



Rendlesham

Parish Council

Minutes of the Meeting of the Parish Council at 7pm on Monday 7th April 2025 in Room 16, Rendlesham Community Centre, Walnut Tree Avenue, Rendlesham Suffolk IP12 2GG.

THIS MEETING WAS OPEN TO THE PUBLIC

Present:

Cllrs. J. Bird (Vice-Chair), E. Points, J. Weller, M. Stevenson, D. Moore (from 19:23), J. Carter, J. Oliver
K. Morgan (Clerk Assistant)
1 member of the public

1. Apologies for Absence

Apologies received from Martin Eley-Kemp and Fanny Johnson.

2. Public Forum

No questions were raised by the public.

3. Declarations of Interest

None declared. Noted that Cllr. D. Moore may declare an interest in matters relating to the Coffee Shop upon arrival.

4. Co-option of New Councillors

It was noted that two vacancies remain open. No applications were received.

5. Minutes of the Last Meeting

RESOLVED: (unanimously) to approve the minutes of the Full Council meeting held on 10th March 2025 as a true and accurate record.

6. County and District Councillor Reports

No apologies or reports were received from either County or District Councillors.

7. Community Centre Committee Update

1. Noted: The caretaker and manager posts are filled and staff are in post.
2. Noted: Payroll support is under discussion with SALC.
3. Noted: Utility contract has been renegotiated with British Gas to reduce KVA and standing charges.
4. RESOLVED: (unanimously) to delegate authority to Cllrs. Janice Weller and Mike Stevenson to clear and organise Room 16's storage cupboard.
5. RESOLVED: (unanimously) to reallocate the front admin office for Community Centre use, and move Council materials to another office.
6. RESOLVED: (unanimously) to fund external lighting works via CIL, subject to eligibility.
7. A costed proposal was presented to replace all internal lights within the Community Centre with LED fittings. The aim is to reduce long-term electricity and maintenance costs and improve user experience. The proposed cost is approximately £5,200.
 1. RESOLVED: That the Council will consider this as a potential use of CIL funding but requests that the Community Centre Committee obtain additional competitive quotes before making a final decision.
8. It was noted that the current proposal from Suffolk County Council to manage the existing EV charger at the Community Centre was commercially unfavourable.

Councillors discussed concerns that the Council would incur costs but receive no income under the suggested model. It was further noted that an electrical contractor is due to visit the site to assess the charger infrastructure.

1. Action: Cllr. Janice Weller to contact Suffolk County Council for clarification and to explore more equitable arrangements.

8. Clerk's Report

The Clerk reported that online banking access was restored on 4th April. Outstanding invoices and staff payments were processed, though some fall into the 2025/26 financial year. The AGAR will reflect this. Work is ongoing to track and verify payments and establish clear procedures to avoid recurrence.

9. Playground Safety Inspection

All amber-rated repairs were completed by 31st March 2025. Invoice received. It was agreed that Cllr. E. Points will review CIL eligibility for inspection contracts and alternative maintenance strategies. Cllr. M. Stevenson to explore costed options for review.

10. Funfair – June 2025

1. RESOLVED: (unanimously) to approve renewal of the PRS music licence (£569.85).
2. RESOLVED: (unanimously) to hold an events meeting to discuss event funding and involvement of Stocks, pending confirmation from Events Coordinator.

11. Youth Charity Working Group

RESOLVED: (unanimously) to delegate authority to the Youth Group Working Party to manage and sort Youth Group assets and records in Room 11, following appropriate archiving and data protection protocols.

12. Financial Report

1. Bank balances as of 1st April 2025:
 1. Current Account: £50,681.94
 2. Savings (CIL) Account: £95,937.60
 3. Barclays (legacy current account): £30.00 (TBC)
2. S106 and CIL reporting completed; a portion of CIL (£13,000) has been recalled due to expiry.
3. Measures are being put in place to track future CIL allocations and spending deadlines.

13. Payments

RESOLVED: (unanimously) to approve the April 2025 payments, including:

- Monthly DelaCom invoice (£72)
- Payroll services (SALC: £150)
- SALC membership (£897.92)

14. Use of CIL Monies

- RESOLVED: (unanimously) to approve Just42 youth provision as the top CIL priority.
- It was agreed that Cllr. Moore will compile a full priority list with indicative costs to be reviewed at the next meeting.

15. Action Items

- Cllr. Moore provided an update on the tractor: currently operational, no known faults, potential future servicing to be arranged locally.
- Cllr. Points reported that the IT upgrade is pending credit card access to begin Microsoft 365 migration.

16. Credit Cards

RESOLVED: (unanimously) to obtain a credit card for Clerk Assistant Kirsty Morgan, with an appropriate limit and section 75 protection.

17. Emergency Spend

RESOLVED: (unanimously) to approve the £2,000 emergency CIL spend authorised by the Clerk and Chair to mitigate potential clawback.

18. Any Other Business

Noted: leftover greenery from Community Payback needs disposal. Roger to be asked to investigate.

1. Cllr. D. Moore offered to speak to Derek Sharp about the possibility of using his chipper to dispose of cut-back shrubbery left after recent Community Payback work.

RESOLVED: (unanimously) to investigate opening a secondary bank account (e.g., via Barclays) for capital/CIL funds, and report back.

19. Exclusion of the Public and Press

RESOLVED: (unanimously) to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed.