



Minutes of the
Kessingland Parish Council Meeting
on Wednesday 8th February 2022
held in the Council Chamber, Marram Green

Members present: Cllrs C. Cook, M. Dunne, I. Graham, S. James, J. McLean, B. Saunders & L. Truman

Other Cllrs in attendance: None

Others present: None

Clerk to the Meeting: N. Coleby (Parish Clerk)

165. Election of Chair

Following Cllr Boyle's decision to resign as Chair of the council, the first order of business was to elect a new Chair. Cllr McLean, as vice-chair, asked for nominations. Cllr Graham proposed Cllr McLean which was seconded by Cllr James. Cllr McLean asked whether there were any other nominations but there were none forthcoming. The Clerk asked Cllr McLean if she was willing to stand and Cllr McLean acquiesced. The proposal that Cllr McLean become Chair of the council was put to the vote with all in favour.

166. Welcome.

The Chair welcomed everyone to the meeting and thanked them for their confidence in her. She then explained the meeting protocols.

167. Election of Vice-Chair

As the Vice-Chair had been elected as Chair, there was now a vacancy. Cllr McLean proposed Cllr Graham. Cllr James verified whether Cllr Graham would be willing to be Vice-Chair and, when Cllr Graham affirmed that he was, seconded Cllr Graham. The Chair asked whether there were any other nominations. Being none the Chair called for a vote and Cllr Graham was elected with all in favour.

168. Apologies for Absence.

Apologies for absence were received from Cllrs Boyle, Burden, Green & Nicholls. Acceptance was proposed by Cllr James, which was seconded by Cllr Cook with all in favour.

169. Declarations of Interest.

There were no Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the agenda and there were no written requests and grants of dispensations for Disclosable Pecuniary Interests.

170. Minutes of the Last Meeting.

The minutes from the previous meeting had been circulated. Cllr James proposed adoption as a true and accurate record. This was seconded by Cllr Truman with all in favour.

171. 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.

171.1 Cllr Ladd had sent his apologies but had provided a written report which will be attached as an appendix to the minutes.

171.2 Cllr Smith sent her apologies as she was on other council business but also submitted a written reported which it attached as an appendix to the minutes.

171.3 There were no members of the public present.

172. Finance.

172.1 Councillors received the minutes of the Finance & Governance Committee meetings of 25th January 2023.

172.2 Councillors noted the payments, income and expenditure, bank account balances and reconciliations from those minutes.

173 Governance

173.1 Councillors considered the recommendation from Finance and Governance that the council amend the figures contained in the council Financial Regulations at point 11h so that the figure at which three quotations were required to £7,500. It was noted that the figure of £3,000 had been in the Financial Regulations for a long period of time and that when it was set it was a reasonable figure. Cllrs noted that since then there had been a lot of changes and increases in costs and therefore a higher amount should be set with regard to requiring three quotations. Additionally it was noted that the delegation to committee with regard to spending funds from their committee related budgets had been successful and had allowed council business to be actioned more quickly. This being the case, increasing the upper limit that committee could approve was considered and doubling the allowance was felt to be justified except in the case of Finance & Governance who already had a higher authorisation level. Cllr Saunders proposed that the figure for requiring four quotations should be set as £7,500 and that the committees who have budgets should be able to authorise payments up to £500 however this would only apply should the committees have that level of funds within their budget. Cllr Dunne seconded this proposal with all in favour.

173.2 It was noted that Cllrs Wright and Gower had both resigned for personal reasons.

173.3 Councillor considered the vacancies left by the two resignations and noted that there would be no Notice of Election by East Suffolk as the resignations were too close to the upcoming elections in May. The resignations had been formally announced which meant that the council could consider co-option to the council. The Clerk reported that, at present, there were no individuals who had asked for their application for co-option to be kept active. Therefore if council wished to co-opt it would require a period of advertising the vacancies of at least two weeks. The timescales were considered in relation to this and council recognised that should co-option go ahead it would need to be done at the 8th March meeting (unless an extraordinary meeting was called). Council would enter the pre-election period on the 23rd March (at the latest) when the council's activities and meetings would be reduced. Councillors noted there would be nothing to be gained by the council in looking to co-opt at this time and therefore Cllr James proposed that the vacancies should remain unfilled until the elections in May. This was seconded by Cllr Dunne with all in favour.

174 Climate, Culture, Community & Development Committee

174.1 It was noted that the minutes for this meeting would come to the next parish council meeting.

174.2 It was noted that the unveiling ceremony would be held on the 24th February 2023 for the Reclaim Memorial. It was noted that the design of the plaque was almost identical to the plaque at Lowestoft, as had previously been agreed, However on the Kessingland plaque the Kessingland lives lost were noted on the left hand side of the

plaque whereas they had been on the right hand side of the plaque in Lowestoft.. Peter Aldous had been contacted about attending along and other invitations were being sent out. The village news and posters were asking families of those lost to contact the parish council and inviting them to attend. Councillors verified where the plaque was being placed and it was advised that it was going on the Kessingland Remembers wall. It was felt that the plaque should go in a prominent position where the text could be easily read. It was agreed that the Chair and Clerk would deal with the final arrangements.

175 Emergency Planning Committee

175.1 It was noted that a test of the council's emergency plan would take place on the 15th March 2023. This will be based in the Council Chamber but would be enacted as if it were a real emergency. It was noted that we have locally an official centre for an organisation which answers emergencies all over the world and offers facilities for those who are displaced, injured etc who might be of use if an emergency struck locally.

176 Events & Communications

176.1 Councillors received the minutes of the Events & Communications meeting held on the 22nd November 2022.

176.2 Councillors noted that the January meeting of the Events & Communications committee had unfortunately been inquorate however there was a need to set a budget for Easter events so that organisation can continue and booking made. It was noted that the Events team had costed off the events at about £350. Cllr Graham proposed that a budget of £500 be set to allow for any contingencies, this was seconded by Cllr Dunne with all in favour.

177 Leisure & Amenities

177.1 Councillors received the minutes of the Leisure & Amenities meeting of the 15th January 2023.

178 Personnel

178.1 Councillors noted that the minutes of the Personnel meeting on the 11th January would come to the next meeting.

178.2 It was noted that the position of Administration and Committee Clerk was being advertised with a closing date of the 13th February with the hope of interviewing late February or early March.

179 Planning & Highways

179.1 Councillors received the minutes of the Planning & Highways meeting on the 25th January 2023. It was noted that there had been no meeting on the 11th January as there had been no applications to consider and that the extra-ordinary meeting on the 18th January had been inquorate.

180 Reports on Council Projects.

180.1 It was noted that following council approval the order had been placed for the Church Road Play Area with a provisional date for installation in April.

180.2 It was noted that an initial meeting with Kessingland CofE Primary School regarding the Youth Culture Fund has taken place with members of the school council in attendance and the School Council has held the first of its monthly meetings in the Council Chamber.

180.3 It was noted that the following discussion between Flagship, the Library and the council design options and quotes for replacing the concertina door between the Library and the café have been obtained and funding options are being considered to

move this forward. Additionally the café is out for tender at the moment and Flagship are hopefully that they will have the café open in the near future.

- 180.4 It was noted that the original contractor considered for the Roy Brown Memorial Garden has been approached to advise about needing to obtain additional quotes and has been given the opportunity to prepare the plans for the refurbishment of the garden.
- 180.5 It was noted that Inoculations UK have concluded with their use of the Viking Room and thanked the council for all the support which they were given by the council to deliver the school flu inoculation service for north Suffolk.
- 180.6 It was noted that DANES have held their first drop in session in the Kittiwake Room.
- 180.7 It was noted that two further deliveries of pet food have been received from the RSPCA.
- 180.8 It was noted that the Community Fridge is on operation however there is further work to be done to boost the knowledge and provisions.

181 Reports from Councillors & Officers Relating to representative roles.

- 181.1 It was noted that the Acting Chair and Clerk attended a Community Partnership consultation event in Melton concerning the Ease the Squeeze programme. Several organisations who are delivering elements of the programme were in attendance and there was a lot of information sharing.
- 181.2 It was noted that apologies have had to be provided to the East Suffolk Council Carlton Colville, Kessingland & Southwold Community Partnership (ESC CCKS CP) as at the moment the meetings are taking place on the same evening as parish council meetings however there has been discussion between Esc and ourselves today and moving forward there is only one problematic date (there would have been three but the parish council does not traditionally meet in August or December) for which East Suffolk are re-arranging the date.

182 Date of Next Meeting.

Council noted that the date of the next ordinary meeting will be the 8th March 2023 at 7.00pm at Marram Green.

183 Items for the next agenda.

Council noted that the last date for notifying the Clerk of items for the agenda will be at 5.00pm on the 23rd February 2023.

184 Exclusion of the Press & Public.

- 184.1 There was nothing in this item of the agenda.

185 Close of Meeting.

This meeting closed at 7.55pm.

Report from Cllr Michael Ladd to Kessingland Parish Council meeting on Wednesday 8th February 2023

Keeping people in Suffolk warm this winter

“Suffolk Winter Warmth” provides items such as hats, gloves, scarves, blankets, duvets, baby sleep bags, hot water bottles, LED bulbs, draughtproofing and more, to households in need.

Following a successful pilot in November, Suffolk Winter Warmth launched this week. The project provides support for any household experiencing hardship and in need of support to prevent ill health and keep warm. Residents can be referred by professional or voluntary sector organisations supporting residents who are struggling to heat their homes. These organisations include: District and Borough Councils, Health Professionals, Citizens Advice and Community Groups, Suffolk Fire and Rescue Service, Rural Coffee Caravan and more.

The project is backed by £50,000 of funding from Suffolk’s Collaborative Communities Board and is co-ordinated on behalf of the whole county by East Suffolk Council.

Professional and voluntary organisations can refer residents to the scheme by visiting: [Winter warmth referral » East Suffolk Council](#).

Historic half a billion-pound devolution deal hands Suffolk regeneration and skills powers to level up.

Suffolk will be devolved power over their Adult Education budget, so they can shape provision in a way that best suits the needs of the local community and will receive immediate support to build new affordable homes on brownfield sites, as well as more capital funding to improve energy efficiency in houses.

The deal will also see Suffolk County Council handed control over a £480 million investment fund – this will be guaranteed for the next thirty years. This will enable the county to drive growth and plan for the long-term with certainty as it looks to level up and unlock its full economic potential.

Suffolk will also get a directly elected leader of the council. This not only provides a single person who is accountable to the people of Suffolk but gives the county a local champion who can attract investment and be a stronger voice in discussions with central government.

A full public consultation will take place during this summer.

Record number of residents help shape county council budget

Each year, councils everywhere engage with their residents about how much money they plan to spend on public services, in order to set their annual budget. Suffolk County Council is no different with a budget that funds services from gritting roads during the winter, to providing Family Hubs and keeping the most vulnerable people safe and well. The budget for Suffolk County Council services in 2022/23 is £625 million.

Suffolk County Council becomes a Disability Confident Leader

This achievement recognises the progress the council has made to make both its recruitment processes and working environment more inclusive for disabled people and follows the council attaining Disability Confident Employer status in 2017.

Being a Disability Confident organisation means the council plays a leading role in changing attitudes, behaviour and cultures, both within the organisation, and wider, through its networks and communities. Becoming a Disability Confident Leader means that the County Council will also act as a champion in supporting other businesses in the area to become Disability Confident.

Council to protect frontline services and increase funding in budget proposal

Adult care services and children's services will receive £47m more funding as part of Suffolk County Council's £685m budget proposals, published today.

Despite an incredibly challenging economic climate, the council has been able to produce a balanced budget. This will protect the services that people rely on the most and continue to care for the most vulnerable, which accounts for 75% of the whole budget.

Adult care services will have £34m more in their budget, and children's services will have a further £13m. This will help with the extra expense needed to meet the huge increase in demands for services, as well as higher costs due to inflation.

The budget proposal will be discussed at the County Council meeting on Thursday 9th February. The County Council plans to increase its funding to Local Citizens Advice in Suffolk by an extra £45,000 to support Suffolk Residents during the current cost of living challenges.

Suffolk Fire and Rescue Service has been rated GOOD for its effectiveness and how well it manages staff by inspectors from his Majesty's Inspectorate of Constabulary and Fire & Rescue Services.

Councillor Letitia Smith Monthly Report to Kessingland Parish Council February 2023

Update on Tourism

Value of tourism – East Suffolk 2021

- 2021 volume and value of tourism report has recently been produced
- shows growth and recovery since 2020, still below pre-pandemic levels.
- to be expected since covid-related restrictions still in place during 2021.
- overall value of tourism in ES in 2021 was £466m - 57% up on 2020 but 34% < 2019
- 11,500 people employed in visitor economy - 27% higher than 2020 but 22% < 2019.

East Suffolk Visitor Economy Strategy

- approved by Cabinet in Sept
- focus – enabling sustainable growth in the sector
- support measures to exploit the numerous opportunities to sustainably grow the local visitor economy and mitigating any challenges.
- timing of the new strategy is important as it comes after one of the largest economic shocks the sector has ever faced

The district continues to offer an extremely strong tourism product built around 5 key strengths:

- Coastline
- Distinctive Towns & Villages
- Stunning natural landscape
- Events & Festivals
- History & Cultural Heritage

Growth Opportunities include:

- The growth of the 'staycation'
- Increased participation in cycling and walking activities
- Heightened awareness of wellbeing
- Rapidly growing interest in environmental matters
- The thirst for experiences
- Increase in dog ownership and including them on holiday

Challenges:

- Enabling sensitive and sustainable growth that protects our high quality and diverse natural environment which is a major draw for tourist
- Proposed Sizewell C new nuclear development and wider 'energy coast' developments.
- £12 million Tourism Mitigation Fund negotiated with EDF that aims to mitigate potential negative impacts on the sector.

East Suffolk Visitor Economy Strategy group was re-established in November 2022 and will be monitoring the strategies progress.

Visitor economy capital investment

Council has strong track record of investment in infrastructure supporting growth and development of visitor economy, examples include:

The Kitchen Felixstowe

- Opened in May, on south seafront providing a contemporary destination café housed in an iconic building.
- £1m+ development largely funded through the Coastal Community Fund secured by the Council's Economic Development & Regeneration team.
- complements the private Beach Street private development and is part of a wider programme to enhance the visitor offer in this area of the resort.

East Point Pavilion, Lowestoft

- newly reimagined and refurbished East Point Pavilion opened in June to coincide with the First Light Festival.
- interior completely redesigned to provide a contemporary food and beverage offer and live music venue.
- £1.2m development represents a completely different visitor experience for Lowestoft and forms part of the ambitious wider regeneration and development programme

Eastern Edge Beach Hut development, Lowestoft South Beach

- 72 imaginatively/ boldly designed beach huts completed in June replacing the Jubilee Terrace beach hut development.
- £3.5m scheme intentionally designed to provide a contemporary feel.
- Alongside East Point Pavilion and First Light Festival forms part of a wider strategy to enhance, expand and modernise the tourism offer in Lowestoft.

ESC also has a very strong pipeline of capital investments which will continue to support a strong and diverse visitor economy offer. These include:

Beach Village and Activity Park, Felixstowe

- Work commenced last month and will complete by July 2023

Martello P Tower, Felixstowe

- Plans to develop the Napoleonic tower into an iconic visitor destination

Towns Fund Projects, Lowestoft

ESC successfully secured £24.9m from the Towns Fund to deliver a number of transformational projects in Lowestoft. All of these have a strong visitor economy focus as they are primarily leisure led developments and include:

- The redevelopment of the seafront along Royal Plain and Royal Green to improve the public realm and upgrade the popular Royal Plain fountains, complementing the EPP development
- Transforming the station building located in the heart of the town to a modern food and drink venue.
- A brand-new cultural attraction at the former Lowestoft Post office
- The development of a Cultural Quarter in the heart of the town centre providing new leisure facilities and upgrading the Marina Theatre.

Payments made under delegation		
Payee	For	Gross
Salaries Dec	Basic Monthly Salaries	4086.27
Salary Adjustments (O/T etc)	Overtime for December	282.10
HMRC	Tax & NI	791.61
Suffolk Pensions	Pension Contributions	958.27
Salaries Jan (Basic)	Staff Salaries	4086.27

Income	
CCLA - Interest	129.15
KFC	66.00
Allotments & Misc. Income	1025.01

Account Balances	
Account	Balance £
Unity C/A	23,934.96
Unity D/A	26,330.14
Barclays Events Account	52,508.29
Nationwide D/A	88,238.91
CCLA	50,000.00
Petty Cash	114.14
Total Parish Council Account Balances	241,126.44
Joint Maintenance Account (KPC & KSSC)	8,012.04