



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

Date: Tuesday 26th June 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. Stephen Cash
Cllr. Sylvia Davidson
Cllr Vanessa Kovacevic
Cllr. Paul Speed
Cllr. Ian Thompson

In Attendance: Clerk/RFO
District Cllr. Carol Lynch
Members of the public: 1
Nominations: 1

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

- Agenda for 26.06.18

	Item	Action
1.	Chair Person's welcome.	
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. None Noted	
4.	Declaration of interest. None declared Noted	
5.	To receive nominations for the vacant posts of Councillors. The members voted on a nomination received for co-option. There were 4 votes against and 3 in favour for co-option. The nomination was therefore repudiated. Proposed: Cllr. Cash Seconded: Cllr. Sewell Resolved	
6.	Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes.	
6.1	A representative spoke on behalf of the applicant of DC/18/1029/OUT. The representative gave an overview of the application and highlighted that the environmental plans regarding the flood risks are incorrect. Noted	
7.	Confirmation of Minutes of the meetings held on the 29th May 2018. The Minutes of the Red Lodge Parish Council Meeting held on the 29 th May 2018 were agreed as an accurate record and signed accordingly by the Chairman. Proposed: Cllr. Kovacevic Seconded: Cllr. Dwan Resolved	Clerk to file and distribute accordingly.
8.	Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports.	
8.1	Dist. Cllr. Lynch gave an overview on the progress of the war memorial. A meeting was held between Cllr. Stanbury and the stone mason, it was agreed	

	<p>that the memorial stone is too large to be placed at the Millennium Centre.</p> <p>Noted</p>	
8.2	<p>Dist. Cllr. Lynch has requested Forest Heath District Council to contact the Clerk of Red Lodge Parish Council with maps depicting land ownership.</p> <p>Noted</p>	Clerk to contact FHDC
8.3	<p>The Chairman summarised the June 2018 SNT Newsletter:-</p> <ul style="list-style-type: none"> • Cannabis used in the play park in Red Lodge • An Engagement Surgery will be held at the Millennium Centre on 28 June 2018 <p>Noted</p>	
9.	Financial Matters	
9.1	<p>It was noted that the bank reconciliation statements for May 2018 have been verified and signed by Cllr. Thompson.</p> <p>Noted</p>	
9.2	<p>Members approved all payments in May 2018 for both Parish and Pavilion accounts.</p> <p>Proposed Cllr. Thompson Seconded: Cllr. Dwan</p> <p>Noted</p>	
9.3	<p>It was noted that the Bank Balances as stated on 19/06/2018 were as follows:-</p> <ul style="list-style-type: none"> • Parish Bank Account: £194,093.77 • Pavilion Bank Account: £143,200.48 • Deposit Account: £106,748.96 <p>Noted</p>	
9.4	<p>Members approved the top-up of the Parish petty cash for £63.49, a cheque was signed accordingly by the Chairman and the Vice-Chairman.</p> <p>Proposed: Cllr. Cash Seconded: Cllr. Kovacevic</p> <p>Resolved</p>	Clerk to obtain the monies for petty cash.
10.	Discuss and approve any purchase (LGA 1972, s.111).	
10.1	<p>Members agreed to renew the grass cutting services by SP Landscapes on a monthly basis as per their quote on 20 June 2018 :-</p> <ul style="list-style-type: none"> • Millennium Centre and play area costing £52.50 per cut. • Kings Warren Estate, costing £131.25 per cut. 	Clerk to notify SP Landscapes

<p>10.2</p>	<ul style="list-style-type: none"> Shrub Maintenance, costing £75 per visit. <table border="1" data-bbox="352 264 1241 524"> <thead> <tr> <th>Month</th> <th>Grass Cuts</th> <th>Shrub Visits</th> <th>£ Costs</th> </tr> </thead> <tbody> <tr> <td>July</td> <td>2</td> <td>1</td> <td>442.50</td> </tr> <tr> <td>August</td> <td>1</td> <td>1</td> <td>258.75</td> </tr> <tr> <td>September</td> <td>2</td> <td>1</td> <td>442.50</td> </tr> <tr> <td>October</td> <td>1</td> <td>1</td> <td>258.75</td> </tr> <tr> <td>November</td> <td>1</td> <td>1</td> <td>258.75</td> </tr> <tr> <td>December</td> <td>0</td> <td>1</td> <td>75</td> </tr> </tbody> </table> <p>Proposed: Cllr. Dwan Seconded: Cllr. Thompson Resolved</p> <p>Members agreed the grass cutting quote for the sports pitches before the summer fun day, by Vertas at a cost of £145 ex VAT.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Dwan Resolved</p>	Month	Grass Cuts	Shrub Visits	£ Costs	July	2	1	442.50	August	1	1	258.75	September	2	1	442.50	October	1	1	258.75	November	1	1	258.75	December	0	1	75	<p>Clerk to notify Vertas</p>
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<p>12.</p> <p>12.1</p> <p>12.2</p> <p>12.3</p>	<p>Planning Applications Members considered Planning Applications :- (To also consider Planning Applications submitted post-publication of the agenda)</p> <ul style="list-style-type: none"> DC/18/0981/HH Proposal: Householder Planning Application - Two Storey rear extension Location: 11 Bergamot Close, Red Lodge Suffolk. IP28 8SL <p>Members agreed to 'No Comment' on the above planning application.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Thompson Resolved</p> <ul style="list-style-type: none"> DC/18/1023/OUT Proposal: Outline Planning Application (All matters reserved) – 2 no. dwellings Location: 18 Warren Road, red Lodge IP28 8JU <p>Members agreed to 'No Comment' on the above planning application.</p> <p>Proposed: Cllr. Kovacevic Seconded: Cllr. Cash Resolved</p> <ul style="list-style-type: none"> DC/18/029/OUT Proposal: Outline Planning Application (Means of access and scale to be considered) 1 no. dwelling, parking and access – resubmission of DC/17/1244/OUT 	<p>Clerk to notify Planning.</p>																												

12.4	<p>Location: Land to South West of Treetops 44 Warren Road, Red Lodge, Suffolk.</p> <p>Members all agreed to support the above planning application.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Dwan</p> <p>Resolved</p> <ul style="list-style-type: none"> • 18/00752/ESO Proposal: Sustainable 'Garden Village' extension to Kennett – residential-led development, associated employment and community uses (including care home and/or sheltered housing) and a new primary school with a pre-school (nursery) facilities, supported infrastructure and open space/landscaping. Location: Land Southwest of 98 to 138 Station Road, Kennett, Suffolk <p>Members agreed to 'No Comment' on the above planning application.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Dwan</p>	
13.	<p>Members Considered Correspondence Received:- (To also consider other correspondence submitted post-publication of the agenda)</p> <p>13.1 Donation Request from Red Lodge Chatty Café Members considered correspondence received on 25th May 2018 from the Chatty Café, requesting a donation from the Parish Council for equipment and other items for the cafe. The Chairman informed the meeting that the café would trial an existing chalk-board for advertisement purposes, this will be reassessed. Costings of parasols for picnic tables to be submitted by the café for the Council to consider. Noted</p> <p>13.2 Parishioner The Chairman read an email received on 19th June 2018 from a Parishioner, with complaints of parking of several vehicles by a resident on Turnpike Road; overgrown vegetation on Laburnum Close and the sale of items by a resident on Turnpike Road. Dist. Cllr. Lynch informed the meeting that the Parish Council had no power to alleviate the situation, however Suffolk County Council is responsible for these issues. Noted (Note: Dist. Cllr. Lynch left the meeting at 19:37)</p>	<p>Clerk to notify Chatty Café</p> <p>Clerk to notify the parishioner</p>
14.	<p>Urgent Business</p> <p>14.1 Members considered the Future Grass Cutting Assessment Report prepared</p>	

	<p>and summarised by Cllr. Kovacevic. This report compared the costings for both in-house and out-sourced contracts for grass cuttings in the village, over 10 years. The cumulative totals for in-house and out-sourced were £27,195.68 and £32,88.36 respectively.</p> <p>Members agreed that quotes for the necessary equipment for grass cutting should be submitted to the Council for consideration.</p> <p>Members also agreed that future grass cuttings will be done in-house.</p> <p>Cllr. Thompson will investigate purchasing refurbished equipment to further reduce costs.</p> <p>Proposed: Cllr. Thompson Seconded : Cllr. Dwan Resolved</p> <p>14.2 Members agreed a float of £2000 required for the summer event. A cheque of £2000 was signed by the Chairman and the Vice-Chairman (LGA 1972, s.111).</p> <p>Proposed: Cllr. Speed Seconded : Cllr. Dwan Resolved</p> <p>14.3 Members reconsidered a fire safety quote from PSB Fire and electric and compared this to a quote from County Fire Services.</p> <p><u>PSB Fire and electric:-</u> Fire alarm, fire extinguishers excluding parts, emergency lighting and PATS testing, 1 visit per annum £99.00.</p> <p><u>County Fire Services :-</u> Fire alarm system 2 visits per annum £150.00 Fire extinguishers, including parts and 5 year warranty, 1 visit per annum £3.50 per unit. Emergency lighting 1 visit per annum £60.00</p> <p>Members agreed to proceed with the quote from County Fire Services.</p> <p>Proposed: Cllr. Sewell Seconded : Cllr. Thompson Resolved</p> <p>14.4 Members considered and agreed the quote from 4i Water Services Ltd. for Red Lodge Parish Council to become compliant in water testing for Legionella:-</p> <p>To supply a site-specific log book, £250.00 ex. VAT To provide a 4 hour Legionella Awareness Training Course on-site (Sports Pavilion) for up to 6 persons, £550.0 ex. VAT</p> <p>To reduce costs, 2 places for the training will be marketed externally.</p> <p>Proposed: Cllr. Cash Seconded : Cllr. Thompson Resolved</p>	<p>Cllrs. Kovacevic & Thompson to obtain costings for equipment.</p> <p>Clerk to obtain the monies for the float.</p> <p>Clerk to contact County Fire Services.</p> <p>Clerk to arrange a date for training</p>
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15.	<p>To confirm the date of the next Parish meeting scheduled for Tuesday 31 July 2018, to be held at St. Christopher’s Church, Boundary Road, Red Lodge. IP28 8JQ, commencing at 19:00</p> <p>The next meeting was confirmed as above.</p>	Clerk to make the necessary arrangements for the meeting.
15.1	<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>Members agreed to attend a meeting requested by a Sports Club to discuss a non-disclosed matter.</p> <p>All agreed. Resolved</p>	Sports Pavilion Administrator to arrange the meeting.
15.2	<p>Members discussed the combined use of the Sports Pavilion changing rooms and Events room facilities for a sports club.</p> <p>Members agreed to accommodate the sports club and to apply the same conditions as imposed on other sports clubs with similar requests.</p> <p>All agreed. Resolved</p>	Sports Pavilion Administrator to notify the club.

There being no further business the meeting closed at 19:55.