



Parish Office, Sports Pavilion, Hundred Acre Way, Red Lodge, Suffolk, IP28 8FQ  
01 638 551 257 <http://redlodgeparishcouncil.gov.uk>

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

**Date:** Tuesday 29 November 2022  
**Time:** 19:00  
**Venue:** St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

**Present:** Cllr. Richard Saul (Chairman)  
Cllr. Susan Houlder (Vice-Chairman)  
Cllr. Barry Botwright  
Cllr. Sandra Dwan  
Cllr. Chris Davison  
Cllr. Iona Tofan  
Cllr. Andrew Younger

**In Attendance:** Clerk/RFO  
D. Cllr. Dawn Dicker

**Non-Attendee:** 0

**Members of the Public:** 2

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

- Agenda for 29.11.22

	Item	Action
1.	<b>Chair Person's welcome.</b>	
2.	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>Noted</b>	
3.	<b>Apologies and acceptance for absence.</b>  Apologies were received from: C. Cllr Drummond - unable to attend. <b>Noted</b>	
4.	<b>Declaration of pecuniary and local non-pecuniary interests</b>  (i) To receive declarations of pecuniary, local non-pecuniary interests and personal interests in items on the agenda and their nature including gifts of hospitality exceeding £25 (ii) To receive requests for dispensation  Cllr. Houlder declared an interest on items 8.7 and 9.8. Cllr. Saul declared an interest on item 9.8. Cllr. Davison declared an interest on item 9.8  <b>Noted</b>	Chairman
5.	<b>Members of the public are invited to speak on any item on the agenda for up to 3 minutes. (Public session is maximum 15 minutes)</b>  No members of the public spoke. <b>Noted</b>	
6.	Members considered 1 co-option application for 1 vacant post of Councillor, for Red Lodge Parish Council. Members voted to co-opt Mr. Ryan Bell. <b>Resolved</b>	Clerk
7.	<b>Confirmation of Minutes of the meetings held on 25 October 2022.</b>  The minutes for the above meeting were agreed as accurate records and duly signed by the Chairman. <b>Resolved</b>	Clerk
8.	<b>Reports and Invited Speakers</b>	
8.1	<b>County Councillor</b> A newsletter was circulated to all members. <b>Noted</b>	

<p><b>8.2</b></p>	<p><b>District Councillors</b>  D.Cllr. Dawn informed the meeting that there is a Holiday Activity and Food programme (HAF) 2022, available in Suffolk, for those on benefits and in hardship. The parish council can apply to West Suffolk Council, for HAF to include activities in the village if required.  West Suffolk Council have rejected the application detailed on agenda item 11.5.  D.Cllr. Bradshaw had updated D.Cllr. Dicker on concerns of the traffic on Heatherset Way, Red Lodge.  <b>Noted</b></p>	
<p><b>8.3</b></p>	<p>The Police Newsletter was circulated to all members.  <b>Noted</b></p>	
<p><b>8.4</b></p>	<p><b>Update from Sunnica Working Party: Written representation and Statement of Common Ground.</b>  Open Floor Hearings and Issue Specific Hearings will be held on the 6<sup>th</sup>-9<sup>th</sup> December 2022. A meeting was held with Aecom to discuss the Statement of Common Ground, no matters were agreed. The Parish Alliance will prepare the statement on behalf of Red Lodge Parish Council.  <b>Noted</b></p>	
<p><b>8.5</b></p>	<p><b>Update from Pitch Maintenance Working Party</b>  Notice was served to Parkers Pitches to terminate the pitch maintenance contract, however there are some maintenance works outstanding on the contract.  Quotes for pitch maintenance have been obtained from Isleham Farms and Parkers Pitches. SP Landscapes declined the work  Quotes for equipment for in-house pitch maintenance have also been obtained for an aerator and a slitter, TNS, each at a cost of £313.50 exc. VAT.  A representative of Isleham Farms gave an overview of their services and had visually assessed the pitches with an agronomist. If the council proceeds with their services, they will tailor the maintenance to suit. The working party will meet in January 2023 to discuss the pitch maintenance program for next year.  <b>Deferred</b></p>	<p>PMWP</p>
<p><b>8.6</b></p>	<p><b>Update from Events Working Party</b>  The events working party held a meeting on Tuesday 8<sup>th</sup> November 2022, at the Red Lodge Millennium Centre to discuss events for 2023. A quiz night has been scheduled for Saturday 4<sup>th</sup> February 2023, a Bingo night will be organised in March/April and a family fun day on the 8<sup>th</sup> May 2023. The working party will collaborate with Red Lodge Millennium Centre to ensure that there are no conflicts with planned events.  <b>Noted</b></p>	<p>EWP</p>
<p><b>8.7</b></p>	<p><b>Update from the Lightwave Working Party.</b>  The parish council will officially write to the Senior Planning Officer at West Suffolk Council to seek advice on developments including retail, secondary education and a cemetery in Red Lodge.  The working party met with Lightwave on Monday 7<sup>th</sup> November 2022. A representative of Lightwave queried the purpose of the meeting as the focus had been on the potential development on the Northern land in Red Lodge North, rather</p>	<p>Clerk</p>

	<p>than a meeting to establish how the parish council can support Lightwave in their charitable work for Red Lodge. Lightwave are of the opinion that the support from the parish council is lacking and are concerned that the parish council may jeopardise their plans to build on the Northern Land in Red Lodge.</p> <p>The parish council confirmed their support for Lightwave and acknowledged Lightwave's outstanding services for the community. The parish council do not want Lightwave to leave the Sports Pavilion facility, as this will result in the facility losing the financial income and the services provided to the community. The parish council will need to consider how to manage the transition of Lightwave to other premises.</p> <p><b>Noted</b></p> <p><b>8.8 Update on Mildenhall/Red Lodge Rugby contract</b> The Chairman will arrange a meeting with the Rugby Club to discuss their contract and the hire charges.</p> <p><b>Deferred</b></p>	RS
	<p><b>9. Financial and Clerk Reports</b></p> <p><b>9.1</b> Members noted that the bank reconciliation statements for November 2022 have been verified and signed by Cllr. Younger. <b>Noted</b></p> <p><b>9.2</b> Members approved all payments in October 2022 for the Parish account. <b>Resolved</b></p> <p><b>9.3</b> Members noted the Receipts and Payments in October 2022 for the following: (i) Parish Bank Account      (ii) Deposit Bank Account      (iii) Petty Cash Council (iv) Petty Cash Pavilion      (iv) Credit Card <b>Noted</b></p> <p><b>9.4</b> Members reviewed and approved the Ear Marked Reserves as of 31/10/22. <b>Resolved</b></p> <p><b>9.5</b> Members noted the Bank Balances as of 23/11/22 for the following accounts:</p> <ul style="list-style-type: none"> <li>• Parish Bank Account    £285,661.84</li> <li>• Deposit Account        £106,908.33</li> </ul> <p><b>Noted</b></p> <p><b>9.6</b> Members noted that a VAT reclaim for £2195.71 for 01/08/2022 – 31/10/2022 was submitted to HMRC on 09/11/2022 and received from HMRC on 15/11/22. <b>Noted</b></p> <p><b>9.7</b> Members noted the receipt of £195 allocated by C.Cllr. Drummond on 26/10/2022, from Suffolk County Council, towards the removal of asbestos at the Red Lodge Millennium Centre. Members thanked C.Cllr. Drummond for the donation. <b>Noted</b> Note: Members agreed to apply Standing Order 10x, to allow an extension to the meeting. <b>Resolved</b></p>	

<p><b>9.8</b></p>	<p>Members discussed the draft budget and setting the budget for 2023-24. Members agreed for Cllr. Dwan to Chair the discussion regarding a grant for Red Lodge Millennium Centre. Note: Cllrs. Houlder and Saul left the meeting at 21:16, for the discussion regarding a grant for Red Lodge Millennium Centre. Members all agreed to reduce a donation to the Red Lodge Millennium Centre to £6000, with a review in 1 year. Members agreed to withhold the recruitment of a Groundsman Assistant and agreed to budget a salary for 6 months for the recruitment of temporary Grounds staff if required to assist through the busy season'. Members all agreed to set the 2023-24 budget at a demand of £211,385 with a precept request of £196,135. <b>Resolved</b></p>	<p>Clerk</p>
<p><b>9.9</b></p>	<p>Members reviewed and approved the Complaints Procedure Policy. <b>Resolved</b></p>	<p>Clerk</p>
<p><b>10.</b></p>	<p><b>Discuss and approve any purchase</b></p>	
<p><b>10.1</b></p>	<p>Members agreed a cheque payment of £25, for a Remembrance Day Poppy Wreath, to the Royal British Legion. <b>Resolved</b></p>	<p>Clerk</p>
<p><b>10.2</b></p>	<p>Members considered an upgrade of the computer software to Windows 10 and the replacement of 3x computer devices at a cost of £324 and £2097 respectively, Community Action Suffolk. Members agreed the former option, to upgrade the software to Windows 10, £324. <b>Resolved</b></p>	<p>Clerk</p>
<p><b>11.</b></p>	<p><b>Planning Applications</b> <b>To Consider any Planning Applications:</b></p>	
<p><b>11.1</b></p>	<p><b>DC/22/1870/FUL</b> <b>Proposal:</b> a. Four dwellings following demolition of existing dwelling; b. pedestrian and vehicular access <b>Location:</b> 66 Turnpike Road, Red Lodge, Suffolk. IP28 8GD.  Members agreed to ratify a 'No comment' <b>Resolved</b></p>	<p>Clerk</p>
<p><b>11.2</b></p>	<p><b>DC/22/1761/FUL</b> <b>Proposal:</b> a. Three dwellings; b. alterations to existing access road c. associated works <b>Location:</b> Land off Turnpike Road, Heath Farm Road, Red Lodge, Suffolk  Members agreed a 'No comment' <b>Resolved</b></p>	
<p><b>11.3</b></p>	<p><b>DC/22/1875/VAR</b></p>	

	<p><b>Proposal:</b> Variation of condition 2 of DC/21/2403/VAR to allow use of amended plans for two dwellings  <b>Location:</b> Land front of 56A Turnpike Road, Red Lodge, Suffolk.</p> <p>Members agreed a 'No comment'  <b>Resolved</b></p> <p><b>11.4 DC/22/1942/HH</b>  <b>Proposal:</b> Householder planning application – increase in roof ridge height and addition of one roof light and four dormers to enable loft conversion.  <b>Location:</b> 15 Parsley Close, Red Lodge, Suffolk. IP28 8GP.</p> <p>Members agreed a 'No comment'  <b>Resolved</b></p> <p><b>11.5 22/00472/RMM</b>  <b>Proposal:</b> Reserved matters pursuant to outline planning permission 18/00752/ESO, to construct 328no. one, two, three and four bedroom dwellings, 15 no. plots for self-build and custom housing, CLT office, associated infrastructure and public open space as the first phase of the residential development at Kennett Garden Village  <b>Location:</b> Phase 1B (First Residential Phase) Kennett Garden Village, Land Southwest of 98 to 138 Station Road, Kennett.</p> <p>Members agreed a 'No comment'  <b>Resolved</b></p> <p><b>11.6 DC/22/1927/HH</b>  <b>Proposal:</b> Householder planning application – porch extension  <b>Location:</b> 53 Burdock Road, Red Lodge, Suffolk IP28 8YU</p> <p>Members agreed a 'No comment'  <b>Resolved</b></p> <p><b>11.7 DC/22/1959/ADV</b>  <b>Proposal:</b> Application for advertisement consent – a. two non-illuminated box fascias b. one box fascia with internally illuminated lettering c. one projecting sign with internally illuminated lettering d. one externally applied vinyl around ATM d. one diabond graphic e. one internally applied vinyl f. plain frosting applied to window g. one wall mounted sign h. one internally illuminated totem sign.  <b>Location:</b> Retail Unit, Turnpike Road, Red Lodge, Suffolk.</p> <p>Members agreed a 'No comment'  <b>Resolved</b></p>	
<p><b>12.</b></p> <p><b>12.1</b></p>	<p><b>Correspondence Received</b></p> <p>Members noted the Play Area Inspection reports for October 2022.  <b>Noted</b></p>	

12.2	<p>Members discussed Heatherset Way road safety concerns and the implementation of a one-way traffic system. Members agreed to contact Highways for suggestions, the feasibility and the cost implications to implement a one-way system.</p> <p><b>Noted</b></p>	Clerk
12.3	<p>Members agreed to a request from Combat Kickboxing Academy to allow one of the youth responsible for the damage to the Red Lodge Sports Pavilion, to return to the premises, with the proviso that Combat Kickboxing will be held liable for any costs incurred due to damage, theft or vandalism.</p> <p><b>Resolved</b></p>	Clerk
12.4	<p>Members discussed the complaints received from The Pines Primary School and several residents, of dog waste on the paths to the school. West Suffolk council have installed further signage regarding dog waste, the path has been cleared and the faulty street lights have also been reported.</p> <p><b>Resolved</b></p>	
12.5	<p>Members noted that a Rural Mobility Survey has been completed and submitted on behalf of Red Lodge Parish Council.</p> <p><b>Resolved</b></p>	
12.6	<p>Members deferred the discussion on cycle and pedestrian pathways from Red Lodge to surrounding villages.</p> <p><b>Deferred</b></p>	Clerk
12.7	<p>Members noted the final decision for the Community Governance Review to amend the Worlington and Red Lodge Parish boundaries to include the properties on Chase Avenue (and properties accessed from Chase Avenue) to the Red Lodge Parish boundary on 1 April 2023.</p> <p>Members agreed to publish a welcome note to the residents, in the next issue of the Red Lodge Turnpike newsletter.</p> <p><b>Noted</b></p>	SD
12.8	<p>Members noted the correspondence from Suffolk County Council, informing of an approximate increase in costs of 12-20% for the energy and maintenance of the street lighting.</p> <p><b>Noted</b></p>	
12.9	<p>Members noted that 1<sup>st</sup> Red Lodge Scouts received a donation of daffodil bulbs further to their request for additional funding.</p> <p><b>Noted</b></p>	
12.10	<p>Members noted the new website launched by The Suffolk Resilience Forum and the Winter Ready Campaign.</p> <p><b>Noted</b></p>	
12.11	<p>Members deferred the request from Suffolk Archives for records on how communities marked the passing of Queen Elizabeth II and the Proclamation of HM</p>	Clerk

	King Charles III. <b>Deferred</b>	
<b>12.12</b>	Members noted the invitation from the Chair of West Suffolk, to the Civic Carol Service at 7pm on Monday 5 <sup>th</sup> December 2022, at St. Edmundsbury Cathedral.	
<b>13.</b>	<b>To confirm the date of the next Parish Council meeting scheduled for Tuesday 31 January 2023 at 19:00, St. Christopher's Church, 2 Boundary Road, Red Lodge. IP28 8JQ.</b> The next meeting was confirmed as above. <b>Noted</b>	Clerk
<b>14.</b>	Members resolved 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>	
<b>14.1</b>	Members discussed administration costs for the budget 2023-24. Please refer to Confidential Report 291122-01. <b>Resolved</b>	Clerk

There being no further business the meeting closed at 22:12