**Payments out**

SALC, New Clerks Course - £57.60

SALC, Standing Orders Course – £30.00

SALC, Local Council Administration Book - £60.00

Suffolk County Council, street lighting - £4,197.40

1 Stop Accountancy & Tax Ltd. - £243.00

Bussens & Parkin Ltd - £130.15

1 Stop Accountancy & Tax Ltd. - £36.00

Euroffice - £77.81

BT - £104.84 Direct Debit

E.On - £888.24 Direct Debit

Sky - £90.00 Direct Debit

**Finance & Resource Management**

Income & Expenditure Statement as at 31st January 2014

**Parish Council Sports Pavilion Total**

|  |  |  |  |
| --- | --- | --- | --- |
| **INCOME** |  |  |  |
| Precept | 0.00 | 0.00 | 0.00 |
| Bank interest | 14.44 | 0.00 | 14.44 |
| VAT Refunds | 572.94 | 0.00 | 572.94 |
| s.106Contributions | 0.00 | 0.00 | 0.00 |
| Commuted Sum | 0.00 | 0.00 | 0.00 |
| Other | 0.00 | 0.00 | 0.00 |
| Capital Grant | 0.00 | 0.00 | 0.00 |
| Pavilion Income | 0.00 | 2,989.77 | 2,989.77 |
| Total Income | 587.38 | 2,989.77 | 3,577.15 |

**EXPENDITURE**

|  |  |  |  |
| --- | --- | --- | --- |
| Staff Salaries & Employment Costs | 984.87 | 2,996.24 | 3,981.11 |
| Management Fee | 0.00 | 0.00 | 0.00 |
| Subscriptions & Donations | 0.00 | 75.00 | 75.00 |
| Insurances | 0.00 | 10.00 | 10.00 |
| Training | 73.00 | 0.00 | 73.00 |
| Audit Costs | 101.25 | 101.25 | 202.50 |
| Stationery, postage, & Computer Costs | 0.00 | 0.00 | 0.00 |
| Heat Light & Power | 0.00 | 740.20 | 740.20 |
| Public Lighting | 0.00 | 0.00 | 0.00 |
| Grass Cutting | 0.00 | 0.00 | 0.00 |
| Play Areas | 0.00 | 0.00 | 0.00 |
| s.137 | 0.00 | 0.00 | 0.00 |
| Millennium Centre | 0.00 | 0.00 | 0.00 |
| s.106 | 0.00 | 0.00 | 0.00 |
| VAT | 950.63 | 0.00 | 950.63 |
| Spending (from Commuted sum) | 0.00 | 0.00 | 0.00 |
| Professional Fees | 60.00 | 25.00 | 85.00 |
| Mileage & Travel | 9.44 | 9.44 | 18.88 |
| Sundry Expenditure (advertising, security, trade waste) | 19.50 | 19.50 | 39.00 |
| Petty Cash | 0.00 | 0.00 | 0.00 |
| General Maintenance | 1,748.92 | 1,748.92 | 3,497.84 |
| Equipment | 0.00 | 108.46 | 108.46 |
| Business Rates/Rent | 0.00 | 0.00 | 0.00 |
| Telephone/Internet | 100.99 | 71.87 | 172.86 |
| Bar Purchases | 0.00 | 1,403.41 | 1,403.41 |

|  |  |  |  |
| --- | --- | --- | --- |
| Total Expenditure | 4,048.60 | 7,309.29 | 11,357.89 |

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| --- | --- | --- | --- |
| **Income / (Expenditure)** | **(3,461.22)** | **(4,319.52)** | **(7,780.74)** |

Date of next Parish Council meeting will be held on 11th March 2014 at the Millennium Centre, Red Lodge, commencing at 7pm

Signed ………………………………… Date…………………………..

Chairman

Meeting closed at 8.15pm