



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

# To Members of Red Lodge Parish Council

## Membership:

Rachel Ahmed; Michael Berry (Vice-Chair); Jonathon Burns; Andy Drummond; Sandra Dwan (Chair); Patricia Judd.

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

**Date:** Tuesday 31 March 2026  
**Time:** 19:00  
**Venue:** St. Christopher's Church, Boundary Road. Red Lodge. IP28 8JQ.

## AGENDA

	Item
1.	<b>Chair Person's welcome.</b>
2.	<b>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>
3.	<b>Apologies and acceptance for absence.</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 £50 (ii) To receive requests for dispensation
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>
6.	<b>Confirmation of Minutes of the meeting held on 27 January 2026 and the Confidential Report.</b>
7.	<b>Reports and Invited Speakers:</b>
7.1	County Councillor
7.2	District Councillors
7.3	Police Newsletter
7.4	Events Working Party
7.5	Finance Working Party
7.6	Play areas Working Party
7.7	Emergency Planning Working Party
7.8	Turnpike newsletter
8.	<b>Financial and Clerk Reports</b>
8.1	Members to note that the bank reconciliation statements for January 2026 and February 2026, have been verified and signed by Cllr. Burns.

**8.2** Members to approve all Receipts and Payments in January 2026 and February 2026 for the following: Business Account; Deposit Commercial Instant Account; Petty Cash Council; Petty Cash Pavilion; Credit Card; Fixed Term Deposit.

**8.3** Members to note the Bank Balances on 25/03/26, for the following accounts:

Account	£
Lloyds Bank, Business Account	331671.84
Lloyds Bank, Commercial Instant Account	110,274.02
Lloyds Bank, Fixed Term Deposit	15,051.78
The Cambridge Building Society, Council Saver	10,000
Natwest, Liquidity Manager 95 Day Notice	85,000

**8.4** Members to note the Ear Marked Reserves at 25/03/26.

**8.5** Members to note that employment contracts have been reviewed for all employees.

**8.6** Members to note that the internal auditor Suffolk Association of Local Councils (SALC), is independent and competent. Members to note the letter of engagement from SALC for the internal audit commencing 18/05/26 - 24/05/26.

**8.7** Members to consider adding a bank signatory.

**8.8** Members to review and approve the Information Technology Policy.

**8.9** Members to note the submission of the LGPS Annual Return.

**8.10** Members to note that the pension redeclaration of compliance with the Pensions Regulator on 03/02/2026.

**8.11** Members to note that the accounts closure will be carried out on 13/05/2026, Rialtas Business Solutions.

**9.** **Discuss and approve any purchase** (LGA 1972, s.111).

**9.1** Members to note the receipt of s106 funding for an automatic line marking machine, from West Suffolk Council, £31320 on 23/02/2026.

**9.2** Members to consider the invoice from Turf Tank, for the Turf Tank Two Plus, Turf Tank, £31320 + VAT

**9.3** Members to consider payment of the invoice for Street Lighting Maintenance and Energy for 1<sup>st</sup> April 2025- 31<sup>st</sup> March 2026, Suffolk County Council, £2964.78 + VAT.

**9.4** Members to note the renewal of the Data Protection fee on the 20/03/2025, Information Commissioner's Office, £52.

**9.5** Members to consider the renewal of the MPLC Blanket licence, covering 25.04.25-24.04.26, Motion Picture licensing Company Ltd., £498.43 + VAT.

**9.6** Members to ratify the use of K9 Bates Security, for the Sports Pavilion in February 2026 and March 2026.

**9.7** Members to consider payment of the invoices from K9 Bates Security, February 2026 £540 and March

	2026 £540.
<b>9.8</b>	Members to consider the payment of the invoice for additional CCTV, West Suffolk Council £7088.60 + VAT.
<b>9.9</b>	Members to consider the quote for the Internal Audit, Suffolk Association of Local Councils, £505.
<b>9.10</b>	Members to note the receipt of £114.89 on 09/03/2026, funding from West Suffolk Council, towards the volley ball set.
<b>9.11</b>	Members to note the receipt of £531.27 on 27/02/2026, from OVO Energy for the Feed in Tariff.
<b>9.12</b>	Members to consider payment of the invoice for Non-Domestic Rates 2026/27, West Suffolk Council, £800.
<b>9.13</b>	Members to consider the quote for a Fire Risk Assessment, EFire, £611 + VAT.
<b>9.14</b>	Members to consider the quotes for the installation of 15x combination door locks: <ul style="list-style-type: none"> <li>(i) Bennett Locksmiths, £75 per unit</li> <li>(ii) George Collin &amp; Sons Ltd, £945 + VAT</li> <li>(iii) AB Electrical, £900 + VAT</li> </ul>
<b>9.15</b>	Members to consider the quote for the maintenance of the sports pitches; hire of machinery, labour, 48 tonne top soil, seed, weed & feed, drill seeding of 1x 11v11 and 1x 9v9, levelling of 1x 11v11 with top soil with either: <ul style="list-style-type: none"> <li>(i) Lower grade soil, Vertas, £6594.25 + VAT.</li> <li>(ii) High-end top quality soil, Vertas, £7794.25 + VAT.</li> </ul>
<b>9.16</b>	Members to consider the quote for stalls and rides, for the summer 2026 event, Ultimate Rodeo Bulls: <ul style="list-style-type: none"> <li>(i) Initial deposit £1250 and (ii) Remaining balance payable by 13/06/2026, £1250.</li> </ul>
<b>9.17</b>	Members to note that HSBC declined the application for a savings account. Members to consider the transfer of £15000 from the Lloyds Business Account to the Natwest 95 days notice saver account.
<b>9.18</b>	Members to consider the quote for signage for the height barrier, 1000mm x 1000mm ACM sign with channel on rear & 4x 76mm fixings for posts, grey 76mm dia. Posts at 3000mm long, ACM sign at 700mm x 150mm, Impress, £422 + VAT.
<b>10.</b>	<b>Planning Applications</b>
<b>10.1</b>	<b>DC/26/0360/OUT</b> <b>Proposal:</b> Outline planning application (means of access to be considered) - for up to 50 dwellings with vehicular and pedestrian accesses <b>Location:</b> Coopers Yard Turnpike Road Red Lodge Suffolk IP28 8JZ.
<b>11.</b>	<b>Correspondence Received</b>
	Members to review the Play Area reports for February 2026 and March 2026, from West Suffolk Council.
<b>11.1</b>	Members to note the correspondence from the Millennium Centre, forwarded from Plug in Suffolk, confirming that Believ will undertake the installation of the Electric Vehicle charging points.
<b>11.2</b>	Members to note the correspondence from Red Lodge Millennium Centre, regarding the repairs carried out to the store room, the roof and the office window.

<b>11.3</b>	Members to consider the correspondence received from Red Lodge Millennium Centre, regarding the damaged lamp post.
<b>11.4</b>	Members to note the Easter Holiday Activities and Food Programme in West Suffolk.
<b>11.5</b>	Members to note the information from West Suffolk Council, regarding Financial Inclusion Service.
<b>11.6</b>	Members to note the information from West Suffolk Council, regarding Renters Rights.
<b>11.7</b>	Members to consider the correspondence regarding asbestos near the Red Lodge Millennium Centre.
<b>11.8</b>	Members to note correspondence, receive on HM Government's decisions to go ahead with Suffolk County Council and Ipswich Borough Council elections in May 2026.
<b>12.</b>	<b>To confirm the date of the next Red Lodge Parish Council meeting scheduled for Tuesday 26 May 2026 at 19:00, St. Christopher's Church, 2 Boundary Road, Red Lodge, IP28 8JQ.</b>
<b>13.</b>	<b>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.</b>
<b>13.1</b>	Members to discuss an employee.
<b>13.2</b>	Members to discuss security issues.
<b>13.3</b>	Members to receive an update on a business matter.
<b>14.</b>	<b>Close of the meeting.</b>

Signed: Shazia Shujah  
Proper Officer  
Red Lodge Parish Council  
25.03.2026