



**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 30 January 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. Andy Drummond
 Cllr. Angie Sewell
 Cllr. Ian Thompson

In Attendance: Clerk/RFO

Non-Attendee: Cllr. Ioana Tofan

Members of the Public: 3

	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. Cllr. Tofan – Personal commitments. Members agreed to approve the above absence. Resolved D.Cllr. Dicker – Work commitments Noted	Clerk
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 £50. Cllr. Houlder declared a non-pecuniary interest on agenda items 8.4 and 12.6. Noted (ii) To receive requests for dispensation None received Resolved	
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) No members of the public spoke Noted	
6.	Members considered co-option applications for the 3 vacant post of Councillor for Red Lodge Parish Council. Members agreed to co-opt Stewart Hobbs and Michael Berry. Members agreed for both to join the meeting. Resolved	
7.	Confirmation of Minutes of the meetings held on 28 November 2023. The minutes for the above meeting were agreed as accurate records and duly signed by the Chairman. Resolved	Clerk
8.	Reports and Invited Speakers	

<p>8.1 County Councillor A newsletter was circulated to all members. An update was provided on the proposed double yellow lines on Hundred Acre Way. The Design Engineer will liaise with Suffolk Legal to request an advertising date in March 2024. The advertising period will last for 3 weeks, during which notices will be provided on site and also on Suffolk County Council’s website. Following advertisement, a Traffic Regulation Orders (TRO) decision report will be submitted to the Head of Transport Strategy and the Cabinet Member for Economic Development, Transport Strategy and Waste, for a final decision. On approval of the TRO, arrangements will be made for the necessary signage and road marking works on the ground. The expected timescales for completion are in late summer of 2024. Progress is being made for a secondary school, a site has been identified outside of the parish of Red Lodge, with intentions of the school occupied by 2026. Noted</p> <p>8.2 District Councillors D.Cllr. Drummond informed the meeting that agenda item 12.11, the West Suffolk Plan consultation, has been approved by the Full Council. The consultation will go out to the public. Noted</p> <p>8.3 The Police Newsletter was circulated to all members. There was no significant news. Noted</p> <p>8.4 Representatives of the Red Lodge Lightwave Youth Committee. No representatives attended the meeting. Noted</p> <p>8.5 Update from the Events Working Party A member of the Events Working Party informed the meeting that the Children’s Christmas party was a success, however more volunteers were needed Volunteers are also needed for the Big Top event planned for 22nd June 2024, this has been preliminary booked. Members requested funding for the event, from D.Cllrs. Dicker and Drummond and C.Cllr. Drummond.</p> <p>A cinema bus is planned for the autumn of 2024, the cost to hire the cinema including the operator is £1000. Films cost between £300 and £400 each to hire. The event could show a children’s film in the morning and in the afternoon and an adult film in the evening. The cinema seats 98 people. The working party could sell popcorn, hotdogs and soft drinks. Members all agreed to proceed with the cinema bus. Funding was requested from the D.Cllrs. Dicker and Drummond and C.Cllr. Drummond.</p> <p>Cllr. Houlder is no longer able to volunteer for the Events Working Party and M. Casey is no longer able to volunteer, however will assist with administration. Members agreed for Cllr. Berry to join the Events Working Party. Resolved</p>	Clerk
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8.6	<p>Update from the Millennium Centre Working Party (MCWP). The MCWP held a meeting, they have agreed to meet bi-monthly. At the next meeting the terms of reference for the group will be finalised. Noted</p>	
9.	<p>Financial and Clerk Reports</p> <p>9.1 Members noted that the bank reconciliation statements for November and December 2023 have been verified and signed by Cllr. Thompson. Noted</p> <p>9.2 Members approved all payments in November and December 2023 for the Parish bank account. Resolved</p> <p>9.3 Members noted and approved the Income and Expenditure in November and December 2023 for the following: (i) Parish Bank Account (ii) Deposit Bank Account (iii) Petty Cash Council (iv) Petty Cash Pavilion (v) Credit Card Resolved</p> <p>9.4 Members reviewed and approved the Ear Marked Reserves at 31/12/2023. Resolved</p> <p>9.5 Members noted the Bank Balances at 20/10/23 for the following accounts:</p> <ul style="list-style-type: none"> • Parish Bank Account £279,465.78 • Deposit Account £107,985.15 <p>Noted</p> <p>9.6 Members reviewed and approved the budget for the third quarter 2023-24. Resolved</p> <p>9.7 Members noted that Red Lodge Parish Council is Payment Card Industry Data Security Standard compliant. Members agreed to trial the compliancy with IT support. If this was found not to be viable, then the Council would consider hiring the services of Barclaycard to assist with the compliancy, currently costing £15.99 + VAT per month. Noted</p> <p>9.8 Members noted the Precept Application submission on 30/11/2023. Noted</p> <p>9.9 Members noted that all staff contracts have been reviewed and updated accordingly. Noted</p> <p>9.10 Members approved the Internal Controls Statement and noted that the Internal Controls System has been completed by Cllr. Thompson. Resolved</p>	<p>Clerk</p> <p>Clerk</p>

<p>9.11</p>	<p>Members considered reducing Parish Council meeting dates for 2024/25 and agreed the following dates: 2024 - 30/01; 26/03; APM 07/05; AM 28/05; 25/06; 30/07; 24/09; 26/11. 2025 - 28/01; 25/03 Resolved</p>	<p>Clerk</p>
<p>9.12</p>	<p>Members reviewed and approved the asset register 300124-01, with a value of £278343. Resolved</p>	<p>Clerk</p>
<p>10.</p>	<p>Discuss and approve any purchase</p>	
<p>10.1</p>	<p>Members discussed the decking repairs and funding approval for the Red Lodge Sports Pavilion. Members agreed to initially carry out temporary repairs to the decking, estimated costs of £600-800. Members agreed to seek advice for the most suitable option for repair or replacement, from a structural engineer, estimated at a cost of £400. The Council will then invite quotes for the work recommended and apply for s106 funding for the work proposed. Resolved</p>	<p>Clerk SD</p>
<p>10.2</p>	<p>Members agreed to incorporate Annual Chafer Grub Treatment on 3x pitches, Vertas, £2820 +. VAT. Resolved</p>	<p>Clerk</p>
<p>10.3</p>	<p>Members deferred the quote for remedial works for the surge protection, for MDP and DB/2 installation and upgrade, PTSG, £2100 + VAT. A Member requested sight of the quote from PTSG and photographs of the fuse boards. Deferred</p>	<p>Clerk SH</p>
<p>10.4</p>	<p>Members noted that West Suffolk Council do not have any football goal posts or funding for the purchase of football goal posts. Noted</p>	
<p>10.5</p>	<p>Members discussed the renewal of Vehicle Insurance for Kubota Ride on Mower and Utility Vehicles, Zurich, £1048.11. Quotes from BHIB and CAS had still not been received, the insurance is valid up to 7th February 2024. Members agreed to seek renewal quotes from 2 other insurance companies; Yutree and NFU Mutual. Members delegated the decision for renewal to the Clerk. Resolved</p>	<p>Clerk</p>
<p>10.6</p>	<p>Members agreed Accounts On-line Year End Closure 2023/24, Rialtas, £868. Resolved</p>	<p>Clerk</p>
<p>11.</p>	<p>Planning Applications - To Consider any Planning Applications:</p>	
<p>11.1</p>	<p>DC/23/1268/FUL – Re-consultation in Respect of a Planning Proposal. Proposal: Planning application – a. sub-division of existing Nisa store to one retail unit (Class E (a)) and one hot food takeaway (sui generis) or retail unit (Class E(a)) b.</p>	<p>Clerk</p>

	<p>additional external alterations. Location: Unit 1, Bellflower Crescent, Red Lodge Suffolk, IP28 8XQ Members agreed to ratify a 'No Comment'. Resolved</p>	
11.2	<p>Worlington Neighbourhood Plan Submission (Regulation 16) Consultation. Members agreed a 'No Comment'. Resolved</p>	Clerk
12.	<p>Correspondence Received</p>	
12.1	<p>Members noted the Play Area Inspection reports for November 2023 - January 2024. Several areas had been highlighted as 'Moderate Risks'. Members suggested posting on Facebook, a table of works required in the corresponding play areas, with estimated times for completion. Noted</p>	Clerk
12.2	<p>Members noted the sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England for 2024/25 is £10.81. Noted</p>	
12.3	<p>Members agreed a rota and noted the dates confirmed for the Parish Council Surgeries, to be held at 6pm-7:30pm: Red Lodge Sports Pavilion: 10th January – Cllrs. Sewell and Thompson; 6th March - Cllrs. Dwan and Thompson; 8th May 2024 – Cllrs. Houlder and Thompson. Red Lodge Millennium Centre: 7th February – Cllrs. Sewell and Thompson; 10th April – Cllr. Thompson; 5th June 2024 – Cllr. Thompson. Cllr.Berry agreed to observe some of the Parish Council surgeries. Resolved</p>	Members
12.4	<p>Members considered the updates on Sunnica and agreed to ratify the response submitted on behalf of Red Lodge Parish Council. Members agreed with the comments submitted by the Parish Alliance. Resolved</p>	
12.5	<p>Members considered marking the 80th anniversary of D-Day, on 6th June 2024 - The end of WWII on 6th June 1944. Members considered holding a service, possibly around the war memorial. Members agreed to ask St. Christopher's Church, if they would be able to perform the service. Resolved</p>	Clerk
12.6	<p>Members considered the request from Red Lodge Lightwave, for permission for the installation of electrical sockets by Brandon Electricals, £545.60 + VAT and also a request to switch off the water supply in the foodbank. The costs of which, will be borne by Red Lodge Lightwave. Members had inspected the Sports Pavilion premises and were not satisfied with the request for the installation of the electrical sockets and switching off the water supply. Concerns were raised for Health and safety, and the potential voidance of insurance.</p>	Clerk

	Members delegated this issue to the Clerk to resolve. Resolved	
12.7	Members considered the additional capital funding for road sign maintenance. Members agreed that the signs for the Doctor's surgery and the Red Lodge Millennium Centre are damaged. Cllr. Drummond requested photographs of the signs to be considered for maintenance. Resolved	Clerk AD
12.8	Members noted the next Parish and Town forum will be held in person at Mildenhall Jubilee Centre, Recreation Way, Mildenhall, IP28 7HG, from 7pm to 8.30pm, on Monday 18 March 2024 Noted	
12.9	Members noted that a salt grit bin has been installed on the footpath to The Pine's Primary School. Members thanked D.Cllr. Dicker for funding the purchase of the grit bin. Noted	
12.10	Members noted the Phase 2 for Plug in Suffolk and that an application has been submitted for the Red Lodge Sports Pavilion car park. Clarification has been sought on the responsibility for the electricity charges. Noted	Clerk
12.11	Members noted that the West Suffolk Local Plan submission consultation commences at 9am Tuesday 30 th January 2024 and closes at 5pm Tuesday 12 th March 2024. Noted	
12.	To confirm the date of the next Parish Council meeting scheduled for Tuesday 26 March 2024 at 19:00, St. Christopher's Church, 2 Boundary Road, Red Lodge. IP28 8JQ. The next meeting was confirmed as above. Noted	Clerk
13.	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)	
13.1	Members discussed staffing issues. Refer to Confidential Report 300124-01 Resolved	Clerk

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