



Parish Office, Sports Pavilion, Hundred Acre Way, Red Lodge, Suffolk, IP28 8FQ
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<http://redlodge.suffolk.cloud>

Minutes of a Meeting of Red Lodge Parish Council

Date: Tuesday 27th February 2018

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

In Attendance: Mrs. Shazia Shujah (Clerk)
Members of the public: 8
Head of Land & Strategic Planning, Hill.

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

- Agenda for 27.02.18

	Item	Action
1.	Chair Person's welcome.	Chairman
2.	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.	
3.	Apologies for absence. Apologies for Cllr. Kovacevic and Cllr. Cash were noted and accepted. Absent: Cllr. Thompson Noted	
4.	Declaration of interest. None declared Noted	
5.	Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes. No members of the public spoke. Noted	
6.	Confirmation of Minutes of the meetings held on the 30th January 2018. The Minutes of the Red Lodge Parish Council Meeting held on the 30 th January 2018 were agreed as an accurate record and signed accordingly by the Chairman. Proposed: Cllr. Dwan Seconded: Cllr. Henderson Resolved	Clerk to file and distribute accordingly.
7.	Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports.	
7.1	The Chairman summarised the SNT Newsletter for Mildenhall, February 2018. <ul style="list-style-type: none"> • Reports of ASB by youths near the shops in St. Johns Estate are being looked into by the Police. • The Police have responded to complaints of parking outside schools by carrying out patrols and issuing FPN's to illegally parked motor vehicles. • The Police have arrested a male dog walker in Red Lodge following reports of his aggressive behaviour. Noted	

<p>8.</p>	<p>KWA Architects presentation for the proposed development of the White Star Stables, Red Lodge.</p> <p>The Head of Strategic Land & Planning for Hill was invited to speak on the proposed development. The meeting was informed that White Star Stables are proposing a development to provide mixed use accommodation and rehabilitation of horses.</p> <p>The Southern part of the development will include a training centre, office, classroom, a flat for on-site security and paddocks. The Northern part of the development will include 100 houses with vehicular access onto Warren Road.</p> <p>Noted</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>Financial Matters</p> <p>Approval of all payments in January 2018 for Parish and Pavilion accounts.</p> <p>Members approved all payments in January 2018 for both Parish and Pavilion accounts.</p> <p>Proposed: Cllr. Henderson Seconded: Cllr. Dwan</p> <p>Resolved</p> <p>Approval of all payments in February 2018 ,up to 15/02/18 and 20/02/18 for Parish and Pavilion accounts respectively .</p> <p>Members approved all payments in February 2018 (inclusive of the dates shown above) for both Parish and Pavilion accounts.</p> <p>Proposed: Cllr. Henderson Seconded: Cllr. Dwan</p> <p>Resolved</p> <p>To Note the Bank Balances as stated on 21/02/2018:-</p> <ul style="list-style-type: none"> • Parish Bank Account - £169,437.67 • Pavilion Bank Account - £152,101.15 • Deposit Account - £106,731.12 <p>Noted</p> <p>To confirm the receipt of Fuel Cards with Esso for the groundsmen. The cards have a maximum allowance of £500 per month.</p> <p>Noted</p> <p>Rialtas Business Solutions will be carrying out the year end close down of the accounts on Tuesday 17th April 2018.</p> <p>Noted</p>	

<p>9.6</p> <p>9.7</p>	<p>To confirm the receipt of an invoice of £1459.13 for Street Lighting Maintenance and Energy, for the period 1st April 2017 -31st March 2018 from Suffolk Highways. Noted</p> <p>The members reviewed the Budget against the actual spend as at 31.01.2018. Noted</p>	<p>Clerk to confirm the invoice amount.</p>
<p>10.</p> <p>10.1</p>	<p>Discuss and approve any purchases</p> <p>Microsoft Office 365 Home Subscription Renewal Members considered and agreed the renewal of the above subscription expiring on 14th March 2018.</p> <p>Proposed: Cllr. Sewell Seconded: Cllr. Henderson Resolved</p>	<p>Clerk to proceed with the purchase.</p>
<p>11.</p> <p>11.1</p> <p>11.2</p>	<p>Planning Applications</p> <p>To Consider any Planning Applications :- (To also consider Planning Applications submitted post-publication of the agenda)</p> <ul style="list-style-type: none"> • DC/18/0198/HH Proposal: Householder Planning Application – (i) single storey rear extension and (ii) porch to front elevation (following the removal of existing rear canopy) (Resubmission of DC/17/1027/HH) Location: 7 Warren Road, Red Lodge, IP28 8JU. <p>Members agreed to ‘no comment’ on the above application. Resolved</p> <ul style="list-style-type: none"> • DC/18/0270/OUT Proposal: Outline Planning Application (All matters reserved) – 2no. dwellings) Location: 18 Warren Road, Red Lodge, IP28 8JU. <p>Members agreed to ‘no comment’ on the above application. Resolved</p>	<p>Chairman</p>
<p>12.</p> <p>12.1</p>	<p>Correspondence Received</p> <p>Gross & Co Solicitors re ownership of Sorrel Court</p>	

	<p>To note an email received from Gross & Co. Solicitors, they have made a HM Land Registry search, Title Number: SK328422, confirming that Red Lodge Parish Council owns Sorrel Court.</p> <p>Noted</p> <p>12.2 NALC L02-18 Reporting Personal Data Breaches</p> <p>To note the briefing (i) explains the new personal data breach reporting obligations, failure to report a breach may result in a fine up to €10 million. (ii) encourages Councils and Parish Meetings to ensure that there are organisational and technical resources in place to minimise personal data breaches (iii) explains how to respond to personal data breaches.</p> <p>Noted</p> <p>12.3 NALC L01-18 Financial Assistance to the Church</p> <p>The above briefing considers whether a Parish Council may provide financial assistance to the church (or other religious bodies). In summary there is no consensus on this issue.</p> <p>Noted</p> <p>12.4 Suffolk Cloud</p> <p>To note for possible future purposes, Suffolk Cloud are offering an updating service to manage a Parish Councils website (uploading minutes, agendas, events etc.)</p> <p>Noted</p> <p>12.5 Community Café request from Sports Pavilion employee</p> <p>Members considered the request of a Sports Pavilion employee who would like to run 'The Chatty Café Scheme', on a voluntary basis at the Red Lodge Sports Pavilion. The aim is to help people socialise who are lonely, isolated or just wanting to chat.</p> <p>Members also considered:-</p> <ul style="list-style-type: none"> • Free Room Hire and use of equipment to run the café • One off donation of £10 to The Chatty Café Scheme • Use of some of the Pavilion's toys <p>All monies taken from the sales will go back to the Council towards the cost of room hire</p> <p>All members agreed to the donation of £10 towards The Chatty Scheme (LGA 1972, s.111).</p> <p>Proposed: Cllr. Sewell Seconded: Cllr. Henderson</p> <p>Resolved</p>	<p>Clerk to arrange the payment of £10 donation.</p>
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<p>12.6</p>	<p>Search Point UK Members considered an email received from Search Point UK, they have built a google page for Red Lodge Parish Council and documented the activity free of charge. The price to continue with their services is £249 + vat per annum. The Members agreed to not pursue the services offered by Search Point UK.</p> <p>Proposed: Cllr. Sewell Seconded: Cllr. Henderson Resolved</p>	<p>Clerk to inform Search Point UK</p>
<p>12.7</p>	<p>Highways England – A11 Barton Mills – Landscaping and Visual Improvement Works Note that a letter was received from Highways England, they will commence work on weeknights between 8pm and 6am, within lane closures, during the week of 5 February 2018- 27 March 2018. Work will be carried out on the verges of the A11 at locations between the A14-A11 junction and the Fiveways Roundabout at Barton Mills.</p> <p>Noted</p>	
<p>12.8</p>	<p>East Cambridgeshire Local Plan – Programme Officer Note a letter received from the Programme Officer regarding the forthcoming independent examination of the East Cambridgeshire Local Plan, the hearings will take place in summer 2018.</p> <p>Noted</p>	
<p>12.9</p>	<p>RAF Mildenhall An invitation for the Chairman to attend Texas Independence Day on Friday 2nd March 2018.</p> <p>Noted</p>	
<p>12.10</p>	<p>Suffolk Preservation Society (SPS) An invitation received from SPS to attend Heritage Training for Town and Parish Councils, on Tuesday 20 March 2018, 9:45am – 1:00pm at Haughley Park Barn. £40 per Council (maximum 2 delegates).</p> <p>Noted</p>	
<p>12.11</p>	<p>Mildenhall Parish Council An invitation received for Members to attend Mildenhall Annual Parish Meeting on Tuesday 17th April 2018 at 7pm, Jubilee Centre, Mildenhall.</p> <p>Noted</p>	
<p>12.12</p>	<p>Parish Play Inspections 2018/19 Members considered the annual inspection 2018/19 (FHDC) the cost of the audit will be £52.08 plus VAT per play area.</p>	<p>Clerk to arrange play inspections.</p>

	<p>Members agreed the annual inspection with FHDC for 6x play areas (LGA 1972, s.111).</p> <p>Proposed: Cllr. Sewell Seconded: Cllr. Henderson Resolved</p>	
13.	Urgent Business	
13.1	<p>S P Landscapes Ground Maintenance Renewal</p> <p>Members considered the renewal of the ground maintenance (grass cutting) with S P Landscapes, with the first grass cutting commencing end of March/beginning of April 2018.</p> <p>Members decided that a 3 months contract with S.P. Landscapes would be appropriate. Any grass cutting required thereafter will be reviewed accordingly.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Henderson Resolved</p>	Clerk to enquire if S.P. Landscapes will provide a contract for 3 months.
13.2	<p>Internal Control Statement 2017/18</p> <p>Members reviewed and adopted the Internal Control Statement 2017/18 for Red Lodge Parish Council.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Henderson Resolved</p>	Clerk to file and distribute accordingly.
14.	<p>To confirm the date of the next meeting of Red Lodge Parish Council scheduled for Tuesday 27th March 2018, to be held at St. Christopher's Church, Boundary Road, Red Lodge. IP28 8JQ, commencing at 19:00</p> <p>The date of the next meeting of Red Lodge Parish Council was confirmed as above.</p> <p>(Note: The Clerk left the meeting at 19:55)</p>	Clerk to make the necessary arrangements for the meeting.
15.	<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>	Chairman & Vice-Chairman to inform the relevant staff.
15.1	<p>Members discussed staffing issues; a letter will be sent to inform the relevant staff of the decisions made (confidential report 270218-01).</p> <p>Resolved</p>	

There being no further business the meeting closed at 20:15.