



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 31 January 2023  
**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. Ryan Bell  
Cllr. Barry Botwright  
Cllr. Chris Davison  
Cllr. Sandra Dwan  
Cllr. Andrew Younger

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

**Non-Attendee:** Cllr. Iona Tofan

**Members of the Public:** 3

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

- Agenda for 31.01.23

Minutes of Red Lodge Parish Council Meeting 31.01.2023

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Signed: \_\_\_\_\_ (Chairman)

Date: \_\_\_\_\_

	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: Cllr. Tofan – health reasons. <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 9.7 Cllr. Saul declared an interest on item 9.7.  <b>Noted</b>	
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. Ian Thompson. <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 of an energy bill scheme to assist with the cost of energy for those not linked to energy firms. West Suffolk Council will install 8x electric vehicle charging points in car parks across the borough.  Red Lodge Millennium Centre and Red Lodge Lightwave have both received funding towards warm spaces.  Electors will need photo ID to vote in May 2023.  Funding is still available from the district councillor’s locality budget before the end of March 2023.  <b>Noted</b>  (Note: D.Cllr. Dicker left the meeting at 19:19)</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</b>  The Sunnica planning application is at the final stages. Sunnica have acknowledged that there are risks involved with the battery energy storage systems, including the need for the fire services, the potential release of toxic gases and a subsequent need to shut windows procedures. An assisted site inspection is planned on 15<sup>th</sup> February 2023 and issue specific hearings on 16<sup>th</sup> and 17<sup>th</sup> February 2023. Members of the Sunnica Working Party were encouraged to register to attend.  <b>Noted</b></p>	<p>SWP</p>
<p><b>8.5</b></p>	<p><b>Update from Pitch Maintenance Working Party</b>  A quote for pitch maintenance from Vertas has been circulated to all members. There is currently no pitch maintenance contract in place for the sports field. A decision on a maintenance contract is required urgently. The Pitch Maintenance Working Party agreed to meet on 08/02/2023 to discuss this issue.  <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 (EWP) will be hosting a quiz night on Saturday 4<sup>th</sup> February 2023, the bar will open at 7pm, with an optional fish and chips supper. The EWP are planning a bingo evening on 8<sup>th</sup> May 2023 and an event for the Coronation of His Majesty King Charles III. The working party have recruited a non-council member. The party will next meet on 23<sup>rd</sup> February 2023.  <b>Noted</b></p>	<p>EWP</p>
<p><b>8.7</b></p>	<p><b>Update from the Lightwave Working Party.</b>  Red Lodge Lightwave have requested clarity on their hire of the sports facilities as it coincides with Mildenhall/Red Lodge Rugby hire. Lightwave expressed concerns that some of their volunteers had been rudely spoken to by certain members of the Rugby club. The Chairman will provide written clarification to both parties, that Lightwave will remain in the room and kitchen until 2pm.  During the cross-over of hire, the hirers must remain civil. Rugby have requested that the events room is cleared by Lightwave.  <b>Noted</b>  (Note: 19:50 D.Cllr. Bradshaw left the meeting).</p>	<p>RS</p>

<p><b>8.8</b></p>	<p><b>Update on Mildenhall/Red Lodge Rugby contract</b>  Cllrs. Houlder, Saul and Younger attended a meeting with Mildenhall/Red Lodge Rugby club regarding their hire. The club was informed that there will be no bar available on Thursday evenings effective from 09/02/2023, as it is no longer financially viable. The hire fees for the Rugby club have increased to £300 per month effective from 1<sup>st</sup> February 2023.  <b>Noted</b></p>	
<p><b>8.9</b></p>	<p><b>Update on allotment land</b>  Crest Nicholson have yet to confirm the legal transfer of the allotment land. The parish council will need to appoint legal representation.  <b>Deferred</b></p>	
<p><b>9.</b></p>	<p><b>Financial and Clerk Reports</b></p> <p><b>9.1</b> Members noted that the bank reconciliation statements for November 2022 and December 2022 have been verified and signed by Cllr. Younger.  <b>Noted</b></p> <p><b>9.2</b> Members approved all payments in December 2022 and January 2023 for the Parish account.  <b>Resolved</b></p> <p><b>9.3</b> Members noted the Receipts and Payments in December 2022 and January 2023 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 25/01/23.  <b>Resolved</b></p> <p><b>9.5</b> Members noted the Bank Balances as of 25/01/23 for the following accounts:  <ul style="list-style-type: none"> <li>• Parish Bank Account    £264,572.51</li> <li>• Deposit Account        £106,978.49</li> </ul> <b>Noted</b></p> <p><b>9.6</b> Members reviewed and approved the budget for the third quarter.  <b>Resolved</b></p> <p><b>9.7</b> Members discussed the Groundsman assistant vacancy and the budget set for 2023/24.  <b>(i)</b> Members agreed for Cllr. Younger to chair the meeting for the discussion of the grant for Red Lodge Millennium Centre.  (Note: Cllrs. Houlder and Saul left the meeting at 20:05 for the discussion regarding Red Lodge Millennium Centre).  <b>Resolved</b></p> <p><b>(ii)</b> Members discussed the correspondence received from Red Lodge Millennium</p>	<p>Clerk</p>

	<p>Centre requesting a higher sum of grant. Members all agreed the decision made for a donation of £6000 to the Red Lodge Millennium Centre, remains.</p> <p><b>Resolved</b> (Note: Cllrs. Houlder and Saul re-joined the meeting)</p> <p><b>(iii)</b> A resignation has been received from the Groundsman Assistant. Members agreed to recruit a Groundsman Assistant for 37 hours a week, at minimum wage. Members all agreed to revise the agreed budget 2023-24 to reflect the increase in salaries. Members all agreed the budget for 2023/24 at a demand of £217,385, with a precept request of £202,135 and a percentage increase of 5.29%.</p> <p><b>Resolved</b></p> <p><b>9.8</b> Members agreed to change the Clerk's email address to clerk@redlodgeparishcouncil.gov.uk as per the cabinet office rules.</p> <p><b>Resolved</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</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>Discuss and approve any purchase</b></p> <p>Members agreed the renewal of the vehicle insurance 08/02/23-07/02/24 for the 2x Kubota agricultural vehicles (Utility Vehicle and Ride-on Mower) with Zurich, £952.83.</p> <p><b>Resolved</b></p> <p>Members agreed to ratify the purchase of the boiler quote (i) Wright Mechanical Ltd. Members agreed to use the Sale of Assets Ear Marked Reserves to make payment:</p> <ul style="list-style-type: none"> <li>(i) Wright Mechanical Ltd. Commission heating, hot water system and issue commissioning certificate, £6000 + VAT.</li> <li>(ii) DK Mechanical Services Commission heating, hot water system and issue commissioning certificate, £7100 + VAT.</li> <li>(iii) Allied Building Services Replacement of unvented HWS cylinder and boiler, £8600 + VAT.</li> </ul> <p><b>Resolved</b></p> <p>Members considered the request for funding from Suffolk Accident Rescue Service (SARS). The parish council has a policy to fund local charities and groups, however members agreed if there is an unallocated donation, consideration would be given to donate to SARS.</p> <p><b>Resolved</b></p> <p>Members ratified a 12 months fixed contract for the electricity supply for the MUGA, quote (i) with SSE, commencing on 01/02/2023:</p> <table border="1" data-bbox="300 1765 1219 1912"> <thead> <tr> <th></th> <th>Supplier</th> <th>Standing Charge</th> <th>Unit Rate</th> <th>FIT</th> </tr> </thead> <tbody> <tr> <td>(i)</td> <td>SSE</td> <td>£83.92/Qtr</td> <td>43.755 p/kwh</td> <td>0.830p/kwh</td> </tr> <tr> <td>(ii)</td> <td>Scottish Power</td> <td>63.910 p/day</td> <td>55.390 p/kwh</td> <td>N/A</td> </tr> <tr> <td>(iii)</td> <td>Pozitive</td> <td>69.959 p/day</td> <td>48.330 p/kwh</td> <td>N?A</td> </tr> </tbody> </table>		Supplier	Standing Charge	Unit Rate	FIT	(i)	SSE	£83.92/Qtr	43.755 p/kwh	0.830p/kwh	(ii)	Scottish Power	63.910 p/day	55.390 p/kwh	N/A	(iii)	Pozitive	69.959 p/day	48.330 p/kwh	N?A	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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10.5	<p><b>Resolved</b></p> <p>Members agreed the payment of Sunnica Landscape Consultancy, Michele Bolger Sunnica Photovoltaic Development Consent Order (DCO) Process, £632.25 + £126.45 VAT.</p> <p><b>Resolved</b></p>	Clerk
11.	<p><b>Planning Applications</b></p> <p><b>To Consider any Planning Applications:</b></p> <p>None advised</p> <p><b>Noted</b></p>	
12.	<p><b>Correspondence Received</b></p> <p>12.1 Members noted the Play Area Inspection reports for November and December 2022. <b>Noted</b></p> <p>12.2 Members noted the response from Suffolk Highways rejecting the implementation of a one-way traffic system on Heatherset Way. <b>Resolved</b></p> <p>12.3 Members discussed the update from Suffolk Highways regarding the response received from the public consultation on the Hundred Acre Way, the response has been positive with negligible negative feedback. Members all agreed to proceed with the parking restrictions on Hundred Acre Way. <b>Resolved</b></p> <p>12.4 Members noted that voters will need photo ID to vote at the elections in May 2023. Application for Free ID is available on the gov.uk website. <b>Noted</b></p> <p>12.5 Members discussed the post office closure in Red Lodge. Eye have opened an outreach post office, members agreed for Cllr. Bell to obtain guidance from Eye on the setting up of a post office in Red Lodge. <b>Deferred</b></p>	Clerk          RB
13.	<p><b>To confirm the date of the next Parish Council meeting scheduled for Tuesday 28 February 2023 at 19:00, St. Christopher’s Church, 2 Boundary Road, Red Lodge. IP28 8JQ.</b></p> <p>The next meeting was confirmed as above.</p> <p><b>Noted</b></p>	Clerk
14.	<p><b>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.</b></p> <p>None advised</p> <p><b>Resolved</b></p>	

There being no further business the meeting closed at 21:00