



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 30th April 2019

Time: 19:00

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

Present: Cllr. Angela Sewell (Chairman)
Cllr. Sandra Dwan (Vice Chairman)
Cllr. Steve Cash
Cllr Vanessa Kovacevic
Cllr. Stephen Smith
Cllr. Ian Thompson

In Attendance: Clerk/RFO
Members of the public: 12

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

- Agenda for 30.04.2019

	Item	Action
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. Cllr. Davidson absent Noted	
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 suggested groups in receipt of s.137 donations from Red Lodge Parish Council should report to the council on how the monies have been spent. Noted	
6.	Confirmation of Minutes of the meetings held on the 26 March 2019.	Clerk to file and distribute accordingly
6.1	Cllr. Kovacevic queried minute reference 7.3.3 for the meeting held on 26 March 2019. The Clerk explained that the audio recording of the meeting alongside the Clerk's notes both verified the minute reference 7.3.3. The Minutes of the Red Lodge Parish Council Meeting held on the 26 th March 2019 were agreed as an accurate record and duly signed by the Chairman. Proposed: Cllr. Thompson Seconded: Cllr. Dwan Resolved	
7.	Reports from the County Councillor, District Councillor, the Police Newsletter and any other reports.	
7.1	Events Working Party Update Cllr Kovacevik provided an update on the Events Working Party: <ul style="list-style-type: none"> • The Food Truck Fest held on Sunday 14th April 2019, had made an approximate profit of £400. • A country night will be held on Saturday 11th May 2019. • A car boot sale will be held on Sunday 12th May 2019. • A sports taster day will be held on Sunday 23rd June 2019. 	

	<p>'The National Lottery Awards for All' donation of £4000 will be used to fund a temporary skate park, archery, dodge ball and a climbing wall at the sports taster day.</p> <p>Cllr. Kovacevic stated that volunteers were needed on the day of the events.</p> <p>Noted</p>	
8.	Financial Matters	
8.1	<p>Members to note that the bank reconciliation statements for March 2019 have been verified and signed by Cllr. Thompson.</p> <p>Noted</p>	Clerk to publish financial information on the website
8.2	<p>Members approved all payments in March 2019 for Parish and Pavilion accounts.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Sewell</p> <p>Resolved</p>	
8.3	<p>Members noted the bank balances as of 24/04/19 for the following accounts:</p> <ul style="list-style-type: none"> • Parish Bank Account £ 91,990.79 • Pavilion Bank Account £130,370.39 • Deposit Account £106,793.12 <p>Noted</p>	
8.4	<p>Members reviewed the final quarter of the budget at the end of the financial year 2018/19. It was noted that over-expenditure had occurred for Pensions, Health & Safety and Professional Fees. The council were overall satisfied with the figures.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Thompson</p> <p>Resolved</p>	
8.5	<p>Members noted that the year-end closure of accounts by Rialtas Business Solutions has been completed. The Balance Sheet as at 31st March 2019 and section 2 of the statement of the accounts for the year ended 29 March 2019 were both duly signed by the Chairman and the Responsible Finance Officer.</p> <p>Noted</p>	
8.6	<p>Members noted the invoice for the LED light replacements has been received and paid £35,993.19 + £7,198.64 VAT = £43,191.83.</p> <p>Noted</p>	
8.7	<p>Members noted the receipt of the 2019/20 precept of £131,800 on 25/04/2019.</p> <p>Noted</p>	
8.8	<p>Members agreed the dates for the parish council meetings for the remainder of 2019:</p> <p>14/05 (AGM); 14/05; 21/05 (APM); 25/06;30/07; 24/09; 29/10; 26/11.</p> <p>Noted</p>	

8.8	The latest bar stock report was summarised. The bar stock take will be carried out every quarter. Resolved	
9.	<p>Discuss and approve any purchase (LGA 1972, s.111).</p> <p>9.1 Members ratified the supply and installation of 2 additional cameras from TA Security: £207.70 + Network switch £45.62 + Travelling time £45.00. + VAT £59.66 = £357.98.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Thompson Resolved</p> <p>9.2 Members agreed to proceed with a quote from Ridgeons, for 2x20l Special Sadolin Classic, Teak, £478.58 inc. VAT.</p> <p>Proposed: Cllr. Kovacevic Seconded: Cllr. Thompson Resolved</p> <p>9.3 Members considered quotes (circulated to members) for pitch maintenance:</p> <ul style="list-style-type: none"> i. Turf Management Company ii. SP Landscapes iii. Vertas iv. Parkers Pitches <p>Members all agreed to defer this item until the irrigation system for the pitches is complete. Deferred</p> <p>9.4 Members agreed to proceed with a quote from Vertas, for a 1-off cut of the sports field for £184.50 + VAT, providing that the pitch is rolled.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Kovacevic Resolved</p> <p>9.5 Members reviewed S P Landscapes monthly shrub cuttings and agreed to reduce them from monthly to every other month, at a cost of £125 per visit, thus an annual fee of £750.</p> <p>Proposed: Cllr. Kovacevic Seconded: Cllr. Sewell Resolved</p> <p>9.6 Members agreed to proceed with a quote from MPLC licence for TV broadcasting in public places, sec.72, Copyright Designs and Patents Act 1988, £251.97 + VAT.</p>	<p>Clerk to proceed with purchases.</p> <p>Clerk to contact Vertas</p> <p>Clerk to contact SPL</p>

	<p>Proposed: Cllr. Kovacevic Seconded: Cllr. Dwan Resolved</p> <p>9.7 Members all agreed to proceed with a quote from PTSG, installation of bonded connections between the existing lightning protection system and: 4No. Solar panel x2 1 Sat. dish 1 TV Ariel Total Cost £514.00 + VAT.</p> <p>Proposed: Cllr. Kovacevic Seconded: Cllr. Thompson Resolved</p> <p>9.8 Members considered quotes for fire door replacements (circulated to members). Members agreed to proceed with a quote from Latham’s Security Doorsets Ltd, for a Double Doorset to 1235mm x 1992mm – Visions fitted with CORNI panic bars fitted, plus door fitting, £3354.74 inc. VAT. Members requested the Clerk to query the delivery charge.</p> <p>Proposed: Cllr. Smith Seconded: Cllr. Thompson Resolved</p> <p>9.9 Members agreed to proceed with a quote from Maxwell Amenity, for MAX-LINE Lazer One Shot Paint 10L x 12, £204.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Dwan Resolved</p>	
<p>10.</p> <p>10.1</p> <p>10.2</p>	<p>Planning Applications To Consider any Planning Applications: (To also consider Planning Applications submitted post-publication of the agenda)</p> <ul style="list-style-type: none"> • Members reviewed decisions of the Delegation Panel. • DC/19/0500/CLE Proposal: Application for Lawful Development Certificate for Proposed use of the land as a caravan site for the siting of static caravans without restriction on the layout of the land or the occupancy of the caravans or the number of caravans on the site at any one time. Location: The Bungalow Willoway Park, Red Lodge, Suffolk <p>Members all agreed to ‘object’ on the above application, due to over-crowding, over-development and no limit in place on the number of caravans.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Sewell</p>	<p>Clerk to contact FHDC</p>

<p>10.3</p> <p>10.4</p> <p>10.5</p> <p>10.6</p>	<p>Resolved</p> <ul style="list-style-type: none"> • DC/19/0527/FUL Proposal: Planning Application – 2 no. Dwellings Location: Plot 1, Rear of 2 Warren Road, Red Lodge, Suffolk. <p>Members all agreed, bar 1, to ‘object’ on the above application, due to an inadequate and a restricted access</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Thompson Resolved</p> <ul style="list-style-type: none"> • Cambridgeshire and Peterborough Minerals and Waste Local Plan and Further Draft Consultation. <p>Members all agreed to ‘no comment’ on the above consultation. Resolved</p> <ul style="list-style-type: none"> • DC/19/0483/HH Proposal: Householder Planning Application – raise roof to create habitable space Location: 6 Warren Road, Red Lodge. IP28 8JU <p>Members all agreed, bar 1, to ‘no comment’ on the above consultation.</p> <p>Proposed: Cllr. Cash Seconded: Cllr. Kovacevic Resolved</p> <ul style="list-style-type: none"> • DC/19/0254/HH Proposal: Householder Planning Application – single storey side and rear extensions (following demolition of existing garage) Location: 3 Holly Close, Red Lodge. IP28 8LP <p>Members all agreed to ‘no comment’ on the above consultation.</p> <p>Proposed: Cllr. Dwan Seconded: Cllr. Kovacevic Resolved</p>	
<p>11.</p> <p>11.1</p>	<p>Members Considered Correspondence Received: (To also consider correspondence submitted post-publication of the agenda)</p> <p>Members noted correspondence received from Suffolk County Council (SCC), stating that the fallen tree in Hundred Acre Way is not the responsibility of Suffolk Highways. The members requested the Clerk to contact SCC to seek their assistance regarding assistance in identifying areas owned by Red Lodge Parish Council. Noted</p>	<p>Clerk to contact SCC</p>

<p>11.2</p>	<p>Members noted that SCC are launching a parish highways community self-help scheme. Noted</p>	
<p>11.3</p>	<p>Members noted correspondence received from Red Lodge Millennium Centre (RLMC) regarding the trip hazard on the patio area outside Clicks Bar & Grill and the quotes received from S P Landscapes with options to remedy the issue for the benefit of RLMC. Members agreed that a meeting should be held with the trustees of RLMC and Red Lodge Parish Council to discuss this issue and to review the lease. The clerk was requested to by the members forward the quotes from S P Landscapes to RLMC. Members agreed to defer this item. Deferred</p>	<p>Clerk to forward quotes to RLMC.</p>
<p>11.4</p>	<p>Members considered the correspondence received from Dist. Cllr. Stanbury and Red Lodge Allotment Association (RLAA) regarding the lack of provision of toilet facilities on the allotments. Dist. Cllr. Stanbury stated that all agreed provisions had been fulfilled by the developers Crest Nicolson. Members reiterated that they do not want the responsibility of the allotments. Noted</p>	
<p>11.5</p>	<p>Members considered correspondence received from Red Lodge Millennium Centre requesting the annual grant from Red Lodge Parish Council. Members agreed to donate £12,000 to RLMC. Proposed: Cllr. Kovacevic Seconded: Cllr. Dwan Resolved</p>	<p>Clerk to arrange the payment</p>
<p>11.6</p>	<p>Members considered correspondence received from West Suffolk Council (WSC) for proposed locations to install bag dispensers for dog waste. WSC will be responsible for replenishing the bags when they empty the dog bins. Members all agreed to install a dispenser on the sports pavilion field near the allotments and another dispenser by the doctor's surgery. Resolved</p>	<p>Clerk to contact WSC</p>
<p>11.7</p>	<p>Members considered correspondence received from a member of the public requesting potential locations to install bag dispensers for dog waste, the dispensers have been donated by a business. The member of the public agreed to take responsibility for replenishing the bags. The members of the council advised the member of the public to discuss potential locations for the dispensers with the relevant management companies. Noted</p>	
<p>11.8</p>	<p>Members reviewed the frequency of emptying the dog bins in the village. Members all agreed the frequency of emptying the following bins:</p>	

Location	Owned By	Frequency of Emptying per week	Required Frequency of Emptying per week
Bennett Road	WSC	1	2
Buddlea Way	RLPC	2	3
Warren Road Roundabout A11	RLPC	2	3
Warren Road past Bennett Road	RLPC	1	2

Resolved

11.9 Members noted the receipt of the invoice from WSC to empty the bins, the direct debit payment plan requires payment over 9 months at £324.94 per month.

Noted

11.10 Members noted correspondence received from a member of the public with several complaints including:

- Rubbish on Green Lane – the Chairman explained that this is the responsibility of SCC.
- Overgrown hedges on the footpath from the Pines School into Kings Warren the - Chairman explained that this is the responsibility of the developers.
- Inadequate recycling facilities – the Chairman highlighted that there are recycling facilities at the Millennium Centre and Red Lodge Steak House
- Tenants of social housing neglecting their homes – the chairman advised that members of the public may contact social housing to make a complaint.
- Rubbish accumulated near the shopping area – the Chairman explained that this area is private land and the responsibility of the owners.
- Faulty self-closing gates and missing swings in the play areas – the Chairman explained that these 2 issues are in the process of being dealt with.

The Chairman informed the meeting that the Clerk had responded to the correspondent.

Noted

11.11 Red Lodge Turnpike Newsletter

The Chairman informed the meeting that s.142 monies had been allocated to Corporate Tiger for the printing and distribution of the Red Lodge Turnpike Newsletter (s. 142 LGA 1972), this was to be paid to the printers over 10 months. However, as the printers are unable to distribute the newsletter, the parish council employees are collecting the newsletters and delivering these to the volunteers. Members agreed to retain £30 per month for the employee's wages (s.112 LGA

Clerk to write to Corporate Tiger

	<p>1972) until the printers are able to deliver the newsletters independently. Members agreed that Corporate Tiger will be paid £270 per month, over 10 months per annum.</p> <p>Proposed: Cllr. Thompson Seconded: Cllr. Sewell Resolved</p> <p>11.12 Section 137 Donations Members agreed that the £4000 monies allocated for s.137 donations should be allocated as 1 payment of £400 per group, per annum. Thus allowing 10 donations to be made per annum.</p> <p>Proposed: Cllr. Cash Seconded: Cllr. Thompson Resolved</p> <p>11.13 Bar Float The bar float has a deficit of £20, members all agreed to top-up the bar float by £20. Cheque number 461 was duly signed by the Chairman and the Vice-Chairman. Resolved</p> <p>11.14 The Chairman informed the meeting that over £1,300 of debt is owed to the Sports Pavilion by hirers in the fiscal year 2018/19. Noted</p>	Clerk to obtain the monies
	<p>12. Urgent Business</p> <p>12.1 Members considered quotes from Thurlow Nunn for 3 options for a ride-on mower:</p> <ul style="list-style-type: none"> i. Supply and fit mowing deck on Viking T4, £960.00 inc. VAT ii. Ride-on mower RT4097.OSX 37", £2158.80 inc. VAT iii. Kubota GR2120S Ride-on mower (ex-demo), £7,500 inc. VAT <p>Members agreed to defer this item Deferred</p>	
	<p>13. To confirm the date of the next AGM, followed by a Parish meeting of Red Lodge Parish Council scheduled for Tuesday 14 May 2019, to be held at St. Christopher's Church, Boundary Road, Red Lodge. IP28 8JQ, commencing at 19:00</p> <p>13.1 The next meeting was confirmed as above. Noted</p>	
	<p>14. Members all resolved 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>	

	Resolved Note: The meeting closed to the public at 20:36	
14.1	Task & Finish Group update No specific update was provided.	
14.2	Members resolved staffing issues as reported in confidential report 300419-01. Resolved	Clerk to report

There being no further business the meeting closed at 20:58.