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To Members of Red Lodge Parish Council

Membership:

Sandra Dwan (Chairman); Angela Sewell (Vice-Chairman); Michael Berry; Andy Drummond; Sue Houlder; Patricia Judd; Ian Thompson.

You are duly summoned to attend the Meeting of Red Lodge Parish Council to be held on:

Date: Tuesday 25 March 2025

Time: 19:00

Venue: St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

AGENDA

	Item
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.
3.	Apologies and acceptance for absence.
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 (ii) To receive requests for dispensation
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)
6.	Members to consider co-option application(s).
7.	Confirmation of Minutes of the meeting held on 28 January 2025.
8.	Reports and Invited Speakers:
8.1	County Councillor
8.2	District Councillors
8.3	Police Newsletter
8.4	Update from Events Working Party
9.	Financial and Clerk Reports
9.1	Members to note that the bank reconciliation statements for January 2025 and February 2025, have been verified and signed by Cllr. Thompson.
9.2	Members to approve all payments in January 2025 to 19 March 2025.
9.3	Members to approve the Receipts and Payments in January 2025 to 19 March 2025 for the following:

	(i) Parish Bank Account (ii) Deposit Bank Account (iii) Petty Cash Council (iv) Petty Cash Pavilion (v) Credit Card
9.4	Members to note the Bank Balances as of 19/03/25 for the following accounts: <ul style="list-style-type: none"> • Parish Bank Account £339,650.83 • Deposit Account £109,430.99
9.5	Members to note the Ear Marked Reserves at 19/03/25.
9.6	Members to review and approve the budget as of 19/03/25.
9.7	Members to note that a VAT reclaim for £2869.45 for 01/11/2024 – 31/01/2025, was submitted to HMRC on 28/02/2025 and was received on 06/03/2025.
9.8	Members to review the Parish Council meeting dates and venue for 2025/26.
9.9	Members to consider the advertisement of a Parish Council vacancy for co-option.
9.10	Members to review and approve the Asset Register 250325-01.
9.11	Members to review and approve Financial Regulations 2025.
9.12	Members to note The Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for the year 2025-26, is £11.10.
9.13	Members to note the internal audit, SALC will be conducted week commencing 28/04/25 - 02/05/25.
9.14	Members to consider adding a bank signatory.
9.15	Members to review and approve the Anti-Harrassment and Bullying policy.
9.16	Members to note as of 1 st April 2025, the National Minimum Wage (NMW), including the National Living Wage (NLW) will increase to the following: National Living Wage (21 and over) - £12.21 per hour; 18-20 year old rate - £10.00 per hour; 16-17 year old rate - £7.55 per hour; Apprentice rate - £7.55 per hour.
9.17	Members to note that the Internal Controls have been completed by Cllr. Thompson.
10.	Discuss and approve any purchase (LGA 1972, s.111).
10.1	Members to consider the invoice for Street Lighting Maintenance and Energy for 1 st April 2024- 31 st March 2025, Suffolk Highways, £3130.87 exc. VAT.
10.2	Members to note the renewal of the Data Protection fee on the 20/03/2025, Information Commissioner's Office, £52.
10.3	Members to consider the quote for the hire of a Pump Track, Fast Traxx, £938, including an initial deposit payable of £200.
10.4	Members to consider the quote for a giant assault course, wipeout, soft play and trampoline, The Fun Firm, £2700 + VAT, including an initial deposit payable of £810.

10.5	Members to consider the quote to verify all devices and zoning of the fire alarm system and produce a pictorial zone chart, EFire, £595 + VAT.
10.6	Members to consider the renewal of the MPLC Blanket licence, covering 25.04.25-24.04.26, Motion Picture licensing Company Ltd., £508.61 inc. VAT.
10.7	Members to consider the refund of room hire, Red Lodge Lightwave, £700.
10.8	Members to consider the grant application from Suffolk Libraries, for the Red Lodge pop up library.
10.9	Members to consider the quote for maintenance of trees in Heatherset Play area, SP Landscapes, £2775 + VAT: 1 Privet Hedge - 80 metres approx. - Reduce in height to leave at approx. 2.5m above ground level & Hard side back to make future maintenance easier. 1 Bird Cherry - Fell to ground level (Note tree is falling apart). 1 Bird Cherry - Reduce in height by approx..3m to leave at approx. 6-7m above ground level. 2 Norway Maple, Hawthorn - Fell to ground level, Treat stump to help prevent regrowth. 1 Norway Maple - Crown lift to approx. 2.75m above ground level over play area and crown lift to approx. 3.5-4m. 1 All arisings from tree works to be removed, leaving a clean and tidy site.
10.10	Members to consider the grant application from Red Lodge Lightwave, for VE Day.
10.11	Members to discuss the use of the Parish notice boards.
11.	Planning Applications - To Consider any Planning Applications:
11.1	DC/25/0151/HH Proposal: Planning application - a. conversion of existing garage to office space, b. construction of detached garage Location: 1 The Vines Turnpike Road Red Lodge Suffolk IP28 8RT
11.2	DC/25/0297/FUL Proposal: Remediation work to external areas of school site including replacement artificial grass and planting Location: The Pines Primary School Manor Wood Red Lodge Suffolk IP28 8WL
11.3	AP/25/0006/STAND - DC/24/1306/FUL Proposal: One self-build dwelling Location: 12 Land Ro Warren Road Red Lodge Suffolk
11.4	DC/25/0125/FUL Proposal: Construction of four dwellings with associated access (following demolition of existing dwelling) Location: 66 Turnpike Road Red Lodge Suffolk IP28 8LB
11.5	Members to consider the West Suffolk Local Plan Consultation.
12.	Correspondence Received
12.1	Members to review the Play area reports for February 2025 and March 2025, from West Suffolk Council.
12.2	Members to consider the Chairman's Report from the Millennium Centre.
12.3	Members to ratify the response to a letter, following an online petition.

12.4	Members to consider the request from the Red Lodge Millennium Centre, for Plug in Suffolk to install Electric Vehicle Charging Points.
12.5	Members to consider the correspondence from a resident, regarding an objection to planning DC/23/1577/OUT.
12.6	Members to consider the Safety of Lithium-ion Batteries Campaign, received from the Parliamentary Advisor to the charity, Electrical Safety First (ESF).
12.7	Members to note the launch of a consultation, in respect of the planned increase in the age range, for St Christopher's Church of England Primary School, Red Lodge.
12.8	Members to note the Spring/Easter Holiday Activities and Food (HAF) Programme, in West Suffolk.
12.9	Members to consider the 10 th Great British Spring Clean, taking place 21 March – 6 April 2025.
12.10	Members to note the update from Say no to Sunnica Action Group, regarding Cadent's original relevant representation, submitted to the Planning Inspectorate, in response to the Sunnica planning application.
12.11	Members to consider traffic calming, at St. Christopher's Primary School.
12.12	Members to note the update on the Definitive map and statement for Red Lodge.
12.13	Members to note the briefing from Suffolk County Council, on the English Devolution White Paper for Town and Parish Councils in Suffolk.
12.14	Member to consider the online Norfolk and Suffolk Devolution consultation from the Ministry of Housing, Communities & Local Government, ending on the 13/04/2025.
12.15	Members to consider a request from the Suffolk Neighbourhood Watch Association, encouraging the formation of a Neighbourhood Watch.
12.16	Members to note the confirmation that Suffolk County Council will bring library services, back in-house.
13.	To confirm the date of the next Red Lodge Parish Council meeting scheduled for Tuesday 27 May 2025 at 19:00, St. Christopher's Church, 2 Boundary Road, Red Lodge, IP28 8JQ.
14.	To resolve that 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	Members to discuss a business contract.
15.	Close of the meeting.

Signed: *Shazia Shujah*

Proper Officer, Red Lodge Parish Council
19.03.2025