

# KESSINGLAND PARISH COUNCIL



Minutes of the meeting of the  
**Kessingland Parish Council**  
**Held at 7.00pm on Wednesday 9<sup>th</sup> April 2025**  
In the Council Chamber, Marram Green

**Members present:** Councillors D. Boyle, C. Carter (Vice-Chair), C. Cook, N. Glendinning, I. Graham, A. Green, L. Hood, S. James (Chair), J. McLean & B. Saunders

**Other members present:** B. Nicholls (R. Brown's Garden, sub-committee) & 5 members of the public

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

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193. **Chair's welcome**

The Chair welcomed the Committee and explained the meeting protocol.

194. **Presentation**

A KPC shield was presented to Ex Cllr Martin Dunn by Cllr Green, to honour his service to KPC.

195. **Apologies for absence.**

Apologies for absence were received from Cllrs Ladd, Ollett & Pope-Brannon. Acceptance of apologies for absence was proposed by Cllr Boyle, seconded by Cllr Cook with all in favour.

196. **Declarations of Interest.**

There were no declarations of disclosable Pecuniary, Other registerable and Non-registerable Interests from councillors on items on the agenda and it was noted that there are no written requests for dispensations for disclosable pecuniary Interests.

197. **Minutes of the previous meetings.**

The minutes of the meeting held on the 12<sup>th</sup> March 2025 had been circulated and Cllr Graham proposed they were adopted as an accurate record of the meeting. This was seconded by Cllr Boyle with all in favour.

198. **Public Forum**

*During each meeting the council will hold a public forum for a period of 10 minutes. During this time, residents will have a maximum of 3 minutes each to put*

*views/questions to the Chair regarding matters on the agenda. Where possible the Chair will respond but the matter may have to be deferred and placed on a later month's agenda for discussion.*

- 198.1 There was no report from Suffolk County Council.
- 198.2 Due to no meetings recently at East Suffolk Council, Cllr Green could only update the committee on the near completion of the steps at Green Lane.
- 198.3 A member of the public introduced himself. He had sent a report to the KPC regarding the safety of the defibrillators in the village.

## 199. Finance & Governance

- 199.1 Cllrs noted that the minutes of the Finance & Governance meeting held on 31<sup>st</sup> March 2025 will be brought to the next meeting.
- 199.2 Cllr McLean proposed to adopt the Risk Assessment 2024/25 as recommended by the Finance & Governance committee. This was seconded by Cllr Hood with all in favour.
- 199.3 Cllr Saunders proposed to adopt the KPC Financial Regulations as recommended by the Finance & Governance committee. This was seconded by Cllr Glendinning with all in favour.
- 199.4 New signatories to the Barclays Events account, as recommended by the Finance & Governance Committee were appointed. This was proposed by Cllr Glendinning, seconded by Cllr McLean with all in favour.
- 199.5 To consider the quote for the bees and butterfly bench as picked by the public at the Annual Meeting of the parish. (Confidential).

## 200. Leisure, Communications & Events

- 200.1 Cllrs noted that the minutes of the Leisure, Communications & Event meeting held on the 18<sup>th</sup> March 2025 will be brought to the next meeting.
- 200.2 An update on the progress of the redevelopment of Roy Browns Garden was received by the Chair of the sub-committee for Roy Browns Garden. Work will not start until early June after the VE Day events.

## 201. Personnel

- 201.1 Staffing matters (Confidential)

## 202. Planning & Highways

- 202.1 The minutes of the Planning & Highways meeting held on the 2<sup>nd</sup> April 2025 will be brought to the next meeting.
- 202.2 Cllrs received an update regarding a response from Suffolk Highways to the ongoing traffic problems. Cllr Carter will continue to update at the next meeting.
- 202.3 A meeting has not yet taken place with the Task & Finish group regarding updating the current Kessingland Neighbourhood Plan. The group will be Chaired by Cllr Green and members include Cllrs Carter, Saunders, Graham, Hood, Glendinning & James.

## 203. Other Council Business

- 203.1 Cllrs discussed the defibrillators in the village and appointing a guardian. A report will be sent to all Cllrs and a list will be made of all the village defibs.

Cllr Hood proposed this to be brought to the next meeting for discussion which Cllr McLean seconded with all in favour.

203.2 Cllrs considered awarding a volunteer in the community a plaque to be placed on the beacon. Cllr Glendinning proposed that a policy to determine the protocol for who would be eligible for a plaque to be composed. Cllr Hood seconded this with all in favour.

203.3 Cllrs discussed if they would like East Suffolk Council to carry out a CGR on the number of councillors on the parish council. Cllr Green proposed to stay as it is which Cllr Glendinning seconded with all in favour.

203.4 Cllrs considered a request from the Mens Shed to site an old red phone box for a defibrillator on the green should they purchase one. Planning permission would be required for this so an email advising this will be sent to them.

#### 204. Other matters

It was decided to place an order for business cards for all Cllrs who would like them.

#### 205. Date of Next Meeting

The date of the next meeting will be held at 7pm on Wednesday 7<sup>th</sup> May 2025. This will be the AGM.

#### 206. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be Thursday 24<sup>th</sup> April 2025.

#### 207. Exclusion of the Press & Public

Cllr Graham proposed 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. Cllr Saunders seconded the motion with all in favour.

#### 208. Close of meeting

This meeting closed at 20.25hrs.