



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 February 2020  
**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. Rita Hayward  
Cllr. Katrina Gibbins  
Cllr. Vanessa Kovacevic  
Cllr. Matthew Lawson  
Cllr. Jemma Sheedy

**In Attendance:** Clerk/RFO  
Nominations for co-option: 3  
LifeLink Representative  
Members of the public: 1

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

- Agenda for 25.02.20

	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 Dist. Cllrs. Bradshaw and Dicker were received.  <b>Noted</b>	
4.	<b>Declaration of interest and application for dispensation</b>  None <b>Noted</b>	
5.	<b>Members to consider the applications for co-option.</b>  Four applicants were considered for co-option. A vote by members concluded the co-option of Andrew Younger. <b>Resolved</b>	Clerk to inform WSC
6.	<b>Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes.</b>  No members of the public spoke. <b>Noted</b>	
7.	<b>Invited Speakers</b>  7.1 A representative of LifeLink Expansion discussed their projects to reduce loneliness and isolation. LifeLink are considering setting up a satellite service in Red Lodge. The service will be made available for those aged 16 years and over, offering seven free sessions. LifeLink are searching for premises offered to them at no charge. <b>Noted</b>	
8.	<b>Confirmation of Minutes of the meetings held on 28 January 2020.</b>  The minutes for the above meetings were agreed as accurate records and duly signed by the Chairman.  All agreed. <b>Resolved</b>	Clerk to file and distribute accordingly.

<p><b>9.</b></p> <p><b>9.0.1</b></p> <p><b>9.1</b></p> <p><b>9.2</b></p>	<p><b>Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports.</b></p> <p>C. Cllr. Drummond had circulated the January 2020 Monthly Parish Newsletter <b>Noted</b></p> <p>The Events Working Party provided an update of upcoming events: 27<sup>th</sup> March – art exhibition; 3<sup>rd</sup> April – Bingo; 8<sup>th</sup> May VE day celebrations. <b>Noted</b></p> <p>The Pavilion Extension Working Party will provide an update at the next parish council meeting. <b>Deferred</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>10.4</b></p> <p><b>10.5</b></p> <p><b>10.6</b></p> <p><b>10.7</b></p>	<p><b>Financial and Clerks Reports</b></p> <p>Members noted that the bank reconciliation statements for January 2020 have been verified and signed by Cllr. Sheedy. <b>Noted</b></p> <p>Members approved all payments in January 2020 for Parish and Pavilion accounts. <b>Noted</b></p> <p>Members noted the Bank Balances as of 19/02/20 for the following accounts:</p> <ul style="list-style-type: none"> <li>• Parish Bank Account £132,808.38</li> <li>• Pavilion Bank Account £102,242.87</li> <li>• Deposit Account £106,838.05</li> </ul> <p><b>Noted</b></p> <p>Members noted that a VAT reclaim for £960.47 has been submitted to HM Revenue &amp; Customs, for the period 01 November 2019 – 31 January 2020. <b>Noted</b></p> <p>Members reviewed and adopted the Investment Policy for Red Lodge Parish Council 2019/20. <b>Resolved</b></p> <p>Members reviewed the bank accounts held by the parish council. Independent financial advice will be sought by Cllr. Bloomfield on investing funds in other accounts. Cllr. Saul will circulate details of potential bank accounts for investment. <b>Noted</b></p> <p>Members all agreed to merge the parish and the pavilion bank accounts into one bank account and to release the funds in the pavilion bank account from ear marked reserves to general reserves. <b>Resolved</b></p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p>Cllrs. Bloomfield and Saul</p> <p>Clerk</p>

<p><b>10.8</b></p> <p><b>10.9</b></p> <p><b>10.10</b></p> <p><b>10.11</b></p> <p><b>10.12</b></p> <p><b>10.13</b></p>	<p>Members noted that the Internal Controls Statement 2019/20 was completed by Cllr. Sheedy on 12/02/2020. <b>Noted</b></p> <p>Members all confirmed that Red Lodge Parish Council meet the criteria for eligibility to use the General Power of Competence. <b>Resolved</b></p> <p>Members reviewed and adopted the Financial regulations for 2019/20. <b>Resolved</b></p> <p>Members reviewed and adopted the asset register 250219-01. <b>Resolved</b></p> <p>Members reviewed and adopted the Risk assessment and Management (Financial) for the Period 1 April 2019 to 31 March 2020. <b>Resolved</b></p> <p>Members noted that employees have been issued with new contracts for 2019/20. <b>Noted</b></p>	
<p><b>11.</b></p> <p><b>11.1</b></p> <p><b>11.2</b></p>	<p><b>Discuss and approve any purchase (LGA 1972, s.111).</b></p> <p>Members all agreed to proceed with the purchase and installation of a Kentec addressable fire alarm:</p> <ul style="list-style-type: none"> <li>• 1x Kentec SyncroLite Panel, 2x 7a/h batteries, 1x Zone plan (Electronic drawing required), Labour and Materials, Total £1310.83 Plus VAT, less discount of 20% = £1048.66.</li> </ul> <p><b>Resolved</b></p> <p>Members deferred the item below to the confidential part of the meeting:</p> <p>To consider (i) the renewal of grass cuttings and shrub cuttings with SP Landscapes or (ii) the purchase of a lawn mower for in-house cutting:</p> <ul style="list-style-type: none"> <li>i. Grass cutting Millennium Centre and play area, £60 per cut, based on 12 cuts per annum at 3 weekly cycles. Grass cutting on the Kings Warren Estate, £150 per cut, based on 12 cuts per annum at 3 weekly cycles. Shrub maintenance, £135 per visit, based on 6 visits per annum at 2 monthly visits.</li> <li>ii. RM756.0GC 212 Mower £1146.65 exc. VAT or Kubota pro Lawnmower £1062.50 exc. VAT</li> </ul> <p><b>Deferred</b></p>	<p>Clerk to proceed</p>
<p><b>12.</b></p> <p><b>12.1</b></p>	<p><b>Planning Applications</b></p> <p>Members noted that the final SHELAA (Strategic Housing and Economic Land</p>	

<p><b>12.2</b></p> <p><b>DC/20/0045/HH</b></p> <p><b>Proposal:</b> Householder Planning Application – (i) No front porch (ii) replacement roof over existing side extension <b>Location:</b> 23A Laburnum Close, Red Lodge IP28 8LR</p> <p>Members all agreed to ‘No comment’ on the above application. <b>Resolved</b></p> <p><b>12.3</b></p> <p><b>DC/20/0131/TPO</b></p> <p><b>Proposal:</b> TPO 01 (2001) Tree Preservation Order – 1 no Silver birch (T1 on plan T2 on order) – Fell <b>Location:</b> St. Christophers Church Boundary Road, Red Lodge, IP28 8JQ</p> <p>Members all agreed to ‘No comment’ on the above application. <b>Resolved</b></p>	<p>Availability Assessment) report has been published and is available for review. <b>Noted</b></p>	<p>Clerk to notify WSC.</p>
<p><b>13.1</b></p> <p>Members agreed to participate in the national campaign for litter picking: The Great British Spring Clean on the 4th April 2020 at 10am. The litter pick will be organised by the Events Working Party and led by Cllr. Bloomfield. <b>Resolved</b></p> <p><b>13.2</b></p> <p>Members all agreed to provide a donation to a local Red Lodge 8 a-side Football Team. <b>Resolved</b></p>	<p><b>13. Correspondence Received</b></p>	<p>EWP</p> <p>Clerk</p>
<p><b>14.</b></p> <p><b>To confirm the date of the next Red Lodge Parish Council scheduled for Tuesday 31 March 2020, 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>		<p>Clerk to arrange</p>
<p><b>15.1</b></p> <p>Members discussed a staffing issue. Please refer to Confidential Report 250220-01 <b>Resolved</b></p>	<p><b>15. Members all resolved 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>	

There being no further business the meeting closed at 20:40.