

KESSINGLAND PARISH COUNCIL



Minutes of the Leisure, Community & Engagement Committee Meeting Held at 11am on Monday 15th September 2025 in the Council Chamber, Marram Green

Members present: Councillors C. Cook, D. Boyle (Chair), J. McLean & B. Nicholls

Other Cllrs in attendance: S. James

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

22. Chair's welcome

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

23. Apologies for absence

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

24. 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

Dispensations have been granted to the following:

Cllr Green in respect of his role as District Councillor, Church Warden & Kessingland Mens Shed
Cllr McLean in respect of Kessingland Sports & Social Centre, Kessingland CofE Primary Academy & Kessingland Mens Shed

Cllr Nicholls in respect of Kessingland Mens Shed

Cllr Boyle in respect of Kessingland Mens Shed

Cllr James in respect of Kessingland Mens Shed

25. Minutes of the previous meeting

The minutes of the Leisure, Community & Engagement Committee meeting held on Monday 19th May 2025 will be brought to the next meeting.

26. Public participation

There were no members of the public present.

27. Play Equipment

An email received from a member of the public was discussed regarding faulty equipment and compensation. The quote received will be brought to the next meeting.

28. Community spaces

- 28.1 Cllrs considered improvements and purchases required for Roy Browns Garden. Seven barrels are required, soil and bulbs. Cllr Boyle suggested a fence to be erected first. A budget of £700 was proposed by Cllr Nicholls and seconded by Cllr Boyle with all in favour for the further development to go ahead of the garden.
- 28.2 Cllrs considered a request for a bench on Solomon Road. Cllr McLean proposed this to be discussed in the new financial year. This was seconded by Cllr Cook with all in favour.
- 28.3 It was noted the Mens Shed will replace the top of the damaged bench at the community garden.
- 28.4 The Council discussed the Duke of Edinburgh plaque and associated tree. Cllr McLean proposed that a tree be removed from the allotment site and replanted as a replacement. This was seconded by Cllr Nicholls with all in favour.
- 28.5 Cllrs considered purchasing a 400l water butt for Roy Browns Garden. This was proposed by Cllr Cook and seconded by Cllr McLean with all in favour.
- 28.6 The Council considered a budget for items needed for the Community Garden. Cllr James proposed allocating £300 to cover expenses including bulbs, compost, and related materials. Cllr Cook seconded, with all in favour. It was also suggested that the garden be strimmed on the first Tuesday of each month.

29. Maintenance

- 29.1 It was noted that maintenance checks had recently been carried out on the CCTV and intruder alarm systems. Following consideration of the reports and findings, Cllr McLean proposed that the Council proceed with the quotation provided, Cllr Cook seconded with all in favour.
- 29.2 Cllrs noted that Suffolk Highways have begun filling the grit bins in Suffolk.
- 29.3 It was noted that the defibrillator at the KSSC is now out of warranty. No further action will be taken at the moment.
- 29.4 It was noted that the broken grate at the Church Road car park has been fixed.
- 29.5 It was noted that the concrete base for the bench at Marram Green is yet to be installed.
- 29.6 Cllrs considered purchasing a metal liner for the new bin on Church Road. Cllr McLean proposed a budget of £50. This was seconded by Cllr James with all in favour.

30. Allotments

- 30.1 Cllrs noted the 2025/26 tenancy renewals have been issued.
- 30.2 There were no further issues regarding the allotments to discuss. Cllr Nicholls stated that the Mens Shed are working on a sample number plaque for each site which will work out at approximately £3 each.

31. Events

- 31.1 Upcoming Events were discussed. A Macmillan coffee morning will be held on 26th September. Cllr Boyle proposed a budget of £100 be given for beverages etc., seconded by Cllr Nicholls with all in favour. Cllr James proposed a budget of £600 for the entertainment, vouchers and pumpkins etc for the Halloween Sweetie Trail (held in October) and a Country & Western event (November). Cllr Cook seconded the motion with all in favour. The Santa Sweetie Trail which is to be held in December will be discussed at the next meeting.

32. Communications

Nothing to report.

33. Community

33.1 There was no update on the draft community survey questions.

33.2 Cllrs discussed the offer of Volunteer Work Party from the Coast & Heaths National Landscape to work on the promenade. An email will be sent regarding work possibly for next year.

34. Development

34.1 Councillors considered the renewal of the carpet in the Spinnaker Room. Cllr McLean proposed that quotations be obtained, with authority to proceed if the cost does not exceed £250. This was seconded by Cllr Nicholls with all in favour.

35. Date of next meeting.

Cllrs noted the date of the next meeting is scheduled for 11am on Monday 17th November 2025.

36. Items for the next agenda.

Cllrs noted that the last date for submitting items for the agenda to the Clerk is 5pm on Monday 3rd November 2025.

37. 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.

38. Close of Meeting

This meeting closed at 12.27pm.