



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

## Minutes of a Meeting of Red Lodge Parish Council

**Date:** Tuesday 29<sup>th</sup> May 2018

**Time:** 19:00

**Venue:** St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

**Present:** Cllr. Angie Sewell (Chairman)  
Cllr. Sandra Dwan (Vice Chairman)  
Cllr. Stephen Cash  
Cllr Vanessa Kovacevic  
Cllr. Ian Thompson

**In Attendance:** Clerk/RFO  
District Cllr. Carol Lynch  
Members of the public: 11  
Nominations: 2

**Notes:** The following documents will be appended to the signed minutes:-

- Agenda for 29.05.18

	Item	Action
1.	<b>Chair Person's welcome.</b>	
2.	<b>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.</b>	
3.	<b>Apologies for absence.</b>  Cllrs. Millar and Stanbury. The Chairman informed the meeting that Paul Henderson had resigned as a Councillor. <b>Noted and accepted</b>	
4.	<b>Declaration of interest.</b>  None declared <b>Noted</b>	
5.	<b>To receive nominations for the vacant posts of Councillors.</b> Paul Speed and Sylvia Davidson were co-opted onto the Council.  Proposed: Cllr. Sewell    Seconded: Cllr. Thompson <b>Resolved</b>	Clerk to file accordingly and update website.
6.	<b>Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes.</b>	
6.1	A Member of the public queried Agenda item 10.7, the Chairman explained that this item will not be discussed. The Council are awaiting a report from Suffolk FA following a recent pitch inspection	
7.	<b>Confirmation of Minutes of the meetings held on the 24<sup>th</sup> April 2018.</b>  The Minutes of the Red Lodge Parish Council Meeting held on the 24 <sup>th</sup> April 2018 were agreed as an accurate record and signed accordingly by the Chairman.  Proposed: Cllr. Thompson    Seconded: Cllr. Kovacevic <b>Resolved</b>	Clerk to file and distribute accordingly.
8.	<b>Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports.</b>	
8.1	Dist. Cllr. Lynch gave a brief overview on the White Star Stables planning application. <b>Noted</b>	

<p><b>8.2</b></p>	<p>The Chairman summarised the May 2018 SNT Newsletter:-</p> <ul style="list-style-type: none"> <li>• SNT will be carrying out targeted high visibility patrols during the evenings in Red Lodge as a result of increased ASB by youths.</li> <li>• There will be CPA stalls at the Millennium Centre, Red Lodge on 14/06 at 11am – 1pm.</li> </ul> <p><b>Noted</b></p>	
<p><b>9.</b></p>	<p><b>Financial Matters</b></p> <p><b>9.1</b> It was noted that the bank reconciliation statements for April 2018 have been verified and signed by Cllr. Henderson. <b>Noted</b></p> <p><b>9.2</b> Members approved all payments in April 2018 for both Parish and Pavilion accounts.  Proposed Cllr. Dwan    Seconded: Cllr. Thompson <b>Noted</b></p> <p><b>9.3</b> It was noted that the Bank Balances as stated on 23/05/2018 were as follows:-</p> <ul style="list-style-type: none"> <li>• Parish Bank Account    £197,497.92</li> <li>• Pavilion Bank Account £146,676.77</li> <li>• Deposit Account         £106,744.13</li> </ul> <p><b>Noted</b></p> <p><b>9.4</b> Members noted the receipt of the first part of the precept for 2018/19, for £55,441.00 on 27/04/2018. <b>Noted</b></p> <p><b>9.5</b> Members noted that the first instalment of the bi-annual grant of £6000, has been paid to the Millennium Centre on 15/05/2018. <b>Noted</b></p> <p><b>9.6</b> Members reviewed and approved the Internal Audit Report for year ending 2018, prepared by SALC.  Proposed: Cllr. Thompson    Seconded: Cllr. Dwan <b>Resolved</b></p> <p><b>9.7</b> Members reviewed and approved the Annual Internal Audit Report 2017/18, of the Annual Governance and Accountability Return 2017/18 Part 3.  Proposed: Cllr. Dwan    Seconded: Cllr. Sewell <b>Resolved</b></p>	

<p><b>9.8</b></p> <p><b>9.9</b></p> <p><b>9.10</b></p>	<p>Members reviewed and approved Section 1 - Annual Governance Statement 2017/18, of the Annual Governance and Accountability Return 2017/18 Part 3. This was signed accordingly by the Chairman and the Clerk.</p> <p>Proposed: Cllr. Cash    Seconded: Cllr. Kovacevik <b>Resolved</b></p> <p>Members reviewed and approved Section 2 – Accounting Statement 2017/18, of the Annual Governance and Accountability Return 2017/18 Part 3. This was signed accordingly by the Chairman.</p> <p>Proposed: Cllr. Dwan    Seconded: Cllr. Cash <b>Resolved</b></p> <p>Members noted the Notification of the Commencement Date of the Period of Exercise of Public Rights as Monday 4 June 2018 and ending on Friday 13 July 2018. <b>Noted</b></p>	<p>Clerk to publish the dates.</p>
<p><b>10.</b></p> <p><b>10.1</b></p> <p><b>10.2</b></p> <p><b>10.3</b></p> <p><b>10.4</b></p> <p><b>10.5</b></p>	<p><b>Discuss and approve any purchase (LGA 1972, s.111).</b></p> <p>Members ratified the hire of first aid cover for the summer Fun Day with Event Medical Solutions at a cost of £350.</p> <p>Proposed: Cllr. Dwan    Seconded: Cllr. Thompson <b>Resolved</b></p> <p>Members ratified the course in Emergency Paediatric Infant 7 Child First aid Level 3, for the operations manager at a cost of £70.</p> <p>Proposed: Cllr. Thompson    Seconded: Cllr. Dwan <b>Resolved</b></p> <p>Members ratified the purchase of a cylinder deposit and a gas refill from MBA, for the Summer event, at a cost of £ 131.60 inc. VAT.</p> <p>Proposed: Cllr. Kovacevik    Seconded: Cllr. Cash <b>Resolved</b></p> <p>Members ratified the purchase of gas regulators and a gas line, from Pubshop PRS Solutions, at a cost of £274.52 inc. VAT.</p> <p>Proposed: Cllr. Dwan    Seconded: Cllr. Thompson <b>Resolved</b></p> <p>Members discussed 2 quotes from CAS, for the purchase of a laptop for the Clerk/RFO, in compliance with General Data Protection Regulations:-</p> <ol style="list-style-type: none"> <li>1. Lenovo Ideapad 320-15ISK Laptop, at a cost of £720.00 (inc. VAT)</li> </ol>	<p>Clerk to arrange payment for the agreed purchases</p>

<p><b>10.6</b></p> <p><b>10.7</b></p>	<p>2. HP 250 G6 i5 Laptop 3KX90ES, at a cost of £ 624.00 (inc. VAT)</p> <p>Members agreed to proceed with quote 1.</p> <p>Proposed: Cllr. Dwan      Seconded: Cllr. Thompson <b>Resolved</b></p> <p>Members discussed 2 quotes from CAS, for the purchase of a tablet for each Member, in compliance with General Data Protection Regulations.</p> <ol style="list-style-type: none"> <li>1. Samsung Galaxy Tab A (2018), at a cost of £336.00</li> <li>2. Samsung Tab A7, Quad Core1.3GHz, at a cost of £168.00</li> </ol> <p>Members agreed to proceed with quote 2, for 9x tablets.</p> <p>Proposed: Cllr. Dwan      Seconded: Cllr. Thompson <b>Resolved</b></p> <p><b>10.7</b> This agenda item was withdrawn and Members did not consider the 2 quotes from SP Landscapes to treat the sports pitches with StimZyne, as the Council is awaiting a pitch inspection report from Suffolk FA. <b>All agreed</b></p>	
<p><b>11.</b></p>	<p>Members discussed and agreed the Annual Training Programme summarised below for Pavilion Staff (LGA 1972, s.111):-</p> <ul style="list-style-type: none"> <li>• Introductory LANTRA Course x1, cost £625 + VAT</li> <li>• Basic Winter Pitch/groundsman course x2, cost £270 + VAT</li> <li>• PA1/PA6 Training use of pesticides x3, £600</li> <li>• Basic General Health and Safety x3, plus possibly another x2 to attend the manual handling aspect £100</li> </ul> <p><b>Total Cost £ 1595 + VAT</b></p> <p>Proposed: Cllr. Dwan      Seconded: Cllr. Kovacevik <b>Resolved</b></p>	<p>Clerk to arrange payment for the agreed purchases</p>
<p><b>12.</b></p> <p><b>12.1</b></p>	<p><b>Planning Applications</b> <b>To Consider any Planning Applications :-</b> (To also consider Planning Applications submitted post-publication of the agenda)</p> <ul style="list-style-type: none"> <li>• <b>DC/18/0628/HYB</b> <b>Proposal:</b> Hybrid Planning Application – 1. Full Planning Application – Horse Racing Industry facility; (ii) 1no. dwelling/office and (iii) new access (following demolition of existing buildings to the south of the site) 2. Outline Planning application (means of access to be considered) (i) up to 100 no. dwellings and (ii) new access (following demolition of existing buildings to the north of the site)</li> </ul>	<p>Clerk to notify Planning.</p>

	<p><b>Location:</b> Former White House Stud, White Lodge Stables, Warren Road, Herringswell CB8 7QP.</p> <p>Members all agreed to object on the above planning application.</p> <p>Proposed: Cllr. Sewell    Seconded: Cllr. Thompson  <b>Resolved</b></p> <p><b>12.2</b></p> <ul style="list-style-type: none"> <li>• <b>DC/18/0692/HH</b>  <b>Proposal:</b> Householder Planning Application – Extension and conversion of existing garage to provide ancillary living accommodation to main dwelling.  <b>Location:</b> 3 Bennett Road, Red Lodge, IP28 8JT</li> </ul> <p>Members agreed to ‘No Comment’ on the above planning application.</p> <p>Proposed: Cllr. Dwan    Seconded: Cllr. Thompson  <b>Resolved</b></p> <p><b>12.3</b></p> <ul style="list-style-type: none"> <li>• <b>DC/18/0702/TPO</b>  <b>Proposal:</b> TPO/1994/03 – Tree Preservation Order – T1 Pine – (i) Remove lowest, large lateral back to main trunk (ii) Reduce limb above by 1 metre  <b>Location:</b> 28 Juniper Road, Red Lodge, IP28 8TX</li> </ul> <p>Members agreed to ‘No Comment’ on the above application.</p> <p>Proposed: Cllr. Dwan    Seconded: Cllr. Thompson  <b>Resolved</b></p> <p><b>12.4</b></p> <ul style="list-style-type: none"> <li>• <b>DC/18/0740/OUT</b>  <b>Proposal:</b> Outline Planning Application (All matters reserved) – 1 no. dwelling and garage  <b>Location:</b> 36 Warren Road, Red Lodge, Suffolk, IP28 8JH</li> </ul> <p>Members agreed to ‘No Comment’ on the above planning application.</p> <p>Proposed: Cllr. Kovacevik    Seconded: Cllr. Thompson  <b>Resolved</b></p> <p><b>12.5</b></p> <ul style="list-style-type: none"> <li>• <b>DC/18/0851/FUL</b>  <b>Proposal:</b> Planning Application – Vehicle de-pollution facility within a steel framed enclosure  <b>Location:</b> Vehicle Dismantlers Bridge End Road, Red Lodge, Suffolk. IP28 8LQ.</li> </ul> <p>Members agreed to ‘No Comment’ on the above planning application.</p>	
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	Proposed: Cllr. Thompson    Seconded: Cllr. Dwan <b>Resolved</b>	
<b>13.</b>	<b>Correspondence Received</b>	
<b>13.1</b>	<p>The Chairman read the correspondence received from Red Lodge Conservation Group, highlighting issues that require attention in Red Lodge:-</p> <ul style="list-style-type: none"> <li>• Street signing for the former post office on Bennett Road, should be removed as it is confusing new residents and visitors.</li> <li>• Spelling of the street sign for Heathersett Way on Clematis Close requires correction with a 'double t' for Heathersett.</li> <li>• Spelling of the street sign Scotts Pine Close, off Newmarket Road requires correction with 'one t' in Scotts.</li> <li>• No Car Parking signs are required for grass verges on Carnation way, Bennett Road and Turnpike Road.</li> <li>• The Council to seek advice in reducing the number of cars kept on the premises of 17 Turnpike Road.</li> <li>• Recommending tree planting along Warren Road and generally in Red Lodge</li> <li>• Recommending spring bulbs are planted in Red Lodge</li> <li>• Fly-tipping in areas of the SUDS ditches and around the shops has increased, requiring cleaning up.</li> <li>• Community events should be encouraged including litter picking, tree and bulb planting.</li> </ul> <p>Members all agreed that the Clerk should contact Suffolk County Council requesting them to (i) remove the Post Office sign in Bennett Road. (ii) complete the planting of trees on the right-hand side of Turnpike Road (towards Kennett).</p> <p>Members all agreed that the Clerk should contact Crest Nicholson requesting them to plant more trees in Red Lodge.</p> <p><b>Noted</b></p> <p>Proposed: Cllr. Dwan    Seconded: Cllr. Thompson <b>Resolved</b></p>	Clerk to contact the County Council
<b>13.2</b>	<p>The Chairman summarised the correspondence received from Forest Heath Local Plan Public Consultation on proposed modifications – single issue review of core strategy policy CS7 (SIR) and the site allocations local plan (SALP) – Wednesday 25 April *9am – Friday 8 June 5pm 2018.</p> <p><b>Noted</b></p>	

<p><b>13.3</b></p> <p><b>13.4</b></p> <p><b>13.5</b></p> <p><b>13.6</b></p>	<p><b>Members considered donating £250 to the following donation requests :-</b></p> <table border="1" data-bbox="304 264 1241 846"> <thead> <tr> <th>Organisation</th> <th>Members Decision</th> <th>Proposed and Seconded by</th> </tr> </thead> <tbody> <tr> <td>Parishioner, 1<sup>st</sup> Red Lodge Scout Group</td> <td>Rejected</td> <td>Proposed: Cllr. Kovacevik Seconded Cllr. Dwan</td> </tr> <tr> <td>East Anglia's Children's Hospices (each)</td> <td>Agreed</td> <td>Proposed: Cllr. Dwan Seconded Cllr. Thompson</td> </tr> <tr> <td>Age UK Suffolk</td> <td>Agreed</td> <td>Proposed: Cllr. Thompson Seconded Cllr. Dwan</td> </tr> <tr> <td>1<sup>st</sup> Red Lodge Scout Group</td> <td>Agreed</td> <td>Proposed: Cllr. Cash Seconded Cllr. Dwan</td> </tr> <tr> <td>The Voluntary Network</td> <td>Agreed</td> <td>Proposed: Cllr. Dwan Seconded Cllr. Thompson</td> </tr> <tr> <td>Suffolk Accident Rescue Service</td> <td>Agreed</td> <td>Proposed: Cllr. Thompson Seconded Cllr. Dwan</td> </tr> <tr> <td>West Suffolk Hospital</td> <td>Agreed</td> <td>Proposed: Cllr. Thompson Seconded Cllr. Dwan</td> </tr> </tbody> </table> <p><b>Resolved</b></p> <p>Members noted an email received from Growth, Highways and Infrastructure, stating that Sorrell Court has not been designed to SCC adoptable road standards.</p> <p><b>Noted</b></p> <p>Members noted an email received from Safeguarding &amp; Investigations Command, following the investigation of the criminal damage to the allotments. Unfortunately, there is currently no evidence.</p> <p><b>Noted</b></p> <p>Members considered an email received from a Parishioner, asking if the village should take on the grass cutting in Red Lodge. Members all agreed that it was too early to make a decision regarding this. It needs to be initially clarified which areas of grass will be cut by Forest Heath District Council.</p> <p><b>Resolved</b></p>	Organisation	Members Decision	Proposed and Seconded by	Parishioner, 1 <sup>st</sup> Red Lodge Scout Group	Rejected	Proposed: Cllr. Kovacevik Seconded Cllr. Dwan	East Anglia's Children's Hospices (each)	Agreed	Proposed: Cllr. Dwan Seconded Cllr. Thompson	Age UK Suffolk	Agreed	Proposed: Cllr. Thompson Seconded Cllr. Dwan	1 <sup>st</sup> Red Lodge Scout Group	Agreed	Proposed: Cllr. Cash Seconded Cllr. Dwan	The Voluntary Network	Agreed	Proposed: Cllr. Dwan Seconded Cllr. Thompson	Suffolk Accident Rescue Service	Agreed	Proposed: Cllr. Thompson Seconded Cllr. Dwan	West Suffolk Hospital	Agreed	Proposed: Cllr. Thompson Seconded Cllr. Dwan	<p>Clerk to arrange payment of the agreed donations.</p>
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<p><b>14.</b></p> <p><b>14.1</b></p> <p><b>14.2</b></p>	<p><b>Urgent Business</b></p> <p>Members discussed and agreed to upgrade to complete Fibre Business Broadband for the Parish Council line and to upgrade to Complete Business Broadband for the Sports Pavilion line, costing £55.90 plus VAT for the first 12x months (LGA 1972, s.111) .</p> <p>Proposed: Cllr. Kovacevik Seconded for : Cllr. Dwan</p> <p><b>Resolved</b></p>	<p>Clerk to proceed with the upgrade.</p>																								



<p><b>14.3</b></p>	<p>Members agreed a quotation from Vertas for one cut of the sports fields at a cost of £145.00.</p> <p>Proposed: Cllr. Thompson    Seconded for : Cllr. Kovacevik  <b>Resolved</b></p> <p>Members agreed a quotation from PSB Fire and Electric for the servicing of the fire extinguishers and fire blankets at an annual cost of £99 fire alarms, this will also include servicing of the emergency lighting and PATs testing at no additional charge.</p> <p>Proposed: Cllr. Dwan    Seconded for : Cllr. Sewell  <b>Resolved</b></p>	<p>Clerk            to  arrange  payments</p>
<p><b>15.</b></p>	<p><b>To confirm the date of the next Parish meeting scheduled for Tuesday 26 June 2018, to be held at St. Christopher’s Church, Boundary Road, Red Lodge. IP28 8JQ, commencing at 19:00</b></p> <p>The next meeting was confirmed as above.  (Note : The Clerk left the meeting at 20:15)</p>	<p>Clerk to make  the necessary  arrangements  for            the  meeting.</p>
<p><b>15.1</b></p>	<p><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></p> <p>Staffing issues were discussed and resolved. Confidential Report 290518-01.</p>	<p>Clerk to notify  the Members  of Staff of the  decisions  made.</p>

There being no further business the meeting closed at 20:50.