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Minutes of the Meeting of Red Lodge Parish Council.

Date: Tuesday 25 March 2025
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. Sue Houlder
Cllr. Patricia Judd
Cllr. Ian Thompson

In Attendance: Clerk/RFO

Non-Attendee: 0

Absent: 0

Members of Public: 9

	Item	Action
1.1	Chair Person's welcome. The Chairman welcomed everyone to the meeting. The Chairman announced that Cllr. Sewell is retiring from the role of a Parish Councillor and was thanked for her long-standing contribution and dedication to the Council. Noted	
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. None Noted	
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 an interest in items 10.7 and 10.10. Noted (ii) To receive requests for dispensation None received. Noted	
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) 5.1 A resident raised concerns relating to planning application DC/23/1577/OUT and the inadequate capacity of the Tuddenham Water Recycling Centre. The resident was concerned of the potential siting of a secondary school in Red Lodge and the impact of this on the foul water and sewerage. The resident requested the Parish Council to liaise immediately with the District and the County Councils and also with Tuddenham and Herringswell Parish Councils. Noted 5.2 A resident raised concerns of planning application DC/25/0125/FUL, for four two-storey builds, the planned proposal is adjacent to Willoway Country Park, which consists of single storey dwellings, this would not be in keeping with the area. Noted 5.3 A resident requested the Council to award the Millennium Centre funding. The resident felt that the Millennium Centre was the most important building in the village.	

	<p>The Chairman explained that a response had been issued on Facebook, however, as the resident did not use Facebook, the Chairman requested the resident to leave their contact details, so that a copy of the response could be forwarded.</p> <p>The resident stated that if a grant was not awarded to the Millennium Centre, then there would be consequences to remove Members of the Council.</p> <p>Noted</p>	
5.4	<p>A resident noted agenda item 12.11 to discuss traffic calming around St. Christopher's school and highlighted the need for traffic calming measures around the school.</p> <p>Noted</p>	
6.	<p>Members agreed to co-opt and welcomed Rachel Ahmed to join the Councillors.</p> <p>Resolved</p>	Clerk
7.	<p>Confirmation of Minutes of the meetings held on 28 January 2025</p> <p>The minutes for the above meeting were agreed as accurate records and duly signed by the Chairman.</p> <p>Resolved</p>	Clerk
8.	<p>Reports and Invited Speakers</p>	
8.1	<p>County Councillor</p> <p>C.Cllr. Drummond had circulated a newsletter to all Members.</p> <p>The County Council has opted for a Unitary Council.</p> <p>The County Council has decided to take back the libraries. The Chairman queried the future of pop-up libraries, C.Cllr. Drummond would look into the query.</p> <p>C.Cllr. Drummond had made a contribution from the locality budget to Red Lodge Lightwave.</p> <p>Noted</p>	Clerk
8.2	<p>District Councillors</p> <p>D..Cllr Dicker informed the meeting that West Suffolk Council have made a proposal for 2/3 smaller unitary councils, an interim report has been submitted. A single unitary council would require hours of travel and this would not provide local representation. A banking hub was opened on 19th February at the Pavillion in Mildenhall and is open 9am-5pm, cash deposits and withdrawals are available, bills can also be paid at the hub. A different bank is attending each day of the week for both drop-in and an appointment system. This is a temporary location; the hub will move to a permanent location within the town.</p> <p>There is a Holiday Activities and Food Programme over the Easter holidays for West Suffolk families.</p> <p>The Chairman queried the impact of devolution on Parish Councils, D.Cllr. Dicker responded, that the impact will be dependent on the route taken by the Council, if there is a single unitarian approach, then Parish Councils will have more to do.</p> <p>Noted</p>	
8.3	<p>Police Newsletter</p> <p>The Police newsletter was circulated to all Members.</p>	

<p>8.4</p>	<p>Noted</p> <p>Update from Events Working Party (EWP)</p> <p>The Events Working Party have recruited 3 new Members: Sue Houlder; Patricia Judd and Maxine Casey.</p> <p>The EWP proposed that funds for Events are ear marked to allow a clearer understanding of the available funds.</p> <p>A VK Fun Day is planned in memory of the Late Vanessa Kovacevic, on the 19th July 2025. A few stalls and food trucks have been agreed, an outdoor bar has been confirmed, first aid has been sourced, background music is planned, a pump track will be hired and a possible tug of war contest. EWP appealed for more volunteers to assist on the day, they will contact PTA's and Scouts.</p> <p>In regards to future events, the EWP are considering a Facebook poll to establish which events the community wants.</p> <p>The Chairman informed the meeting, that the feedback from previous events, was that the public preferred no music at the event.</p> <p>Noted</p>	<p>Clerk</p> <p>EWP</p>
<p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p> <p>9.5</p> <p>9.6</p> <p>9.7</p>	<p>Financial and Clerk Reports</p> <p>Members noted the bank reconciliation statements for January 2025 and February 2025, have been verified and signed by Cllr. Thompson.</p> <p>Noted</p> <p>Members approved all payments in January 2025 to 19 March 2025.</p> <p>Resolved</p> <p>Members approved the Receipts and Payments in January 2025 to 19 March 2025 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>Resolved</p> <p>Members noted the Bank Balances as of 19/03/25, for the following accounts:</p> <ul style="list-style-type: none"> Parish Bank Account £339,650.83 Deposit Account £109,430.99 <p>Noted</p> <p>Members noted the Ear Marked Reserves at 19/03/25.</p> <p>Noted</p> <p>Members reviewed and approved the budget, as of 19/03/25.</p> <p>Resolved</p> <p>Members noted 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.</p> <p>Noted</p>	<p>Clerk</p>

9.8	Members agreed the Parish Council meeting dates, to be held at St. Christopher's Church for 2025/26: 06/05/2025 (APM); 27/05/2025 (AM); 24/06/2025; 29/07/2025; 30/09/2025; 25/11/2025, 27/01/2026 and 31/03/2026. Resolved	Clerk
9.9	Members agreed to advertise a Parish Council vacancy for co-option. Resolved	Clerk
9.10	Members reviewed and approved the Asset Register 250325, at a value of £284,447. Resolved	Clerk
9.11	Members reviewed and approved the Financial Regulations 2025. Resolved	Clerk
9.12	Members noted 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. Noted	
9.13	Members noted the internal audit, SALC will be conducted week commencing 28/04/25 - 02/05/25. Noted	
9.14	Members agreed to add Cllr. Judd as a bank signatory. Resolved	Clerk
9.15	Members reviewed and approved the Anti-Harassment and Bullying policy. Resolved	Clerk
9.16	Members noted 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. Noted	
9.17	Members noted that the Internal Controls have been completed by Cllr. Thompson. Noted	Clerk
10.	Discuss and approve any purchase (LGA 1972, s.111).	
10.1	Members agreed payment of the invoice for Street Lighting Maintenance and Energy, for 1 st April 2024- 31 st March 2025, Suffolk Highways, £3130.87 exc. VAT. Resolved	Clerk
10.2	Members noted the renewal of the Data Protection fee on the 20/03/2025,	

	Information Commissioner's Office, £52. Noted	
10.3	Members agreed to proceed with the quote to hire a Pump Track, Fast Traxx, £938, including an initial deposit payable of £200. Resolved	Clerk
10.4	Members agreed to proceed with the quote to hire a giant assault course, wipeout, soft play and trampoline, The Fun Firm, £2700 + VAT, including an initial deposit payable of £810. Resolved	Clerk
10.5	Members agreed to proceed with the quote to verify all devices and zoning of the fire alarm system and produce a pictorial zone chart, EFire, £595 + VAT. Resolved	Clerk
10.6	Members agreed to proceed with the renewal of the MPLC Blanket licence, covering 25.04.25-24.04.26, Motion Picture licensing Company Ltd., £508.61 inc. VAT. Resolved	Clerk
10.7	Members agreed to refund the over-payment of room hire, Red Lodge Lightwave, £700. Resolved	Clerk
10.8	Members agreed to deny the grant application from Suffolk Libraries, for the Red Lodge pop up library, as Suffolk County Council are taking the libraries back in. Resolved	Clerk
10.9	Members agreed to proceed with 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 arising's from tree works to be removed, leaving a clean and tidy site. Resolved	Clerk
10.10	Members agreed to approve the grant application from Red Lodge Lightwave, for VE Day, for £100. Resolved	Clerk
10.11	Members discussed the use of the Parish notice boards. It was noted that not all residents have access to Facebook and rely on noticeboards, in addition, the Turnpike newsletter, which was another source of information, is no longer distributed. Members agreed to enquire with other Parish Council's, the use of notice boards. Deferred	Clerk

11.	Planning Applications	
11.1	<p>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.</p> <p>Members all agreed a 'No Comment'. Resolved</p>	Clerk
11.2	<p>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.</p> <p>Members all agreed a 'No Comment'. Resolved</p>	Clerk
11.3	<p>AP/25/0006/STAND - DC/24/1306/FUL Proposal: One self-build dwelling Location: 12 Land Ro Warren Road Red Lodge Suffolk</p> <p>Members all agreed a 'No Comment'. Resolved</p>	Clerk
11.4	<p>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</p> <p>Members all agreed to object to the planning application. The proposed development is not sympathetic to the adjacent single-storey dwellings at Willoway Country Park, there are concerns of the impact on the lighting and on the privacy of existing nearby residents. Resolved</p>	Clerk
11.5	<p>Members considered the West Suffolk Local Plan Consultation. Members have until 15/04/2025 to forward any comments, otherwise a 'No Comment' will be submitted. Resolved</p>	Members Clerk
12.	Correspondence Received	
12.1	<p>Members reviewed and approved the Play area reports for February 2025 and March 2025, from West Suffolk Council. Resolved</p>	
12.2	<p>Members noted the Chairman's Report received from the Millennium Centre. Noted</p>	

12.3	Members ratified the response to a letter, following an online petition. Resolved	
12.4	Members approved the request from the Red Lodge Millennium Centre, for Plug in Suffolk to install Electric Vehicle Charging Points. Resolved	Clerk
12.5	Members considered the correspondence from a resident, regarding an objection to planning DC/23/1577/OUT, with concerns of possible foul water system in the village. The Chairman informed the resident that the concerns raised had been noted. These issue can be further raised and clarified under reserved matters. However, Anglian Water had been contacted, they had stated that they have a scheme in place to increase the capacity at Tuddenham Water Recycling and had no concerns for the work required to provide the required capacity. In regards to future developments at Kennett and the potential siting of a secondary school in the village, Anglian Water had no concerns for the population growth in the village. Members referred this issue to West Suffolk Council; a Senior Planning Officer at West Suffolk Council had highlighted the written response to the planning application from Anglian Water, whereby Anglian Water state that they have an obligation to ensure that there is sufficient capacity for future developments. Noted	
12.6	Members agreed to support the Safety of Lithium-ion Batteries Campaign, received from the Parliamentary Advisor to the charity, Electrical Safety First (ESF). Resolved	Clerk
12.7	Members noted 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. Noted	
12.8	Members noted the Spring/Easter Holiday Activities and Food (HAF) Programme, in West Suffolk. Noted	
12.9	Members considered the 10 th Great British Spring Clean, taking place 21 March – 6 April 2025. Members nominated Cllr. Berry to organise a litter pick, if possible. Noted	CB EWP
12.10	Members noted 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. Noted	Clerk
12.11	Members considered traffic calming, at St. Christopher's Primary School. The traffic situation is dangerous, caused by parked vehicles around Hundred Acre Way and Bellflower Crescent. Members discussed extending the traffic calming measures on Hundred Acre Way, to these areas and agreed to contact C.Cllr. Drummond with this request, to address this issue.	Clerk AD

	Noted	
12.12	Members noted the update on the Definitive map and statement for Red Lodge. Noted	
12.13	Members noted the briefing from Suffolk County Council, on the English Devolution White Paper for Town and Parish Councils in Suffolk. Noted	
12.14	Member considered the online Norfolk and Suffolk Devolution consultation from the Ministry of Housing, Communities & Local Government, ending on the 13/04/2025; this would provide a combined single authority and an elected Mayor. Noted	
12.15	Members supported a request from the Suffolk Neighbourhood Watch Association, encouraging the formation of a Neighbourhood Watch. A Red Lodge Neighbourhood Watch Facebook has previously been set up. Members agreed to promote awareness. Noted	
12.16	Members noted the confirmation by Suffolk County Council, that they will bring the library services back in-house. Noted	
13.	To confirm the date of the next Parish Council meeting scheduled for Tuesday 27 May 2025 at 19:00, St. Christopher's Church, 2 Boundary Road, Red Lodge. IP28 8JQ. The next meeting was confirmed as above. Noted	Clerk
14.	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. Resolved	
14.1	Members to discuss a business matter. Please refer to Confidential Report 250325.	Clerk
15.	Close of the meeting. There being no further business the meeting closed at 21:00. Noted	