



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 25 October 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

In Attendance: Clerk/RFO
D. Cllr. Mick Bradshaw

Non-Attendee: Cllr. Chris Davison
Cllr. Andrew Younger

Members of the Public: 6

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

- Agenda for 25.10.22

	Item	Action
1.	Chair Person's welcome.	
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. Noted	
3.	Apologies and acceptance for absence. Apologies were received from Cllr. Younger - on holiday. Members all agreed to accept the above apologies. Resolved Apologies were received from: C. Cllr Drummond - unable to attend and D. Cllr. Dicker -family commitments. Noted	
4.	Declaration of pecuniary and local non-pecuniary interests (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 item 8.7 Noted	Chairman
5.	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) A representative of Red Lodge Lightwave informed the meeting that the charity had engaged with both the Warm Spaces and the Winter Response Funds. A resident queried if Cllr. Houlder was permitted to speak on agenda items relating to the Millennium Centre. The Clerk clarified that Cllr. Houlder was permitted to speak only for information purposes. Noted	
6.	Members considered 2 co-option applications for 1 vacant post of Councillor for Red Lodge Parish Council. Members voted to co-opt Mrs. Ioana Tofan. Resolved	Clerk
7.	Confirmation of Minutes of the meetings held on 27 September 2022. The minutes for the above meeting were agreed as accurate records and duly	Clerk

	signed by the Chairman. Resolved	
8.	Reports and Invited Speakers	
8.1	County Councillor A newsletter was circulated to all members. Noted	
8.2	District Councillors D.Cllr. Bradshaw received a complaint from a resident concerning fly-tipping in Magnolia Close and also a complaint regarding a parked caravan on a Highway. The parish council advised D. Cllr. Bradshaw to report the fly-tipping to West Suffolk Council and in regards to the parked caravan request the resident to write to the parish council. D. Cllr. Bradshaw raised road safety concerns regarding Heatherset Way and suggested a one-way traffic system. Members agreed to defer this matter to the next meeting. At the previous parish council meeting held on 27/09/2022 item 9.2, D.Cllr. Bradshaw had offered £200 funding towards the clearing up of the asbestos at the rear of Red Lodge Millennium Centre, however D. Cllrs. Bradshaw and Dicker were unable to secure the funding. D. Cllr. Bradshaw apologised to the parish council. Deferred	MB
8.3	The Police Newsletter was circulated to all members. Noted	
8.4	Update from Sunnica Working Party: Written representation and Statement of Common Ground. The parish council needs to submit a written representation by 11 th November 2022. The Chairman will contact the Parish Alliance regarding the Statement of Common Grounds. An assisted site visit has been registered for 1 person on Wednesday 2 nd November 2022. Noted	RS
8.5	Update from Pitch Maintenance Working Party Notice has been served to Parkers Pitches to terminate the pitch maintenance contract. Pitch maintenance quotes will be discussed at the next meeting. Deferred	PMWP
8.6	Update from Events Working Party The events working party agreed to arrange a meeting on Tuesday 8 th November 2022, held at the Red Lodge Millennium Centre to discuss events for 2023. Noted	EWP
8.7	Update from the Lightwave Working Party. The Lightwave working party agreed to arrange a meeting on Monday 7 th November 2022.	LWP

	Noted	
9.	Financial and Clerk Reports	
9.1	Members noted the bank reconciliation statements for September 2022 have been verified and signed by Cllr. Younger. Resolved	
9.2	Members approved all payments in September 2022 for the Parish account. Resolved	
9.3	Members noted and approved the Receipts and Payments in September 2022 for the following: (i) Parish Bank Account (ii) Deposit Bank Account (iii) Petty Cash Council (iv) Petty Cash Pavilion (iv) Credit Card Resolved	
9.4	It was noted that the ear marked reserves had reduced below £200,000 for the first time. Members reviewed the Ear Marked Reserves as of 30/09/22 and were satisfied with the figures. Resolved	
9.5	Members noted the Bank Balances as of 19/10/22 for the following accounts: <ul style="list-style-type: none"> • Parish Bank Account £292,516.27 • Deposit Account £106,896.91 Noted	
9.6	Members reviewed and approved the budget for the second quarter 2022/23. Resolved	
9.7	Members discussed a draft budget for 2023-24. Contingency funds, including a MUGA sinking fund need to be reviewed. Ear marked reserves need to be maintained as they are continually depleted. Members were concerned about bar takings and discussed the viability of opening the bar on Thursday evenings. The Chairman agreed to discuss this with Mildenhall/Red Lodge Rugby team as their contractual agreement is inclusive of the provision of a bar on Thursday evenings. Deferred	RS
9.8	Members considered the changes to holiday pay calculations, which allow zero hour contracts to accrue holiday pay. Members agreed to reduce the number of zero hour contracts to one zero-hour contract for the bar. Resolved	Clerk
10.	Discuss and approve any purchase	
10.1	Members considered the Suffolk Climate Action Community Match Funder Scheme. Financial contributions are requested from three parties. Members agreed to defer	Clerk

	<p>this item for 6 months</p> <p>Deferred</p>	
10.2	<p>In the absence of Cllr. Younger, members agreed to defer discussing cycle and pedestrian pathways from Red Lodge to surrounding villages.</p> <p>Deferred</p>	Clerk
10.3	<p>Members noted that free Covid-19 Test kits are available for residents at the Sports Pavilion. Members agreed to publish this in the Turnpike newsletter.</p> <p>Noted</p>	SD
10.4	<p>Members considered the request from the Parish alliance for a donation of £1500 towards Sunnica – Landscape Consultant Funding, Michele Bolger Expert Landscape Consultancy Ltd. Members agreed to donate £500 and suggest that the Parish Alliance contact local businesses for potential donations.</p> <p>Resolved</p>	Clerk
11.	<p>Planning Applications</p> <p>To Consider any Planning Applications:</p>	Clerk
11.1	<p>DC/22/1667/HH</p> <p>Proposal: Householder Planning application – extension and conversion to existing garage/workshop to form annexe.</p> <p>Location: 31 Bilberry Close, Red Lodge, Suffolk. IP28 8GD.</p> <p>Members agreed to ‘No comment’</p> <p>Resolved</p>	
12.	<p>Correspondence Received</p>	
12.1	<p>Members noted the Play Area Inspection reports for September 2022.</p> <p>Noted</p>	
12.2	<p>Members considered the correspondence regarding Love Parks Week, from Keep Britain Tidy. The deadline date to register has now passed, members agreed to defer this to the next year.</p> <p>Deferred</p>	Clerk
12.3	<p>Members agreed to progress with the Civility & Respect Pledge. Prior to signing the pledge, members will aim to achieve the necessary checklist requirements before the next elections. Free webinar training has been circulated to members, as well as the Civility and Dignity policy for members to consider. Members agreed to review this item in 3-5 months.</p> <p>Deferred</p>	Clerk
12.4	<p>Members considered the request by West Suffolk Council to raise awareness of Warm Homes Suffolk. Millennium Centre and Red Lodge Lightwave are both partaking. Members agreed that relevant information on the warm spaces should be published in the Turnpike newsletter.</p>	SD

	Noted	
12.5	Members noted the roadworks information from National Highways, regarding A11 Red Lodge Bypass (A11 Thetford to A11/A14 junction 38 merge). Noted	
12.6	Members noted the Parish Town and Forum on 16/11/2022 via Microsoft Teams. Noted	
12.7	Members noted the Suffolk Stop smoking service offering a 12 week supply of vapes to residents to help stop smoking. Members agreed to publish the relevant information in the Turnpike newsletter. Noted	SD
12.8	Members considered the Winter Response Fund from West Suffolk Council. Red Lodge Lightwave and Millennium Centre have both submitted applications. Noted	
12.9	Members considered funding from the Suffolk Public Mental Health Programme to support the Memorialisation of Covid across Suffolk. Members agreed that Red Lodge Lightwave are already tackling mental health issues in the village. Noted	
13.	To confirm the date of the next Parish Council meeting scheduled for Tuesday 29 November 2022 at 19:00, St. Christopher's Church, 2 Boundary Road, Red Lodge. IP28 8JQ. The next meeting was confirmed as above. Noted	Clerk
14.	To resolve 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.	
14.1	None advised	

There being no further business the meeting closed at 20:45