



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

## **Minutes of the Red Lodge Parish Council Meeting.**

**Date:** Tuesday 25<sup>th</sup> June 2019  
**Time:** 19:00  
**Venue:** St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

**Present:** Cllr. Leslie Smith (Chairman)  
Cllr. Richard Saul (Vice-Chairman)  
Cllr. Clare Bloomfield  
Cllr. Katrina Gibbins  
Cllr. Rita Hayward  
Cllr. Vanessa Kovacevic  
Cllr. Jemma Sheedy  
Cllr. Ian Thompson

**In Attendance:** Clerk/RFO  
C. Cllr. Robin Millar  
Dist. Cllr. Mick Bradshaw  
Dist. Cllr. Dawn Dicker  
Members of the public: 6

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

- Agenda for 25.06.19

	Item	Action
1.	<b>Chairperson's welcome</b>	
2.	<b>All those present are reminded of The Openness of Local Government Bodies Regulations 2014 and that the meeting may be filmed or recorded by any members of the public.</b>	
3.	<b>Apologies for absence.</b>  Apologies for the absence of Cllr. Lawson were received and approved.  Proposed: Cllr. Sheedy    Seconded: Cllr. Bloomfield <b>Resolved</b>	
4.	<b>Declaration of interest and application for dispensation</b>	
4.1	Cllr. Saul declared an interest on item 11.2. Cllr. Sheedy declared an interest on item 11.5. <b>Noted</b>	
5.	<b>Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes.</b>	
5.1	The Chairman of the Trustees for the Millennium Centre spoke about the tree outside the Millennium Centre. They have reported issues with the tree for 18 months to the parish council, the roots are causing a trip hazard and requested Red Lodge parish council to remove the tree. Click's Bar and Grill have agreed to purchase 2 saplings for Colourbox to plant these saplings as a replacement of the tree. <b>Noted</b>	
5.2	A representative for the PTA registered charity for St. Christopher's Primary School requested a donation from Red Lodge parish council. The school is in financial deficit. Funds are needed to purchase equipment for the early years. <b>Noted</b>	
6.	<b>Confirmation of Minutes of the meetings held on 14, 21 May and 7 June 2019.</b>  The minutes for the above meetings were agreed as accurate records and duly signed by the Chairman.  Proposed: Cllr. Thompson    Seconded: Cllr. Gibbins <b>Resolved</b>	
7.	<b>Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports.</b>	
7.1	Cllr. Millar congratulated the parish and district councillors for being elected. Cllr.	

	<p>Millar raised concerns of vehicular traffic on the A11 and A14 routes. Local parish councillors will present the issues to Highways engineers.</p> <p>The Clerk has contacted Cllr. Millar on several occasions regarding speed indicating devices (SID). Cllr. Millar will fund 1 SID for the parish and will forward details of where to purchase a (SID) on to the Clerk.</p> <p>Cllr. Millar suggested that the Clerk should arrange a meeting with the parish and district councillors to discuss the goals for the parish of Red Lodge.</p> <p>The chairman raised issues regarding Stephenson's buses speeding in the village, Cllr. Millar suggested the parish council to contact Stephenson's buses and that he will liaise with the Clerk.</p> <p>A parishioner questioned if the National Express can be diverted so that it travels along Turnpike Road, the service currently travels from Mildenhall up to the roundabout and then joins the A11. The Clerk was requested to contact the National Express.</p> <p><b>Noted</b></p> <p><b>7.2</b> Cllr. Dicker informed the meeting that a rural task force has been set up to identify rural issues such as policing and crime reports of hot spots.</p> <p>Cllr. Dicker held a meeting with West Suffolk Council (WSC) regarding grass cutting, WSC will implement a schedule for grass cutting and clarify who is responsible for maintenance of the grassed areas.</p> <p><b>Noted</b></p> <p><b>7.3</b> Cllr. Bradshaw thanked Cllr. Kovacevic for arranging the Sports Taster day on the 23<sup>rd</sup> June 2019.</p> <p><b>Noted</b></p>	
	<p><b>8. Financial and Clerks Reports</b></p> <p><b>8.1</b> Members to note that the bank reconciliation statements for May 2019 have been verified and signed by Cllr. Thompson.</p> <p><b>Noted</b></p> <p><b>8.2</b> Approval of all payments in May 2019 for Parish and Pavilion accounts.</p> <p>To Note the Bank Balances as of 19/06/19 for the following accounts:</p> <ul style="list-style-type: none"> <li>• Parish Bank Account £181,306.16</li> <li>• Pavilion Bank Account £116,038.89</li> <li>• Deposit Account £106,802.19</li> </ul> <p>Proposed: Cllr. Bloomfield    Seconded: Cllr. Sheedy</p> <p><b>Resolved</b></p> <p><b>8.3</b> Members noted that a VAT reclaim for £13,302.45 has been submitted to HM Revenue &amp; Customs, for February 2019 - end of April 2019.</p> <p><b>Noted</b></p> <p><b>8.4</b> Members agreed 4 councillor training sessions from SALC, for the following dates:</p>	

	<p>11, 18 July and 1, 8 August 2019.</p> <p>Proposed: Cllr. Thompson    Seconded: Cllr. Kovacevic  <b>Resolved</b></p>											
<p><b>9.</b></p> <p><b>9.1</b></p> <p><b>9.2</b></p> <p><b>9.3</b></p> <p><b>9.4</b></p> <p><b>9.5</b></p>	<p><b>Discuss and approve any purchase</b> (LGA 1972, s.111).</p> <p>Members considered a quote from SP Landscapes to supply and spread soil approximately 25mm thick to level playing surface:</p> <table border="1" data-bbox="320 517 1112 701"> <thead> <tr> <th>Pitch</th> <th>£ Cost (excluding VAT)</th> </tr> </thead> <tbody> <tr> <td>Kids football pitch</td> <td>3,600</td> </tr> <tr> <td>Rugby pitch</td> <td>8,000</td> </tr> <tr> <td>American football pitch</td> <td>5,800</td> </tr> <tr> <td>Adults football pitch</td> <td>8,000</td> </tr> </tbody> </table> <p>Members all agreed not to proceed with this quote.  <b>Resolved</b></p> <p>Members considered a quote from Onecom for a phone tariff (circulated to members), at a further reduced cost of £59.99 ex. VAT, with no price increases for 60 months. Members agreed to proceed with the above quote.</p> <p>Proposed: Cllr. Bloomfield    Seconded: Cllr. Thompson  <b>Resolved</b></p> <p>Members considered quotes (circulated to members) to replace the chain link fencing in Heatherset Way play area:</p> <ul style="list-style-type: none"> <li>i. iFence, £1,280 exc. VAT</li> <li>ii. S P landscapes, £1,595 exc.VAT</li> <li>iii. Landamores Group Ltd, £1026 inc. VAT</li> </ul> <p>Members agreed to defer this item to the next meeting</p> <p>Proposed: Cllr. Thompson    Seconded: Cllr. Sheedy  <b>Deferred</b></p> <p>Members agreed at a previous meeting an additional 16 hours for the Operations Manager to allow hand-over to the Groundsman. Members ratified an additional 16 hours for the Groundsman to work alongside the Operations Manager in the hand over.</p> <p>Proposed: Cllr. Gibbins    Seconded: Cllr. Thompson  <b>Resolved</b></p> <p>Members considered purchasing equipment from the Operations Manager. A list had been circulated to members. Members agreed to purchase the items for the sum of £640.</p>	Pitch	£ Cost (excluding VAT)	Kids football pitch	3,600	Rugby pitch	8,000	American football pitch	5,800	Adults football pitch	8,000	
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<p><b>9.6</b></p>	<p>Proposed: Cllr. Kovacevic    Seconded: Cllr. Thompson  <b>Resolved</b></p> <p>Members reviewed and agreed the renewal of the contract with TA Security, for the maintenance and inspection of the intruder alarm at a cost of £500 per annum.</p> <p>Proposed: Cllr. Sheedy    Seconded: Cllr. Bloomfield  <b>Resolved</b></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>Planning Applications</b>  <b>To Consider any Planning Applications :</b>          (To also consider Planning Applications submitted post-publication of the agenda).</p> <p><b>DC/19/0483/HH</b>  <b>Proposal:</b> Householder Planning Application – raise roof to create habitable space.  <b>Location:</b> 6 Warren Road, Red Lodge. IP28 8JU</p> <p>Members ratified the ‘No Comment’ submitted by the Clerk, prior to the consultation expiry date.</p> <p>Proposed: Cllr. Smith    Seconded: Cllr. Kovacevic  <b>Resolved</b></p> <p><b>DC/19/1015/RM</b>  <b>Proposal:</b> Reserved matters Application – Submission of details under Outline Planning Permission DC/18/1029/OUT, the means of access appearance, landscaping, layout and scale for the construction of 1no. dwelling, parking and access.  <b>Location:</b> Treetops, Land to South West of 44 Warren Road, Red Lodge. IP28 8JH.</p> <p>Members agreed to ‘No Comment’ on the above application.</p> <p>Proposed: Cllr. Bloomfield    Seconded: Cllr. Gibbins  <b>Resolved</b></p> <p><b>DC/19/1169/FUL</b>  <b>Proposal:</b> Planning Application – 11no. dwellings (in lieu of approved plots 143, 152, 153, 154, 158 and 200 within Phase B of the development granted under reference F/2013/0257/HYB)  <b>Location:</b> Land West of Larch Way, Red Lodge IP28 8YA</p> <p>Proposed: Cllr. Sheedy    Seconded: Cllr. Bloomfield  <b>Resolved</b></p>	
<p><b>11.</b></p> <p><b>11.1</b></p>	<p><b>Correspondence Received</b>          (To also consider correspondence post-publication of the agenda).</p> <p>Members noted advanced notice of consultation from Sunnica Energy Farm, with dates and venues from 17 June 2019 to 28 July 2019.</p>	

	<p><b>Noted</b></p> <p><b>11.2</b> Members considered the correspondence received from the Millennium Centre, regarding a trip hazard caused by a tree outside the centre. Members agreed to proceed with a quote circulated to members from SP Landscapes:</p> <ul style="list-style-type: none"> <li>• Fell the tree to ground level, grind stump to a minimum of 300mm below ground level and cut out the root under slabs.</li> <li>• All arisings to be removed leaving a clean and tidy site. £160 + VAT</li> </ul> <p>Proposed: Cllr. Thompson    Seconded: Cllr. Bloomfield</p> <p><b>Resolved</b></p> <p>Note: Cllr. Saul left the meeting for this item.</p> <p><b>11.3</b> Members agreed the release of the withheld funds for the delivery of the Turnpike newsletter. The full amount payable to Corporate Tiger is £300 per month for 10 months per annum.</p> <p>Proposed: Cllr. Sheedy    Seconded: Cllr. Bloomfield</p> <p><b>Resolved</b></p> <p><b>11.4</b> Members considered correspondence from a parishioner requesting the council to consider transferring the management of the sports pavilion to a Board of Trustees. Members agreed to consider all the possibilities of managing the pavilion and agreed to defer this item to the next parish council meeting in confidential.</p> <p>Proposed: Cllr. Bloomfield    Seconded: Cllr. Sheedy</p> <p><b>Resolved</b></p> <p><b>11.5</b> Members to consider requests for £400 donations from the following organisations:</p> <table border="1" data-bbox="320 1301 1316 1760"> <thead> <tr> <th>#</th> <th>Request</th> <th>Decision</th> <th>Proposed</th> <th>Seconded</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>The Voluntary Network</td> <td>Agreed</td> <td>Cllr. Bloomfield</td> <td>Cllr. Gibbins</td> </tr> <tr> <td>2.</td> <td>1<sup>st</sup> Red Lodge Rainbows and Brownies</td> <td>Agreed</td> <td>Cllr. Gibbins</td> <td>Cllr. Bloomfield</td> </tr> <tr> <td>3.</td> <td>Lodge United Ladies Football Club</td> <td>Deferred until club is set up</td> <td>Cllr. Sheedy</td> <td>Cllr. Bloomfield</td> </tr> <tr> <td>3.</td> <td>Baby Sensory Class</td> <td>Agreed</td> <td>Cllr. Sheedy</td> <td>Cllr. Smith</td> </tr> <tr> <td>4.</td> <td>Red Lodge Conservation Group</td> <td>Denied</td> <td>Cllr. Sheedy</td> <td>Cllr. Smith</td> </tr> <tr> <td>5.</td> <td>St. Christopher's CE Primary School</td> <td>Denied</td> <td>Cllr. Gibbins</td> <td>Cllr. Bloomfield</td> </tr> </tbody> </table> <p>Note: Cllr. Sheedy left the meeting for items 11.5 (2 and 5).</p> <p><b>Resolved</b></p> <p><b>11.6</b> Members considered correspondence received from a member of the public regarding the condition and maintenance of the football pitch. The chairman</p>	#	Request	Decision	Proposed	Seconded	1.	The Voluntary Network	Agreed	Cllr. Bloomfield	Cllr. Gibbins	2.	1 <sup>st</sup> Red Lodge Rainbows and Brownies	Agreed	Cllr. Gibbins	Cllr. Bloomfield	3.	Lodge United Ladies Football Club	Deferred until club is set up	Cllr. Sheedy	Cllr. Bloomfield	3.	Baby Sensory Class	Agreed	Cllr. Sheedy	Cllr. Smith	4.	Red Lodge Conservation Group	Denied	Cllr. Sheedy	Cllr. Smith	5.	St. Christopher's CE Primary School	Denied	Cllr. Gibbins	Cllr. Bloomfield	
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	<p>informed the meeting that Parkers Pitches will not provide any maintenance to the pitches until irrigation is in place.</p> <p>The Task and Finish Group were requested to contact the leaving vice-chairman to arrange a meeting in order to provide the council with an update on the bore-hole.</p> <p><b>Noted</b></p>	
<b>11.7</b>	<p>Members considered correspondence from a parishioner regarding issues of litter and a concrete post in Acer Way.</p> <p>The parishioner had not had any further issues, the council therefore agreed that no further action was required.</p> <p>Proposed: Cllr. Kovacevic Cllr. Bloomfield</p> <p><b>Resolved</b></p>	
<b>11.8</b>	<p>Members agreed to a request from an employee requesting the use of the pavilion in the summer, for a one-off community event for the Chatty Café, with all profits going to the Macmillan Cancer Support.</p> <p>Proposed: Cllr. Sheedy Cllr. Gibbins</p> <p><b>Resolved</b></p>	
<b>11.9</b>	<p>Members noted the receipt of a letter from 1<sup>st</sup> Red Lodge Brownies stating their opinions on the village following a walk around Red Lodge.</p> <p><b>Noted</b></p>	
<b>11.10</b>	<p>Members noted correspondence from Eclipse Planning Services (EPS) regarding a submission site allocation local plan, for site SA10a. EPS will update Red Lodge parish council on the progress at the next parish council meeting.</p> <p><b>Noted</b></p>	
<b>11.11</b>	<p>Members noted that the old Viking ride-on mower has been sold for the sum of £450.</p> <p><b>Noted</b></p>	
<b>11.12</b>	<p>Members noted correspondence from HMRC VAT Specialist, confirming that Red Lodge Parish council had passed the VAT review and thanking the clerk for the assistance provided during their enquiry.</p> <p><b>Noted</b></p>	
<b>12.</b>	<p><b>Urgent Business</b></p>	
<b>12.1</b>	<p>Members considered the purchase of a solar powered motor to open the skylight in the pavilion office, at a cost of £235 ex VAT from Velux.</p> <p>Members agreed to proceed with this purchase if it was more cost effective in comparison to the purchase of a portable air-conditioning unit.</p> <p>Proposed: Cllr. Sheedy Cllr. Gibbins</p> <p><b>Resolved</b></p>	

13.	<p><b>To confirm the date of the next Red Lodge Parish Council scheduled for Tuesday 30 July 2019, 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. <b>Noted</b></p>	
14.	<p>Members all resolved that under 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>Resolved</b> Note: The meeting was closed to the public at 20:50.</p> <p>14.1 An external company discussed proposals, refer to Confidential Report 250619-01. <b>Noted</b>  Note: Members all agreed to abandon Standing Order 13x at 21:00.  Proposed: Cllr. Bloomfield    Seconded: Cllr. Smith <b>Resolved</b></p> <p>14.2 A parishioner discussed proposals, refer to Confidential Report 250619-01. <b>Resolved</b></p> <p>14.3 Members discussed a staffing issue, refer to Confidential Report 250619-01. <b>Resolved</b></p> <p>14.4 Members discussed a recruitment issue, refer to Confidential Report 250619-01. <b>Resolved</b></p>	

There being no further business the meeting closed at 21:50.