



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

Date: Tuesday 31st October 2017.

Time: 19:00

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

Present: Cllr. Angie Sewell (Chairman)
Cllr. Sandra Dwan (Vice Chairman)
Cllr. Paul Henderson
Cllr. Stephen Cash
Cllr. Vanessa Kovacevic
Cllr. Ian Thompson

In Attendance: Mrs. Hilary Gurner (RFO)
Mrs. Shazia Shujah (Clerk)
District Cllr. Carol Lynch
County Cllr. Robin Millar
Members of the public: 5

Invited speakers: Mr. Colin Campbell (Hill)
Ms. Tracey Reeve (Millennium Centre)

Notes: The following documents will be appended to the signed minutes:-

- Agenda for 30.10.17
- Newmarket & Red Lodge Division Parish Newsletter – October 2017
- Report from Red Lodge Pavilion sub-committee
- Report from Red Lodge Parish Council – Sports Field
- Report of Cheques to be signed on 31st October 2017.
- Report of All payments made in July 2017 and August 2017 .
- Cheque payments for 30.10.2017.
- SNT Newsletter.
- List of Correspondence Received.

| | Item | Action |
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| 1. | <p>Chair Person's welcome.</p> <p>The Chairman welcomed all attending residents to the meeting.</p> | |
| 2. | <p>All those present are reminded of the Local Government Bodies Act 2014 and that the meeting may be filmed or recorded by any members of the public.</p> <p>The Chairman read the above statement.</p> | |
| 3. | <p>Apologies for absence.</p> <p>Apologies for Councillor Bowser were accepted.</p> | Noted |
| 4. | <p>Declaration of interest.</p> <p>None declared.</p> | Noted |
| 5. | <p>Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes.</p> <p>No members of the public spoke on any item.</p> | |
| 6. | <p>Reports from the County Councillor, District Councillor and the Police Newsletter</p> <p>Monthly report from County Cllr. Millar County Cllr. Millar spoke of the problem of vehicles parked on Turnpike Road and he informed the meeting that it is lawful for a taxed vehicle to be parked on a highway. The Chairman summarised the Newmarket & Red Lodge Division Newsletter – October 2017 (appended to the minutes).</p> <p>District Cllr. Lynch informed the meeting that District Cllr. Stanbury is raising funds for a war memorial. Cllr. Kovacevic stated that the location of the war memorial had not yet been decided.</p> <p>The Chairman summarised the SNT report (appended) :-</p> <ul style="list-style-type: none"> • Parking issues are emerging in Red Lodge. • Issues around St. Johns shops with youth and ASB. • There will be a crime prevention stall in Sainsbury's, Mildenhall on 06.11.2017 at 10am – 12pm <p>The Chairman informed the meeting that the next annual Forest Heath & St. Edmundsbury Parish and Town Council forum will be held at Sybil Andrews Academy, Rougham Tower Avenue, Bury St. Edmunds on 26th November at 18:00 – 21:00.</p> | Noted |

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| | <p>Millennium Centre</p> <p>A verbal report from a Millennium Centre trustee was presented at the meeting:-</p> <p>Red Lodge Parish Council donate £12,000 annually to the Millennium Centre, these funds have been used to fix a leaking roof at the centre, address a health and safety issue in the car park, clear rubbish, clear overgrown weeds and repair a fence.</p> <p>The Millennium centre have paid a full year of maternity leave for a staff member. The manager at the Millennium Centre has resigned and payments of annual leave accrued also had to be paid. The Millennium centre has yet to redecorate the hall as a result of the roof leak, make repairs to guttering, fascia's and windows.</p> <p>The staff at the Millennium Centre will include a new manager in January 2018, a general assistant, a part time administrator and 3 caretakers. The centre will be open every week day.</p> | Noted |
| 7. | <p>Matters Arising from Previous Parish Council Meeting.</p> <p>7.1 To clarify that the £300 budget established for the Halloween event will be sourced from the Pavilion funds and not the Parish Council funds.</p> <p>The Chairman clarified the above.</p> <p>Resolved</p> <p>7.2 Progress update on the boulders and the barriers to prevent trespassing.</p> <p>Suffolk County Council were contacted to establish if Red Lodge Parish Council own the land around the pavilion car park and if they are permitted to place boulders and barriers around the site to prevent trespassing from travellers, the Clerk is still awaiting a response.</p> <p>If progress is not made, County Cllr. Millar advised the Clerk to email him with the details, so that he may pursue this.</p> <p>7.3 Progress update on the outdoor shelter.</p> <p>The Chairman informed the meeting that the outdoor shelter purchased from Ludus will be installed on the 13th November 2017.</p> <p>7.4 An independent IT advisor will attend a future Parish Council meeting to discuss the requirements of the Council in respect of updating IT support.</p> | <p>Noted</p> <p>Clerk to contact SCC</p> <p>Noted</p> <p>Clerk to contact IT advisor</p> |

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| <p>7.5 Councillor Training Course progress, summary and dates scheduled.</p> | <p>The chairman informed the meeting of the above.</p> <p>the Clerk will liaise with the IT advisor to arrange a convenient date.</p> <p>The Chairman reminded the members of the dates of the training course for Councillors are as follows :-</p> <p>15th November 2017, 13th December 2017, 10th January 2018 and 7th February 2018.</p> | <p>Noted</p> |
| <p>7.6 Member's to decide on establishing working parties or committees.</p> | <p>The Council members felt that the number of staff is insufficient to form and support a committee.</p> <p>All were in agreement that an Events Working Party and a Finance Working Party will be formed.</p> <p>Proposed: Cllr. Cash Seconded: Cllr. Dwan</p> <p>Resolved</p> | |
| <p>8.</p> | <p>To confirm the Minutes of the Meeting of Red Lodge Parish Council, held on Tuesday 26th September 2017 and the Extraordinary Meeting of Red Lodge Parish Council, held on Tuesday 10th October 2017.</p> <p>The Minutes of the Red Lodge Parish Council meeting held on the 26th September 2017 and the Minutes of the Extraordinary Meeting of Red Lodge Parish Council held on the 10th October 2017 were agreed as accurate records and were signed accordingly by the Chairman.</p> <p>Proposed: Cllr. Cash Seconded: Cllr. Dwan</p> <p>Resolved</p> | |
| <p>9.</p> | <p>Financial Matters</p> <p>9.1 Progress reports of the payments made for Red Lodge Sports Pavilion and Red Lodge Parish Council.</p> <p>The RFO presented the Council with reports of payments and receipts for July and August 2017 (appended to the minutes), these are summarised below:-</p> <p>The accounts for July and August have been reconciled, however September has not yet been reconciled.</p> | |

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| <p>9.2</p> | <p>The accounts have changed from Receipts and Payments to Income and Expenditure.</p> <p>The precept of £28,700 has been received on the 01/09/2017.</p> <p>Discuss the Electricity supply to reduce the tariff for Red Lodge Parish Council.</p> <p>The meter for the electric supply to the MUGA is out of contract with EON. It was agreed by all members that this supply should be added to the current contract with SSE for gas and electricity.</p> <p>Proposed: Cllr. Sewell Seconded: Cllr. Cash</p> <p>Resolved RFO to contact suppliers</p> <p>(Note RFO left the meeting at 20:00)</p> | <p>RFO to contact suppliers</p> |
| <p>10.</p> | <p>KWA Architects Presentation for proposed development of mixed horse racing and residential scheme at the White Star Stables, Red Lodge.</p> <p>The Head of Strategic Land & Planning for Hill was invited to speak. The meeting was informed that White Star Stables are being considered for development to provide mixed use accommodation and rehabilitation of horses.</p> <p>(Note: Cllr. Millar and the representative for Hill left the meeting at 20:15).</p> | <p>Noted</p> |
| <p>11.</p> | <p>Note the receipt of the precept</p> <p>The precept of £28,700 was sent on the 01/09/2017 and has been received by the Parish Council.</p> <p>Noted</p> | <p>Noted</p> |
| <p>12.</p> | <p>External Audit</p> <p>Review and Approve the External Auditor's Opinion for Red Lodge Parish Council.</p> <p>Further to the External audit, the following were presented to the Council :- The annual return for Red Lodge Parish Council for the year ending 31st March 2017; the external auditor's opinion to unqualify Red Lodge Parish Council; the Notice of Conclusion and the Matters Arising report.</p> <p>The Annual return, including the certificate were approved and accepted by Red Lodge Parish Council.</p> | <p>Noted</p> |

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| | <p>Proposed: Cllr. Dwan Seconded: Cllr. Henderson</p> <p>Resolved All agreed</p> | |
| 13. | <p>Report on the Progress of the Pavilion Working Party</p> <p>Cllr. Kovacevic provided a verbal report on the Pavilion Working Party. A summary was provided on the Halloween Event. It was agreed that a £1000 rolling budget would be provided to the Pavilion Working Party to support future events at the Red Lodge Sports Pavilion.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Henderson.</p> <p>Resolved £1000 will be made available to the Pavilion Working party as and when needed for events.</p> <p>(Note: Cllr. Lynch left the meeting at 20:25)</p> | |
| 14. | <p>Report on pitch maintenance - inhouse/external maintenance</p> <p>Cllr. Dwan gave a verbal report regarding the maintenance required on the Red Lodge Sports pitches to eradicate chafer grubs. The costs for both internal maintenance (£41,850.00) and external maintenance (£46,425.00) over 5 years were considered. The Council agreed to defer the decision making on the pitch maintenance until a third quote was obtained for comparison. It was also agreed that the quotes should include watering of the pitches.</p> <p>The Clerk will contact Forest Heath District Council to obtain a third quote.</p> | Clerk to contact FHDC for a quote. |
| 15. | <p>Planning Applications</p> <p>To consider any planning applications :-</p> <p>15.1</p> <ul style="list-style-type: none"> • DC/17/2020/FUL <p>Proposal: 1. No. dwelling including garage and rear pool enclosure.</p> <p>Location: 10 Turnpike Lane, Red Lodge. IP28 8LF</p> <p>The Council had no comment regarding this application.</p> <p>15.2</p> <ul style="list-style-type: none"> • DC/17/1966/VAR <p>Proposal: Application to vary condition 2 of DC/14/2162/FUL to replace approved drawing 001(received 25/06/2014) with drawing</p> | Clerk to notify the Planning department. |

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| <p>15.3</p> | <p>001 (received 04/10/2017) (Planning Application – Change of use of land to residential use for three gypsy families including 3 no. mobile homes and 6 no. amenity buildings)</p> <p>Location: Caravan Mobile Site Elms Road, Red Lodge Suffolk</p> <p>The Council objected to this planning as it has been previously rejected.</p> <ul style="list-style-type: none"> • DC/17/1065/FUL <p>Proposal: Planning Application – 1no. detached dwelling</p> <p>Location: Plots adjacent to 52, Turnpike Road, Red Lodge, Suffolk</p> <p>The Council had no comment regarding this application.</p> | |
| <p>15.4</p> | <ul style="list-style-type: none"> • DC/17/2014/RM <p>Proposal: Reserved Matters Application – Submission of details under outline planning permission DC/16/0596/OUT – the appearance, landscaping, layout and scale for (i) Residential development for up to 125 dwellings (ii) Public open space including children’s play area and electricity substation Including Details Reserved by Conditions 5, 7, 8, 9, 10, 11, 12, 17, 20, 22 and 24 of DC/16/0596/OUT.</p> <p>Location: Land East Newmarket Road and North Elms Road, Red Lodge Suffolk.</p> <p>The Council objected to this planning as it was agreed that the pond was too close to the LEAP.</p> | |
| <p>15.5</p> | <ul style="list-style-type: none"> • SCC\0182\17F <p>Proposal: Continuation of Chalk extraction: use of buildings and associated facilities together with the recycling of inert waste and restoration to an alternative landform via the importation and final disposal of inert residues.</p> <p>Location: Baron Mills Chalk Quarry, Chalk Hill, Barton Mills, Bury St Edmunds, Suffolk, IP28 6BN.</p> <p>The Council had no comment regarding this application.</p> | |
| <p>16.</p> | <p>Discuss and approve any purchases</p> <p>None advised</p> | |

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| <p>17.</p> <p>17.1</p> <p>17.2</p> <p>17.3</p> | <p>Correspondence received (A list of correspondence received is appended to the signed minutes).</p> <p>Millennium Centre request for a donation towards a Halloween party on 28th October 2017</p> <p>Millennium Centre request for a donation towards a Christmas party on 21st December 2017.</p> <p>The Council agreed to give a one-off donation of £250.00 from S137 monies to the Millennium Centre.</p> <p>Proposed: Cllr. Kovacevic Seconded: Cllr. Cash</p> <p>Resolved</p> <p>Santa’s sleigh, Forest Heath Crime Prevention Panel, request for sponsor.</p> <p>The Council declined to act as a sponsor for Santa’s sleigh.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Kovacevic</p> <p>Resolved</p> | <p>RFO to issue £250 to MC</p> <p>Clerk to contact FHCPP with decision</p> |
| <p>18.</p> | <p>Urgent Business</p> <p>Play equipment in Russett Drive has been damaged, the play area has been closed off and a notice of closure has been posted. A quote was presented to the Council for repairs from Ludus Leisure for £ 417.40. The Council agreed to proceed with this quote for repairs.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Henderson</p> <p>Resolved</p> | <p>Clerk to inform OM to proceed with the purchase</p> |
| <p>19.</p> | <p>To confirm the date of the next meeting of Red Lodge Parish Council scheduled for Tuesday 28th November 2017, to be held at St. Christopher’s Church, Boundary Road, Red Lodge. IP28 8JQ, commencing at 19:00</p> <p>The next Red Lodge Parish Council meeting was confirmed as above.</p> | <p>Noted</p> |
| <p>20.</p> | <p>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.</p> <p>To progress the renewal of insurance.</p> | <p>Clerk to review assets and liaise with insurers</p> |

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| | <p>The renewal premium for insurance for Red Lodge Parish Council and Sports Pavilion including buildings, contents and all risks with Zurich has been received. The Risks need to be reviewed before proceeding with the renewal for 3 years.</p> <p>Proposed: Cllr. Cash Seconded: Cllr. Thompson</p> <p>Resolved</p> <p>Clerk to review the assets and liaise with the insurers for a renewal period of 3 years.</p> | |
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The meeting closed at 21:00