



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 31 March 2026

**Time:** 19:00

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

**Present:** Cllr. Michael Berry (Vice-Chair)  
Cllr. Jonathon Burns  
Cllr. Andy Drummond  
Cllr. Sandra Dwan (Chair)  
Cllr. Patricia Judd

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

**Non-Attendee:** Cllr. Rachel Ahmed

**Absent:** 0

**Members of Public:** 5

	<b>Item</b>	<b>Action</b>
1.	The Chair welcomed everyone to the meeting. <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.	Apologies received and accepted by all Members:  Cllr. Ahmed - Family Commitments. <b>Resolved</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.  None received. <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>  No members of the public spoke. <b>Noted</b>	
6.	<b>Confirmation of Minutes of the meetings held on 27 January 2026 and the Confidential Report.</b> The minutes for the above meeting and Confidential Report were agreed as accurate records and duly signed by the Chair. <b>Resolved</b>	Clerk
7.	<b>Reports and Invited Speakers:</b>	
7.1	<b>County Councillor:</b> The parish newsletter from C.Cllr. Drummond has been circulated to all Members. The County Council held its most recent meeting on Thursday. The Government has determined that a three unitary authority system will be implemented. Elections for the existing County Council are scheduled to take place on 7 <sup>th</sup> May 2026, while West	

	<p>Suffolk elections will be held in 2027. A shadow cabinet will be established to support the transition to the new system. Parish Councils will be invited to indicate whether they wish to take on responsibility for any additional services. It should also be noted that the boundaries within West Suffolk have been revised</p> <p><b>Noted</b></p> <p><b>7.2 District Councillors:</b> D.Cllr. Dicker informed the meeting that the Government has approved a three unitary authority for Suffolk, comprising of West; Central and Eastern; and Ipswich and Southern Suffolk. Further details regarding these arrangements are still awaited. At the most recent full Council meeting, the budget was approved. As part of the agreed measures, free parking at certain times, will be introduced in Bury St. Edmunds, Newmarket and Haverhill. The relevant Portfolio Holder is currently developing the operational framework to implement this scheme. Suffolk County Council and West Suffolk Council have secured funding through the Crisis Resilience Fund, which is intended to provide targeted support to low income households.</p> <p><b>Noted</b></p> <p><b>7.3</b> Police Newsletter has been circulated to Members. <b>Noted</b></p> <p><b>7.4 Events Working Party (EWP)</b> Cllr. Berry informed the meeting that plans are progressing for a family fun day on the 20<sup>th</sup> June 2026, information has been published on Facebook. A few stalls have already been sold. A litter pick in conjunction with the Pines primary school, will be carried out on the 26<sup>th</sup> April 2026. <b>Noted</b></p> <p><b>7.5 Finance Working Party (FWP)</b> The bank account application with HSBC has been declined. The Natwest bank account liquidity manager, has been opened with £85000 transferred from the Lloyds Business bank account. Members agreed to consider an account with Unity Trust Bank to invest £15000. <b>Deferred</b></p> <p><b>7.6 Play Areas Working Party (PAWP)</b> Members were informed that several suppliers have been contacted and progress is being made for schematics to refurbish the pavilion play area. <b>Noted</b></p> <p><b>7.7 Emergency Planning Working Party (EWP)</b> The EWP have received templates for an emergency plan and agreed to meet to produce an emergency plan taking into account the Sunnica scheme. <b>Noted</b></p> <p><b>7.8 Turnpike Newsletter</b></p>	<p>Clerk</p> <p>PAWP</p> <p>EWP</p>
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	<p>A new design of the Turnpike newsletter has been formatted, this will be distributed in April 2026. <b>Noted</b></p>	SD, JB														
<p><b>8. Financial and Clerk Reports</b></p> <p><b>8.1</b></p> <p><b>8.2</b></p> <p><b>8.3</b></p> <p><b>8.4</b></p> <p><b>8.5</b></p> <p><b>8.6</b></p> <p><b>8.7</b></p> <p><b>8.8</b></p> <p><b>8.9</b></p> <p><b>8.10</b></p>	<p>Members noted that the bank reconciliation statements for January 2026 and February 2026, have been verified and signed by Cllr. Burns. <b>Noted</b></p> <p>Members approved all Receipts and Payments in January 2026 and February 2026 for the following: Parish Bank Account; Deposit Account; Petty Cash Council; Petty Cash Pavilion; Credit Card; Lloyds Savings Account; Cambridge Building Society; and Natwest Saver 95 Days. <b>Resolved</b></p> <p>Members noted the Bank Balances on 25/03/26, for the following accounts:</p> <table border="1" data-bbox="284 837 1102 1099"> <thead> <tr> <th>Account</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Lloyds Bank, Business Account</td> <td>331671.84</td> </tr> <tr> <td>Lloyds Bank, Commercial Instant Account</td> <td>110,274.02</td> </tr> <tr> <td>Lloyds Bank, Fixed Term Deposit</td> <td>15,051.78</td> </tr> <tr> <td>The Cambridge Building Society, Council Saver</td> <td>10,000</td> </tr> <tr> <td>Natwest, Liquidity Manager 95 Day Notice</td> <td>85,000</td> </tr> <tr> <td>The Cambridge Building Society: Council Saver</td> <td>10,000</td> </tr> </tbody> </table> <p><b>Noted</b></p> <p>Members noted the Ear Marked Reserves at 25/03/26. <b>Noted</b></p> <p>Members noted that employment contracts have been reviewed for all employees. <b>Noted</b></p> <p>Members noted that the internal auditor Suffolk Association of Local Councils (SALC), is independent and competent. Members approved the letter of engagement from SALC for the internal audit commencing 18/05/26 - 24/05/26. <b>Resolved</b></p> <p>Members agreed to discuss adding Cllr. Ahmed as a bank signatory. <b>Deferred</b></p> <p>Members reviewed and approved the Information Technology Policy. <b>Resolved</b></p> <p>Members noted the submission of the LGPS Annual Return. <b>Noted</b></p> <p>Members noted that the pension redeclaration of compliance with the Pensions Regulator on 03/02/2026.</p>	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	The Cambridge Building Society: Council Saver	10,000	<p>Clerk</p>
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8.11	<p><b>Noted</b></p> <p>Members noted that the accounts closure will be carried out on 13/05/2026, Rialtas Business Solutions.</p> <p><b>Noted</b></p>	
9.	<p><b>Discuss and approve any purchase</b> (LGA 1972, s.111).</p> <p>9.1 Members noted the receipt of s106 funding for an automatic line marking machine, from West Suffolk Council, £31320 on 23/02/2026. <b>Noted</b></p> <p>9.2 Members agreed payment of the invoice from Turf Tank, for the Turf Tank Two Plus, Turf Tank, £31320 + VAT <b>Resolved</b></p> <p>9.3 Members agreed 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. <b>Resolved</b></p> <p>9.4 Members noted the renewal of the Data Protection fee on the 20/03/2025, Information Commissioner’s Office, £52. <b>Noted</b></p> <p>9.5 Members agreed to proceed with the renewal of the MPLC Blanket licence, 25.04.25-24.04.26, Motion Picture licensing Company Ltd., £498.43 + VAT. <b>Resolved</b></p> <p>9.6 Members ratified the use of K9 Bates Security, for the Sports Pavilion in February 2026 and March 2026. Members agreed to continue use of the security as required. <b>Resolved</b></p> <p>9.7 Members agreed payment of the invoices from K9 Bates Security, February 2026, £540 and March 2026, £540. <b>Resolved</b></p> <p>9.8 Members agreed payment of the invoice for additional CCTV, West Suffolk Council £7088.60 + VAT. <b>Resolved</b></p> <p>9.9 Members agreed the quote for the Internal Audit, Suffolk Association of Local Councils, £505. <b>Resolved</b></p> <p>9.10 Members noted the receipt of £114.89 on 09/03/2026, funding from West Suffolk Council, towards the volley ball set. <b>Noted</b></p> <p>9.11 Members noted the receipt of £531.27 on 27/02/2026, from OVO Energy for the Feed</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	in Tariff. <b>Noted</b>	
<b>9.12</b>	Members agreed payment of the invoice for Non-Domestic Rates 2026/27, West Suffolk Council, £800. <b>Resolved</b>	Clerk
<b>9.13</b>	Members agreed to proceed with the quote for a Fire Risk Assessment, EFire, £611 + VAT. <b>Resolved</b>	Clerk
<b>9.14</b>	Members considered the quotes for the installation of 15x combination door locks: (i) Bennett Locksmiths, £75 per unit (ii) George Collin & Sons Ltd, £945 + VAT (iii) AB Electrical, £900 + VAT  Members agreed to proceed with option (ii). <b>Resolved</b>	Clerk
<b>9.15</b>	Members considered the quotes 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: (i) Lower grade soil, Vertas, £6594.25 + VAT. (ii) High-end, top quality soil, Vertas, £7794.25 + VAT.  Members agreed to proceed with option (ii). <b>Resolved</b>	Clerk
<b>9.16</b>	Members agreed to proceed with the quotes for stalls and rides and payment of the quotes accordingly, for the summer 2026 event, Ultimate Rodeo Bulls: (i) Initial deposit £1250 and (ii) Remaining balance payable by 13/06/2026, £1250. <b>Resolved</b>	Clerk
<b>9.17</b>	Members noted that HSBC declined the application for a savings account. Members agreed to consider the transfer of £15000 from the Lloyds Business Account to Unity Trust Bank. <b>Deferred</b>	
<b>9.18</b>	Members agreed to proceed with the quote for signage for the height barrier, 1000mm x 1000mm ACM sign with channel on rear & 4x 76mm fixings for posts. <b>Resolved</b>	Clerk
<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.	Clerk

	<p>Members resolved to object to the planning application, as the proposed development is likely to result in a significant increase in vehicular traffic, and the access road serving the site is considered inadequate to accommodate this additional demand. Existing congestion is already experienced in the vicinity with customer parking associated with the nearby Tesco store, which would be exacerbated by the proposal.</p> <p>The application does not form part of the current Local Plan for West Suffolk. The development does not demonstrate a clear or sufficient contribution towards local infrastructure within the village.</p> <p>Members further agreed to recommend that the applicant engage with the Call for Sites process being undertaken by West Suffolk Council.</p> <p><b>Resolved</b></p>	
<p><b>11. Correspondence Received</b></p>	<p><b>11.1</b> Members reviewed and approved the Play Area reports for February 2026 and March 2026, from West Suffolk Council. <b>Resolved</b></p> <p><b>11.2</b> Members noted 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>Noted</b></p> <p><b>11.3</b> Members noted the correspondence from Red Lodge Millennium Centre, regarding the repairs carried out to the store room, the roof and the office window. <b>Noted</b></p> <p><b>11.4</b> Members noted the correspondence received from Red Lodge Millennium Centre, regarding the damaged lamp post. <b>Noted</b></p> <p><b>11.5</b> Members noted the Easter Holiday Activities and Food Programme in West Suffolk. <b>Noted</b></p> <p><b>11.6</b> Members noted the information from West Suffolk Council, regarding Financial Inclusion Service. <b>Noted</b></p> <p><b>11.7</b> Members noted the information from West Suffolk Council, regarding Renters Rights. <b>Noted</b></p> <p><b>11.8</b> Members discussed the correspondence regarding asbestos near the Red Lodge Millennium Centre. <b>Noted</b></p> <p><b>11.9</b> Members noted the correspondence, receive on HM Government’s decisions to go ahead with Suffolk County Council and Ipswich Borough Council elections in May 2026</p>	

	<b>Noted</b>	
<b>12.</b>	<p><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></p> <p>The next meeting was confirmed as above. <b>Noted</b></p>	Clerk
<b>13.</b>	<p><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></p> <p>Members all agreed to exclude the public. <b>Resolved</b></p>	
<b>13.1</b>	<p>Members discussed an employee. Refer to Confidential Report 310326. <b>Resolved</b></p>	Clerk
<b>13.2</b>	<p>Members discussed security issues. Refer to Confidential Report 310326 <b>Resolved</b></p>	Clerk
<b>13.3</b>	<p>Members received an update on a business matter. Refer to Confidential Report 310326. <b>Noted</b></p>	SD
<b>14.</b>	<p><b>Close of the meeting.</b></p> <p>There being no further business, the meeting closed at 20:36 <b>Resolved</b></p>	