

Kessingland Parish Council



Minutes of the Leisure, Community & Engagement Committee Meeting at 1pm on Tuesday 23rd July 2024 held in the Council Chamber, Marram Green

Members present: Councillors K. Archbold, C. Carter, C. Cook, I. Graham, L. Hood & J. McLean

Other Cllrs in attendance: S. James

Clerk to the Meeting: S. Hogg (Deputy Clerk) & D. Blowers (Admin/Committee Clerk)

1. Chairs Welcome

Councillor Carter welcomed everyone to the meeting and explained the meeting protocol.

2. Election of Chair

Cllr Carter proposed that Cllr Graham is elected as Chair of this committee which he accepted temporarily for three months. This was seconded by Cllr James with all in favour.

3. Welcome

Cllr Graham welcomed the committee to the meeting and explained the meeting protocol.

4. Election of Vice-Chair

Cllr Cook proposed that Cllr McLean is elected as Vice-Chair of this committee. This was seconded by Cllr Hood with all in favour.

5. Apologies for Absence

Apologies for absence were received from Cllrs Green & Saunders. Cllr Graham proposed acceptance of the apologies, this was seconded by Cllr McLean with all in favour.

6. Declarations of Interest

There were no Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda and there are no written requests for dispensations for Disclosable Pecuniary Interests. A dispensation has been granted to:

- Cllr Hood in respect of Kessingland CofE Primary Academy

- Cllr McLean in respect of Kessingland Sports & Social Centre & Kessingland CofE Primary Academy.
- Cllr Carter in respect of Kessingland CofE Primary Academy.

7. Minutes of the Last Meetings of the Leisure, Events & 3CD Committees

It was noted as this is the first meeting of this committee there were no minutes to receive.

8. Public Forum

No members of the public were present.

9. Football Club

Maintenance/Improvements

- 9.1 The committee discussed a previous request from the football club for floodlighting that faced the football pitch to enable training in the darker winter months. The Deputy Clerk will contact them to see if they would still like this.
- 9.2 The committee discussed pitch markings and again the football club will be contacted to ask if they are currently marking the pitches out themselves or if this is something they would like council to arrange on their behalf.

10. Play Equipment

Inspections & Maintenance

- 10.1 It was noted that monthly play inspections are taking place.
- 10.2 It was noted that the broken play equipment at Church Road and Francis Rd is awaiting repair but East Suffolk services are going to carry out the repairs. The deputy clerk will chase them up for a date for this to be actioned.
- 10.3 Councillors considered repairs to the gate at the entrance of Church Road play area. It was agreed that the General Factotum would be asked to look at it and give a report back and to agree what signage will be needed.

11. Noticeboards

Council Notice Boards

- 11.1 Councillors considered that a lockable notice board could be added to the bus shelter in Field Lane outside the school as information is already being put up there. The shelter will also need to be repainted.

12. Litter Picking

- 12.1 It was noted that funding is available for a variety of items for litter picking by Highways. The litter-pickers would be required to undertake some training and become highways rangers. Cllr Archbold volunteered to take on this role and the other members of the community who currently volunteer to litter pick within the village will be asked if they would like to also have this training. Cllr McLean volunteered to organise this.

13. The Marsh

- 13.1 It was noted that the fencing at the marsh is currently leaning at an angle and requires maintenance. The committee discussed options and it was decided that there is a dense hedging that runs alongside it and that would act as a natural fence. When the bird nesting season is over, the fence will be removed.

14. Community Spaces

Roy Brown's Garden

14.1 Remembrance/Commemoration Plaques

It was noted that once we have more knowledge of using the upcoming new website a specific page will be set up for memorials and a paper version will also be available for people who do not have access to internet. The committee discussed fixing plaques to the beacon that is located at Roy Browns Garden to commemorate each time the beacon is lit. A plaque is also required to state who constructed it and the date. Designs will be looked at and brought to the next meeting of this committee.

Kessingland Kitchen & Wildlife Garden

14.2 It was noted that there is finally a water supply at the garden. The pond is looking good and just needs some cosmetic planting to finish it off and the small pond is yet to be finished. The Lowestoft in Bloom judges visited the garden last week and we are awaiting the results.

15. Maintenance

15.1 It was noted that at the time of this meeting an update regarding the Green Lane steps hadn't been received.

15.2 The committee discussed obtaining more dog waste stickers from East Suffolk to be placed on the front of waste bins in the village. Currently there are stickers on the tops of the bins which aren't very visible to bin users. If East Suffolk are unable to provide them, Cllr Carter proposed that Council will look at purchasing some themselves. This was seconded by Cllr Graham with all in favour.

15.3 It was noted that the bench on Lloyds Avenue and Church Road are in need of repair. The General Factotum will be asked to have a look at them and report what maintenance work is required to fix them.

16. Events

16.1 It was noted that the last KEG meeting was held on Monday 15th July 2024 and the next one will take place in September.

16.2 It was noted that the Summer Fun Day event will be held on Saturday 24th and Monday 26th August 2024 with many activities and events taking place, including the hire of inflatables, a BBQ, classic cars and a baking competition will be held. A visit from the emergency services at Francis Rd on the Monday.

16.3 It was proposed by Cllr McLean that gift vouchers to the values of £20, £15 & £10 would be purchased for competition prizes to be given to the top three winners of the sunflower competition. This was seconded by Cllr Cook with all in favour. Cupcakes will also be given as prizes.

The Halloween disco will take place on 2nd November. Barry the Entertainer will be hired at a cost of £150 and there will be a £2 entrance fee which will help recoup some of this cost. The pumpkin carving competition will also take place on this day and the judging will take place at the KSSC. Again, vouchers to the value of £20, £5 & £10 will be given. This was proposed by Cllr Cook, seconded by Cllr Hood will all in favour.

In previous years council has provided the primary school with pumpkins so that years 3 & 4 can have a pumpkin competition but in view of there being a new headmaster, council will check with the school to see if they would still like to participate in this before purchasing the pumpkins.

It was noted that the truck that has been used previously for the Halloween and Christmas trails is no longer available so another truck will be sourced.

17. Communications

- 17.1 Costs for the printing of the Village Newsletter were discussed and it was noted that although externally sourcing the printing would be slightly more expensive than doing it inhouse, it would be a better option as it wouldn't tie up the office printing or require staff time. It was proposed by Cllr Graham that moving forward council use Solopress for the production of the newsletter. This was seconded by Cllr Cook with all in favour.

18. Climate

- 18.1 It was noted that there is currently funding available from the Sizewell fund that may benefit various organisations in the community, the Deputy Clerk will contact them to make them aware of this.

19. Community

- 19.1 The committee discussed the current draft of the community survey and it was felt that is needed to be revised. Cllr Hood informed the committee that she has experience in this field and it was proposed by Cllr Graham that she is tasked with designing a new survey that will be brought back to this committee. This was seconded by Cllr James with all in favour.

20. Development

- 20.1 Cllrs discussed progressing the village gates and it was decided that a site visit was required to agree the best location, this will be added to the next Highways Committee agenda for discussion with them. The gates will then be produced by the Mens Shed.
- 20.2 It was noted that the Annual Photographic Competition isn't taking place this year but advertisement for the 2025 will begin in January.
- 20.3 Arrangements will be made with Southwold Council to discuss progressing the boardwalk, Cllr James will oversee this project.
- 20.4 Councillors received an update on the library doors and it was agreed that a meeting should be arranged between Flagship, Gemma Fraser and Amy Roberts to discuss the matter.
- 20.5 Councillors discussed the Fisherman's Hut. Due to it being an asset to the village, Cllr James suggested an informal meeting with the Chair of its trustees.

21. Date of Next Meeting

The date of the next meeting is yet to be scheduled.

22. Items for the next agenda

Councillors are reminded that the last date for notifying the Deputy Clerk of items for the agenda will be ten days before the next meeting.

23. Exclusion of the Press & Public

That in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 (Sections 100 and 102), the public and press be excluded for the remaining items of business due to the confidential nature of the business to be transacted including contractual and personnel related matters.

24. Close of Meeting

This meeting closed at 2.30pm.