



Parish Office, Sports Pavilion, Hundred Acre Way, Red Lodge, Suffolk, IP28 8FQ 01638 551257  
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## **Minutes of the Meeting of Red Lodge Parish Council.**

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

**Present:** Cllr. Sandra Dwan (Chairman)  
Cllr. Angela Sewell (Vice-Chairman)  
Cllr. Michael Berry  
Cllr. Andy Drummond  
Cllr. Stewart Hobbs  
Cllr. Sue Houlder

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

**Non-Attendee:** Cllr. Ian Thompson

**Absent:** 0

**Members of Public:** 6

	Item	Action
1.	<b>Chair Person's welcome.</b> <b>Noted</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>  Cllr. Thompson – on holiday Members approved the above absence. <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 £50.  Cllr. Houlder declared an interest on agenda item 10.3 <b>Noted</b>  (ii) To receive requests for dispensation None received. <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>  None <b>Noted</b>	
6.	Members agreed to advertise 2 co-option vacancies. <b>Resolved</b>	Clerk
7.	<b>Confirmation of Minutes of the meetings held on 24 September 2024; 12 November 2024 and the Confidential Report 121124-01.</b> The minutes and report for the above meetings were agreed as accurate records and duly signed by the Chairman. <b>Resolved</b>	Clerk
8.	<b>Reports and Invited Speakers</b>  <b>8.1 County Councillor</b> C.Cllr. Drummond had circulated a newsletter to all Members. A property developer has been imprisoned for providing fake building control completion certificates, for flats in Newmarket. There have been numerous accidents near the Unknown Boys Grave at the Kennett	

	<p>Crossroads. A meeting will be held to improve signage. The double yellow lines on Hundred Acre Way have now been completed. <b>Noted</b></p>	
<b>8.2</b>	<p><b>District Councillors</b> D.Cllr. Dicker informed the meeting:</p> <ul style="list-style-type: none"> <li>Food recycling will be introduced for businesses in 2025 and for households in 2026. Households will receive an additional recycling bin; one bin will be used to recycle paper and card and the other bin to recycle metal, plastics, glass and cartons. The refuse collection will continue on a fortnightly basis.</li> <li>26 groups have been awarded £1400 towards the costs of running the Warm Spaces scheme this winter. A total of 40 Warm Spaces are operating to support residents in West Suffolk.</li> <li>The Holiday Activities and Food programme is offering free activities, supporting families in financial hardship.</li> <li>West Suffolk Council will invest £612K towards the Rough Sleeping Strategy.</li> <li>West Suffolk Council was in the top 3% in the country in how quickly Disabled Facilities Grants were awarded in 2022/23; their average grant application approval was 4 days and an average completion of 49 days, in comparison to the national average of 30 days and 95 days respectively.</li> </ul> <p><b>Noted</b></p>	
<b>8.3</b>	<p><b>Police Newsletter</b> The Police newsletter was circulated to all Members. <b>Noted</b></p>	
<b>8.4</b>	<p><b>Update from the Events Working Party</b> The Events Working Party (EWP) had planned a cinema unit for Christmas, this was no longer viable as the unit is undergoing servicing. The EWP are working towards a planned Christmas event for children. <b>Noted</b></p>	EWP
<b>8.5</b>	<p><b>Update from the Finance Working Party</b> The Finance Working Party held a meeting to discuss and work on setting a Draft Budget for 2025/26, for the whole Council to consider. <b>Noted</b></p>	
<b>9.</b>	<p><b>Financial and Clerk Reports</b></p>	
<b>9.1</b>	<p>Members noted the bank reconciliation statements for September 2024 and October 2024 have been verified and signed by Cllr. Thompson. <b>Noted</b></p>	
<b>9.2</b>	<p>Members approved all payments in September 2024 and October 2024. <b>Resolved</b></p>	
<b>9.3</b>	<p>Members approved the Receipts and Payments in September 2024 and October 2024 for the following:</p>	

	<p>(i) Parish Bank Account    (ii) Deposit Bank Account    (iii) Petty Cash Council (iv) Petty Cash Pavilion    (v) Credit Card</p> <p><b>Resolved</b></p>	
<b>9.4</b>	<p>Members noted the Bank Balances as of 20/11/24 for the following accounts:</p> <ul style="list-style-type: none"> <li>Parish Bank Account    £379,149.09</li> <li>Deposit Account        £109,074.95</li> </ul> <p><b>Noted</b></p>	
<b>9.5</b>	<p>Members approved the Ear Marked Reserves at 31/10/24.</p> <p><b>Noted</b></p>	
<b>9.6</b>	<p>Members noted a VAT return for 01/08/2024 – 31/10/2024, for a claim of £2705.17 was submitted and received on 14/11/2024.</p> <p><b>Noted</b></p>	
<b>9.7</b>	<p>Members reviewed and approved the budget for the second quarter 2024-25.</p> <p><b>Resolved</b></p>	
<b>9.8</b>	<p>The Finance Working Party held a meeting to discuss and work on setting a Draft Budget for 2025/26, this was presented to the whole Council to discuss. The Working Party had considered the following points for the draft budget: Changes in the Government policy to increase the employers National Insurance contributions, by reducing the employers National Insurance threshold; the impact of the increase in the National Minimum Wage in April 2025; a sum for an existing part-time vacancy; the significant increases in corporation taxes could impact and result in significant increase of material service and contractor costs; contingencies were also subsequently increased. Members agreed to set the budget for 2025-26, with a precept demand of £254,900; Band D Council Tax £133.49 pa, Net Band D increase £11.63 pa, annual Band D percentage increase of 9.54% which is a monthly equivalent of £0.97. The increase will allow the ear marked reserves to be maintained, future proofing the playgrounds in the village and taking into account any obsolescence, which are becoming an increasing issue.</p> <p><b>Resolved</b></p>	Clerk
<b>9.9</b>	<p>Members reviewed and approved the Sexual and General Harassment Policy.</p> <p><b>Resolved</b></p>	Clerk
<b>9.10</b>	<p>The Council received Basic Training for Councillors on 22/10/2024, delivered by the Clerk.</p> <p><b>Noted</b></p>	
<b>10.</b>	<b>Discuss and approve any purchase</b>	
<b>10.1</b>	<p>Members noted the quote from Clear Council's, for the Parish Council insurance policy for a duration of 3 years, commencing on 01/10/2024, was reduced from the original quote £7235.61 to £6272.38.</p>	

<p><b>10.2</b></p> <p><b>10.3</b></p> <p><b>10.4</b></p> <p><b>10.5</b></p> <p><b>10.6</b></p> <p><b>10.7</b></p> <p><b>10.8</b></p>	<p><b>Noted</b></p> <p>Members approved the payment for the invoice from Huck Tek: Supply and install Jumping Mat £3222.89; 10x replacement rubber tiles £87.50 each; Two component glue £138; Installation £1850; VAT £1217.18. Total £7303.07.</p> <p>Members noted that an application had been submitted for the Communities Capital Grant Fund, to cover these costs.</p> <p><b>Resolved</b></p> <p>The request from Lightwave, to submit an application for funding, to sound proof the events room at the Sports Pavilion, has been withdrawn.</p> <p><b>Noted</b></p> <p>Members agreed to transfer from a Shell Fuel Card to an Esso Fuel Card.</p> <p><b>Resolved</b></p> <p>Members discussed the Site Selection Report from Connected Kerb, to consider sites for Electric Vehicle Charging Points. Members agreed to proceed with the installation using the bays on the immediate left, upon entering the car park from Sorrel Court.</p> <p><b>Resolved</b></p> <p>Members agreed payment of the invoice from HAGS, (i) Merry go round handle and (ii) Swing seat, £987.65 exc. VAT.</p> <p><b>Resolved</b></p> <p>Members received an update on repairs to the decking at the Sports Pavilion. Morrish Consulting Engineers had been appointed to assess the condition of the decking and had confirmed that the supporting struts were in good condition, thus allowing the installation of replacement decking. Members agreed to replace the decking as previously agreed, in the meeting held on 26.09.2023, minute reference 10.18, with a quote from Tog Carpentry.</p> <p><b>Resolved</b></p> <p>Members discussed the storage of the trailer lights for the Mildenhall/Red Lodge Rugby Club. Members agreed to assist the club with the removal and the disposal of the lights, if they had not been removed by the club within a fortnight.</p> <p><b>Resolved</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>11.</b></p> <p><b>11.1</b></p>	<p><b>Planning Applications</b></p> <p><b>To Consider any Planning Applications:</b></p> <p><b>DC/24/1306/FUL:</b></p> <p><b>Proposal:</b> Planning application – one dwelling</p> <p><b>Location:</b> 12 Land Ro Warren Road Red Lodge Suffolk IP28 8JU</p> <p>Members ratified a No Comment.</p> <p><b>Resolved</b></p>	

<b>11.2</b>	<b>DC/24/13574/TPO:</b> <b>Proposal:</b> TPO 03 (1994) tree preservation order - two Scots Pine (T31 and T32 on plan, within area A6 on order) crown lift to 2.5m from ground level over footpath <b>Location:</b> The Pines Primary School Manor Wood Red Lodge Suffolk IP28 8WL.  Members agreed a No Comment. <b>Resolved</b>	Clerk
<b>11.3</b>	<b>DC/24/1531/HH</b> <b>Proposal:</b> Householder planning application - a. single storey extension to front of property b. movement of front door from east to south side of property c. single storey extension to back of property d. removal of chimney. <b>Location:</b> 8 Turnpike Road Red Lodge Suffolk IP28 8JZ.  Members agreed a No Comment. <b>Resolved</b>	Clerk
<b>12.</b>	<b>Correspondence Received</b>	
<b>12.1</b>	Members reviewed and approved the Play area reports for October 2024 and November 2024, from West Suffolk Council. <b>Resolved</b>	
<b>12.2</b>	Members discussed complaints received from residents regarding the licence application for the Red Lodge Millennium Centre. Members advised residents to forward any complaints, to Licensing and Environmental at West Suffolk Council. <b>Noted</b>	
<b>12.3</b>	Members considered the correspondence from West Suffolk Council, raising awareness of the Winter Support Toolkit. Members agreed to post this on Facebook. <b>Resolved</b>	Clerk
<b>12.4</b>	Members noted the Launch of the Communities Capital Grant Fund. <b>Noted</b>	
<b>12.5</b>	Members considered the correspondence from West Suffolk, regarding Rough Sleepers in West Suffolk and agreed to post this on Facebook. <b>Noted</b>	Clerk
<b>12.6</b>	Members considered the request from Tuddenham Parish Council, to set up a Focus Group. Members agreed to suggest sharing any relevant agenda items and attending any such relevant meetings. <b>Resolved</b>	Clerk
<b>12.7</b>	Members considered the correspondence regarding road traffic accidents near Kennett Cottages. Members agreed to write to C.Cllr. Drummond, with a request for Highways to look into assisting with this issue. <b>Resolved</b>	Clerk

<b>12.8</b>	Members noted the resurfacing works on A14 eastbound, junctions 38-40, will be carried out on 09-12/12/2024, from 8pm-6am. <b>Noted</b>	
<b>12.9</b>	Members noted the Holiday Activities and Food Programme in West Suffolk, offering free activities is running to support families in financial hardship. <b>Noted</b>	
<b>12.10</b>	Members considered the correspondence from Suffolk Libraries, regarding the pop up library in Red Lodge. The library requires over £6K to operate. The District and County Councillors will follow up with Suffolk Libraries, with details of any potential funding. <b>Resolved</b>	AD DD
<b>13.</b>	<b>To confirm the date of the next Parish Council meeting scheduled for Tuesday 28 January 2025 at 19:00, St. Christopher's Church, 2 Boundary Road, Red Lodge. IP28 8JQ.</b> The next meeting was confirmed as above. <b>Noted</b>	Clerk
<b>14.</b>	Members resolved 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>Resolved</b>	
<b>14.1</b>	<b>Members to discuss a staff matter.</b> Please refer to Confidential Report 261124-01. <b>Resolved</b>	Clerk
<b>14.2</b>	<b>Members to discuss a business matter.</b> Please refer to Confidential Report 261124-01.	SD
<b>15.</b>	There being no further business the meeting closed at 20:30. <b>Noted</b>	