



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 30th October 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. Steve Cash
Cllr. Sylvia Davidson
Cllr Vanessa Kovacevic

In Attendance: Clerk/RFO
District Cllr. Lynch
UK Power Networks
Members of the public: 3

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

- Agenda for 30.10.18

| | Item | Action |
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| 1. | Chair Person's welcome. | |
| 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. | |
| 3. | Apologies for absence. District Cllrs. Stanbury Accepted Absent: Cllrs. Speed and Thompson | |
| 4. | Declaration of interest and applications for dispensation. None declared Noted | |
| 5. | Members of the public are invited to speak on any item on the agenda for a maximum of 3 minutes. A member of the public requested clarification on item 9.7 on the agenda. This item was clarified by the Chairman. | |
| 6. | Confirmation of Minutes of the meetings held on the 25 September 2018. The Minutes of the Red Lodge Parish Council Meeting held on the 25 th September 2018 were agreed as an accurate record and duly signed by the Chairman. Proposed: Cllr. Kovacevic Seconded: Cllr. Dwan Resolved | Clerk to file and distribute accordingly. |
| 7. | Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports. | |
| 7.1 | Dist. Cllr. Lynch informed the meeting that planning permission had been granted to travellers for an agreed number of caravans on Elms Road, however there are more caravans than agreed. | |
| 7.2 | The Chairman read a report from the Millennium Centre which outlined the activities and the events held at the centre and. No accounts information was provided by the accountants for the Millennium Centre. Noted | |

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| <p>8.</p> <p>8.1</p> | <p>Invitation for UK Power Networks (UKPN) to discuss works on the electricity infrastructure in the area.</p> <p>A representative of UKPN informed the meeting that they are proposing to replace existing 11,000 Volt overhead electricity line with underground cable and a substation positioned near the lorry park on Turnpike Road. The cable will be diverted across third party land towards the Millennium Centre where it will be connected to the existing substation. Traffic management will be in place with minimum disruption to the area.</p> <p>The Parish Council as the owners of the Millennium Centre land, agreed to UKPN's request for permission to proceed with the work proposed.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Sewell Resolved</p> | <p>Clerk to inform the Millennium Centre of the works proposed.</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>Financial Matters</p> <p>To confirm that the bank reconciliation statements for September 2018 have been verified and signed by Cllr. Thompson. Noted</p> <p>Members approved all payments in September 2018 for Parish and Pavilion accounts. Noted</p> <p>Members to Note the Bank Balances as of 24/10/18 for the following accounts :-</p> <ul style="list-style-type: none"> • Parish Bank Account £201,186.05 • Pavilion Bank Account £139,127.00 • Deposit Account £106,766.50 <p>Noted</p> <p>Members to note that Red Lodge Parish Council have passed the HMRC check on the VAT for the period 04/18. Noted</p> <p>Members to note that the VAT claim of £1978.98 for January –end of March 2018 has been received from HMRC on 15th October 2018. Noted</p> <p>Members to note the receipt of the third part of the precept of £38,808.00</p> | |

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| | from Forest Heath District Council, on the 28 th September 2018. Noted | |
| 9.7 | Members verified the second payment of the grant of £6000 to the Millennium Centre. Noted | Clerk to arrange the payment to MC. |
| 9.8 | Members discussed and reviewed the budget for the second quarter. The Members were satisfied with the figures. Noted | |
| 9.9 | Members agreed to discuss setting the budget for the next financial year 2019/20 at the next meeting. Noted | |
| 9.10 | Members reviewed and were satisfied with the latest bar stock report 16/08/2018- 15/10/2018. Noted | |
| 9.11 | Members reviewed and agreed the updated asset register version 31.03.18-01. Proposed: Cllr. Kovacevic Seconded: Cllr. Dwan Resolved | Clerk to file accordingly. |
| 10. | Members Reviewed and Adopted the Suffolk Local Code of Conduct for Red Lodge Parish Council. Proposed: Cllr. Kovacevic Seconded: Cllr. Sewell Resolved | Clerk to file accordingly. |
| 11. | Discuss and approve any purchase (LGA 1972, s.111). | Clerk to proceed with the purchase. |
| 11.1 | Members to note the renewal of the Parish Council Policy for £7540.34 plus an additional £43.41 to include the hired Olivetti printer. Noted | |
| 11.2 | Members considered and agreed to purchase a Speed Indicator Device (SID) for the next financial year 2019/20. It was agreed to budget £3000 for the SID. Proposed: Cllr. Cash Seconded: Cllr. Dwan Resolved | Clerk to budget for SID and complete relevant application. |

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| <p>11.3</p> | <p>Members considered (i) Routine Visual Inspections and (ii) Operational Inspections training courses for the Groundsmen. There are 2 options for training:-</p> <ol style="list-style-type: none"> 1. On-site training for up to 6 delegates:- <ol style="list-style-type: none"> (i) Routine visual inspection course, £920 Plus VAT, plus £100 for RPII exam (optional) (ii) Operational Inspection course, £1775 plus VAT, plus £200 for RPII examination fee (optional). 2. Training at ROSPA premises per person:- <ol style="list-style-type: none"> (iii) Routine visual inspection course, £270 Plus VAT, plus £100 for RPII exam (optional) (iv) Operational Inspection course, £480 plus VAT, plus £200 for RPII examination fee (optional). <p>Members agreed that quotes from other companies should be sought.</p> <p>Deferred</p> | <p>Clerk to obtain alternative quotes.</p> |
| <p>11.4</p> | <p>Members considered a quote for the supply and fit of a drinking fountain with bottle filler, at a cost of £980. It was agreed that this was not the required product. Clerk to contact the supplier for a quote to supply and fit a tap for drinking water.</p> <p>Deferred</p> | <p>Clerk to contact supplier.</p> |
| <p>11.5</p> | <p>A cheque for the Pavilion petty cash imprest, for the sum of £216.43, cheque number 000456 was approved and signed by Members.</p> <p>Proposed: Cllr. Sewell Seconded: Cllr. Dwan</p> <p>Resolved</p> | <p>Clerk to arrange the collection of monies.</p> |
| <p>12.</p> | <p>Planning Applications Members considered Planning Applications :- (To also consider Planning Applications submitted post-publication of the agenda)</p> <p>12.1 Members noted minor amendments to the application below. The annex has been moved closer to the dwelling. Also, the materials used on the annex will match the cladding on the main dwelling.</p> <ul style="list-style-type: none"> • DC/18/1578/HH RE-CONSULTATION IN RESPECT OF A PLANNING PROPOSAL Proposal: Householder Planning Application – ancillary residential accommodation to the main dwelling. Location: The Vines, Turnpike Road, Red Lodge, IP28 8RT. <p>Noted</p> | |

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| 12.2 | <ul style="list-style-type: none"> • DC/18/2035/HH Proposal: Householder Planning Application – Detached double garage Location: 14 Poppy Close, Red Lodge. IP28 8FL <p>Members agreed to ‘No Comment’ on the above application.</p> <p>Proposed: Cllr. Kovacevic Seconded: Cllr. Sewell Resolved</p> | Clerk to notify Planning. |
| 13. | <p>Members Considered Correspondence Received:- (To also consider other correspondence submitted post-publication of the agenda)</p> <p>13.1 Members considered and agreed a donation request of £250 to an existing Sports Pavilion customer.</p> <p>Proposed: Cllr. Kovacevic Seconded: Cllr. Dwan Resolved</p> <p>13.2 Members noted the invitation to comment on the Draft Cambridgeshire Statement of Community Involvement. Noted</p> <p>13.3 Members considered a request for parking restrictions on Elms Road, Red Lodge. It was agreed that the Parish Council are unable to make this decision and this needs to be referred back to Suffolk County Council. Noted</p> <p>13.4 Members considered a request from a Parishioner, for a quote for grounds maintenance services provided by the Parish Council in the Chase Concept development in Red Lodge. It was agreed by all the Members that the Parish Council would not participate in this request as there are a lot of implications and responsibilities which cannot be dealt with by the shortage of staff and the time constraints. Resolved</p> <p>13.5 Members considered a donation request from Citizens Advice West Suffolk. It was agreed that the application will be considered in the next financial year as there were insufficient funds to fulfil this request. Noted</p> | <p>Clerk to arrange payment</p> <p>Clerk to inform the correspondent</p> <p>Clerk to inform the Parishioner.</p> <p>Clerk to notify CAS WS.</p> |
| 14. | Urgent Business | |
| 14.1 | Transport Vehicle | |

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| | <p>The purchase of a small tipper truck, costing approximately £14,000-£16,000 was considered for transport purposes by the Operations Manager and 1 groundsman. The insurance for these types of vehicles has been quoted as approximately £2,000.</p> <p>The Members agreed that the Clerk should contact other local Parish Councils to establish what means of transport is used by them and also to seek recommendations from SP Landscapes.</p> <p>Deferred</p> | <p>Clerk to contact Parish Councils and SP Landscapes</p> |
| 15. | <p>To confirm the date of the next Parish meeting scheduled for Tuesday 27 November 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> | <p>Clerk to make the necessary arrangements for the meeting.</p> |
| 16. | <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>None</p> | |

There being no further business the meeting closed at 20:30.