



Parish Office, Sports Pavilion, Hundred Acre Way, Red Lodge, Suffolk, IP28 8FQ  
01638 551257 <http://redlodgeparishcouncil.gov.uk>

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

**Date:** Tuesday 26 March 2024  
**Time:** 19:00  
**Venue:** St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

**Present:** Cllr. Susan Houlder (Chairman)  
Cllr. Sandra Dwan (Vice-Chairman)  
Cllr. Michael Berry  
Cllr. Stewart Hobbs  
Cllr. Angie Sewell  
Cllr. Ian Thompson  
Cllr. Ioana Tofan

**In Attendance:** Clerk/RFO

**Non-Attendee:** Cllr. Andy Drummond

**Members of the Public:** 7

	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>  D.Cllr. Dicker – Attending West Suffolk Full Council meeting. <b>Noted</b>	Clerk
4.	<b>Declaration of pecuniary and local non-pecuniary interests</b>  (i) <b>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 £50.</b> Cllr. Houlter declared a non-pecuniary interest on agenda items 8.5 and 10.11. <b>Noted</b>  (ii) <b>To receive requests for dispensation</b> None received <b>Resolved</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.	<b>Members considered co-option applications for the 3 vacant post of Councillor for Red Lodge Parish Council.</b> None to consider. <b>Resolved</b>	
7.	<b>Confirmation of Minutes of the meetings held on 30 January 2024.</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>Suffolk County Council Representative – Secondary school location.</b>  Representatives of Concertus delivered a presentation considering 6 potential sites for a secondary school in Red Lodge and nearby areas (figure 1). Approximately 600-700 pupil placements will be required over the next 5-10 years. Feasibility	

studies were carried out to evaluate the 6 potential sites.

- **Site 1** is the preferred site, it is an ideal shape and is mostly a flat surface. The site is within a protected area for Stone Curlew. The site has low flood risks. The area allows pedestrian and cycle travel.
- **Site 2** is a less preferred site, it is within a protected area for Stone Curlew and comprises agricultural land and woodland. Concerns were raised of impacting the landscape and countryside. The site is remote and has restricted accessibility for cycling or walking.
- **Site 3** is considered unsuitable, access to the school would need to be directly from the A11, this is considered unacceptable by National Highways. This site is adjacent to a chalk quarry, which has health and safety implications. This site is a habitat for the protected Stone Curlew.
- **Site 4** is a less preferred site, it is within a protected area for Stone Curlew, any development would impact the rural aspects. The site has served as landfill. There are obligations to allow maintenance to Essex's Water tunnel.
- **Site 5** is a less preferred site, it is within a protected area for Stone Curlew and has dense vegetation which would have ecological impacts. This site has been used as landfill. This site lacks pedestrianised access.
- **Site 6** is considered unsuitable, it is in close proximity to the A11, raising noise issues. Concerns were raised for the impact on the SSSI habitat. This site has multiple land owners, as the school needs to be delivered by 2027, there is insufficient time to negotiate with multiple land owners.

Constraints and opportunities were considered for all 6 sites; it was concluded that site 1 is the preferred site.

Clerk



Figure 1: Site Options for a Secondary School

	<p>Members requested adequate traffic calming zones and road signage. Cycle lanes and public pathways would be necessary.</p> <p>Members raised concerns of the increased volume in road and people traffic through Red Lodge. This increase would have an impact on the condition of the roads and pavements, increasing surface deterioration, an increase in litter and anti-social behaviour. Members stated that sufficient funds will be needed for the long term maintenance of the area.</p> <p>The preferred site is in the boundary of Herringswell, Members queried Herringswell Parish Council's stance on the preferred site for a secondary school. Concertus had not yet met with Herringswell Parish Council and therefore were unable to comment on their stance.</p> <p><b>Noted</b></p> <p><b>8.2 County Councillor</b> A newsletter was circulated to all members. <b>Noted</b></p> <p><b>8.3 District Councillors</b> No reports <b>Noted</b></p> <p><b>8.4</b> The Police Newsletter was circulated to all members, it had no relevant reports. <b>Noted</b></p> <p><b>8.5 Representatives of the Red Lodge Lightwave Youth Committee.</b> The Lightwave Youth Worker thanked the Parish Council for the invitation to the meeting. The youth in the village want to have a voice and intend to prepare a presentation for a future Parish Council meeting. Members welcomed the idea and praised the youth for the initiative. <b>Noted</b></p> <p><b>8.6 Update from the Events Working Party (EWP)</b> Minutes have been circulated for the latest Events Working Party meeting. The EWP will investigate the costs for a 3 phase electrical supply for outdoor events. Members agreed to hire Bar staff for the Bingo events. Members agreed to purchase prizes for the Bingo events from The Works and Amazon. Two more Bingo events will be held in April and May, the EWP will then review future Bingo events. Members agreed to promote the events on the 'Next door' site. <b>Resolved</b></p> <p><b>8.7 Update from the Millennium Centre Working Party (MCWP).</b> The MCWP held a meeting at the request of the Millennium Centre trustees. The issues raised by the trustees have been previously raised and resolved. The minutes for the meeting have been circulated. <b>Noted</b></p> <p><b>8.8 Update on the Parish Council Surgeries.</b> One member of the public attended each surgery held so far. Issues raised included potholes, verges and litter.</p>	<p>Clerk</p> <p>Clerk CB EWP</p>
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	<p>Cllr. Berry volunteered to carry out litter picks and will consider working in conjunction with Red Lodge Scouts.</p> <p><b>Noted</b></p> <p><b>8.9 Update on Thermal Imaging.</b> Cllr. Thompson informed the meeting that the weather has been too warm to conduct surveys. Arrangements have been made to conduct the surveys in the cooler evenings. 8 surveys have been conducted so far, no major heat loss, bar 1, has been observed. The request for surveys has been well received. The camera will be returned on the 8<sup>th</sup> April 2024.</p> <p><b>Noted</b></p>	CB
	<p><b>9. Financial and Clerk Reports</b></p> <p><b>9.1</b> Members noted that the bank reconciliation statements for January 2024 and February 2024 have been verified and signed by Cllr. Thompson. <b>Noted</b></p> <p><b>9.2</b> Members approved all payments in January 2024, February 2024 to 20 March 2024 for the Parish bank account. <b>Resolved</b></p> <p><b>9.3</b> Members noted and approved the Income and Expenditure in January 2024, February 2024 to 20 March 2024 for the following: (i) Parish Bank Account (ii) Deposit Bank Account (iii) Petty Cash Council (iv) Petty Cash Pavilion (v) Credit Card <b>Resolved</b></p> <p><b>9.4</b> Members reviewed and approved the Ear Marked Reserves at 20/03/2024. <b>Resolved</b></p> <p><b>9.5</b> Members noted the Bank Balances at 20/03/24 for the following accounts:</p> <ul style="list-style-type: none"> <li>• Parish Bank Account £265,496.30</li> <li>• Deposit Account £108,223.74</li> </ul> <p><b>Noted</b></p> <p><b>9.6</b> Members reviewed and approved the budget as of 20/03/2024. <b>Resolved</b></p> <p><b>9.7</b> Members noted that a VAT reclaim for £1743.24 for 01/11/2023 – 31/01/2024, was submitted to HMRC on 03/03/2024 and has been received on 08/03/2024. <b>Noted</b></p> <p><b>9.8</b> Members noted that the Internal Audit, SALC has been confirmed for the 29<sup>th</sup> April 2024. <b>Noted</b></p>	Clerk

10.	<b>Discuss and approve any purchase</b>	
10.1	<p>Members considered quotes for the temporary repairs for the decking at the Sports Pavilion:</p> <ul style="list-style-type: none"> <li>(i) Dave Norman, £500</li> <li>(ii) Jack Kirwan, £260</li> <li>(iii) Tog Carpentry, £1200</li> <li>(iv) John Ward, £600</li> </ul> <p>Members agreed to ratify the quote agreed (i) Dave Norman, £500. Members agreed that Cllr. Dwan will obtain 3 quotes for a Structural Consultant to inspect the decking and provide a report on the works required.</p> <p><b>Resolved</b></p>	Clerk SD
10.2	<p>Members agreed to proceed with the quote for remedial works for the surge protection, for MDP and DB/2 installation and upgrade, PTSG, £2100 + VAT.</p> <p><b>Resolved</b></p>	Clerk
10.3	<p>Members considered the quotes for the vehicle insurance renewal for the Kubota ride-on mower and the Kubota utility vehicle:</p> <ul style="list-style-type: none"> <li>(i) Zurich Municipal, £952.83</li> <li>(ii) Clear Councils, £753.50</li> <li>(iii) Community Action Suffolk – Unable to provide a quotation</li> <li>(iv) BHIB Councils Insurance – Unable to provide a quotation</li> <li>(v) Yutree – Unable to provide a quotation</li> <li>(vi) NFU Mutual – Unable to provide a quotation</li> </ul> <p>Members agreed to ratify quote (ii) Clear Councils, £753.50.</p> <p><b>Resolved</b></p>	
10.4	<p>Members considered the quotes for the Emergency Lighting replacement:</p> <ul style="list-style-type: none"> <li>(i) To supply and install 24 emergency lights, Edson Electrical Services, £1950 exc. VAT</li> <li>(ii) To supply and install 24 emergency lights, AB Electrical, £1893.76 exc. VAT</li> <li>(iii) To supply and install 24 emergency light, Efire, £4101.11 exc. VAT</li> <li>(iv) Members agreed to proceed with quote (ii) Edson Electrical Services, £1950 exc. VAT</li> </ul> <p><b>Resolved</b></p>	Clerk
10.5	<p>Members agreed the replacement and installation of the trampoline in the Pavilion Play area, Huck Netting £5385.89 exc. VAT.</p> <p><b>Resolved</b></p>	Clerk
10.6	<p>Members agreed to proceed with the Decarbonisation Initiative Funding Agreement with Suffolk Street Lighting, towards the LED street light upgrade for Unit 874, on the footpath outside no. 22 Rosemary Close, £445.45.</p> <p><b>Resolved</b></p>	Clerk

<p><b>10.7</b></p>	<p>Members noted the receipt of the following donations from D.Cllr. Dicker (i) £500 towards the Cinema Bus, received on 04/03/2024 and (ii) £500 towards the Big Top, received on 11/03/2024.</p> <p>Members noted the receipt of the following donations from D.Cllr. Drummond (i) £500 towards the Cinema Bus, received on 18/03/2024 and (ii) £500 towards the Big Top, received on 18/03/2024</p> <p>Members thanked the District Councillors for the financial contributions.</p> <p><b>Noted</b></p>	
<p><b>10.8</b></p>	<p>Members noted the vacancy for a Part-Time Assistant Administrator has been advertised.</p> <p><b>Noted</b></p>	
<p><b>10.9</b></p>	<p>Members noted the receipt of £2702.03 on 04/03/2024 for the Feed in Tariff, for 10 February - 2023 – 3 December 2023, OVO Energy Ltd.</p> <p><b>Noted</b></p>	
<p><b>10.10</b></p>	<p>Members agreed the payment for the CCTV Renewal, 1<sup>st</sup> January 2024 – 31<sup>st</sup> March 2024, West Suffolk Council, £1875 exc. VAT.</p> <p><b>Resolved</b></p>	<p>Clerk</p>
<p><b>10.11</b></p>	<p>Members agreed the request from Red Lodge Lightwave, for Brandon Electricals to install electrical sockets in the Events Room of the Sports Pavilion, the cost will be borne by Lightwave.</p> <p><b>Resolved</b></p>	<p>Clerk</p>
<p><b>10.12</b></p>	<p>Members noted that Coca-Cola will replace the drinks fridge and supply a slim drinks fridge for the bar, at no cost.</p> <p><b>Resolved</b></p>	
<p><b>10.13</b></p>	<p>Members noted that the lines for telephone and broadband have been converted to digital by Open Reach. The contract with Onecom has been renewed at £200 per month for 60 months.</p> <p><b>Noted</b></p>	
<p><b>10.14</b></p>	<p>Members agreed the inventory and costs for street lighting and maintenance due for the 2023-2024 financial year, £3477.42, from Suffolk street lighting.</p> <p><b>Resolved</b></p>	<p>Clerk</p>
<p><b>10.15</b></p>	<p>Members noted the Data Protection with the Information Commissioner’s Office renewal is on 20/03/2024, payment of £35 has been made on 20/03/2024.</p> <p><b>Noted</b></p>	
<p><b>10.16</b></p>	<p>Members noted the cancellation date of the virtual terminal with Takepayments, is 26<sup>th</sup> April 2024.</p> <p><b>Noted</b></p>	
<p><b>10.17</b></p>	<p>Members agreed to proceed with the payment for the autumn granular fertiliser</p>	

<p><b>10.18</b></p>	<p>supply and treatment of the sports pitches, Vertas, £2168 exc. VAT. <b>Resolved</b></p> <p>Members considered the correspondence from West Suffolk Council regarding overflowing dog waste bins. Members agreed a replacement combined dog waste and litter bin, without installation for the Sports Pitch, West Suffolk Council, £454.50 exc. VAT. <b>Resolved</b></p>	<p>Clerk</p> <p>Clerk</p>
<p><b>11.</b></p> <p><b>11.1</b></p> <p><b>11.2</b></p> <p><b>11.3</b></p> <p><b>11.4</b></p>	<p><b>Planning Applications - To Consider any Planning Applications:</b></p> <p><b>DC/24/0131/HH</b> <b>Proposal:</b> Householder planning application – creation of first floor to provide habitable accommodation with associated fenestration. <b>Location:</b> 54A Turnpike Road, Red Lodge, Bury St. Edmunds, Suffolk. IP28 8JZ.</p> <p>Members to ratify a ‘No Comment, providing that the height of the building does not exceed the bungalows in the vicinity. <b>Resolved</b></p> <p><b>APP/F3545/W/23/3322445 – DC/22/1761/FUL:</b> <b>Proposal:</b> - Planning application - a. three dwellings b. alterations to existing access road c. associated works. <b>Location:</b> Land Off Turnpike Road, IP28 8LB.</p> <p>Members noted that the appeal was dismissed. <b>Noted</b></p> <p><b>DC/24/0235/TPO</b> <b>Proposal:</b> TPO01(1996) Tree preservation order - a. One Silver Birch (T05 on plan within A1 on order) reduce three secondary stems to crown by 1.5 metres; b. one Silver Birch (T6 on plan within A1 on order) fell; d. one Cherry (T23 on plan within T14 on order) fell; e. one Sycamore (T31 on plan within G3 on order) reduce lateral crown branches around lamp; f. one Poplar (G01 on plan and order, tagged as 0134) fell; g. One Poplar (G01 on plan and order) reduce co- dominant stem by up to six metres on North-East corner <b>Location:</b> Street Record Lime Close, Spearmint Way and Lily Close Red Lodge Suffolk</p> <p>Members agreed a ‘No Comment’ <b>Resolved</b></p> <p><b>DC/24/0215/HH</b> <b>Proposal:</b> Householder planning application – detached garage with first floor workshop/store. <b>Location:</b> 14 Boundary Road, Red Lodge, Bury St. Edmunds, Suffolk, IP28 8JQ</p> <p>Members agreed a ‘No Comment’ on condition that any windows do not overlook the children’s playground. <b>Resolved</b></p>	<p>Clerk</p> <p>Clerk</p>



<b>12.</b>	<b>Correspondence Received</b>	
<b>12.1</b>	Members considered the Play Area Inspection reports for February 2024 and March 2024. <b>Noted</b>	Clerk
<b>12.2</b>	Members noted the Phase 2 for Plug in Suffolk and that an application submitted for the Red Lodge Sports Pavilion car park, has been approved for the tender process. <b>Noted</b>	
<b>12.3</b>	Members noted the National Highways Public Information Event, Newmarket stand to discuss works on the A14 between junctions 35 and 50. <b>Noted</b>	
<b>12.4</b>	Members noted that 'Connecting Communities' provide door to door transport for those who find it difficult to use public transport, enabling passengers to travel locally. Contact telephone number 01638 664304, Monday to Friday 8am until 4pm. <b>Noted</b>	
<b>12.5</b>	Members agreed to the request from Planet Aid, to replace the existing clothes bank with a large clothes bank, in the Sports Pavilion car park. <b>Resolved</b>	Clerk
<b>12.6</b>	Members considered the correspondence received from Red Lodge Youth FC, regarding the pitch maintenance of the sports field. Members discussed the points raised regarding the pitch maintenance and the response circulated from the Supervisor. Members noted that the Pavilion Supervisor had also discussed these issues with the coaches for Red Lodge Youth FC and agreed that there were no further points requiring clarification. <b>Resolved</b>	Clerk
<b>12.7</b>	Members noted that West Suffolk Council have a spring (Easter) Holiday Activities and Food (HAF) Programme in West Suffolk, with a total of 1735 places in 124 sessions. <b>Noted</b>	
<b>12.8</b>	Members noted the update from Suffolk Highways, on the parking restrictions for Hundred Acre Way. Advertising will commence from 21 <sup>st</sup> March to 15 <sup>th</sup> April 2024, with a few extra days above the statutory 21-day period to allow for bank holidays. Members agreed to post the advertising dates on Facebook. <b>Resolved</b>	Clerk
<b>12.9</b>	Members noted the nomination period for the election of a Police and Crime Commissioner for Suffolk, commences 10am Friday 22 March 2024 until 4pm Friday 5 April 2024. The election will be held on Thursday 2 <sup>nd</sup> May 2024. <b>Noted</b>	

13.	<p><b>To confirm the date of the next Parish Council meeting scheduled for Tuesday 28 May 2024 at 19:00, St. Christopher’s Church, 2 Boundary Road, Red Lodge. IP28 8JQ.</b></p> <p>The next meeting was confirmed as above. The meeting was reminded that the Annual Parish Meeting will be held on the 7<sup>th</sup> May 2024. <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 (20:11)</b></p> <p>None advised</p>	

There being no further business the meeting closed at 20:37

DRAFT