

KESSINGLAND PARISH COUNCIL



Minutes of the meeting of the Kessingland Parish Council

At 7.00pm on Wednesday 18th June 2025

Held in the Council Chamber, Marram Green

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

Other members present: D. Haward & 3 members of the public

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

27. Chair's welcome

The Chair welcomed the Committee and explained the meeting protocol.

28. Apologies for absence.

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

29. 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.

Dispensations have been granted to the following:

- Cllr Carter in respect of Kessingland CofE Primary Academy.
- Cllr Green in respect of his role as District Councillor & Church Warden
- Cllr Hood in respect of Kessingland CofE Primary Academy.
- Cllr McLean in respect of Kessingland CofE Primary Academy & Kessingland Sports & Social Club.
- Cllr Nicholls in respect of The Mens Shed.

30. Minutes of the previous meetings.

The minutes of the meeting held on the 9th April 2025 had been circulated and Cllr Boyle proposed they were adopted as an accurate record of the meeting. This was seconded by Cllr McLean with all in favour.

31. Reports

Cllrs received reports from the following: NOTE – no questions from the public were taken during these reports. Public participation is a separate agenda item at item 32.

- 31.1 No report was received from Suffolk County Council.
- 31.2 Cllr Green gave a report covering the following: Complaints had been received about the bollards at Green Lane. There was a large attendance at St Edmund's Church for the service to welcome the new Rector of the Kessingland Benefice, Rev Natalie Rees. East Suffolk Council has placed the order for brown food waste bins. Applications are now open for grants of up to £1,000 from the Enabling Budget.
- 31.3 A report from Kessingland Football Club was received. There is now only one men's team; no youth teams are currently active. Thanks were given to the Parish Council for their support and the provision of new changing rooms. The club's new sponsor is Livingstones.
- 31.4 There were no comments from any members of the public.

32. Public Forum

No comments were made by the member of the public present.

33. Housekeeping

The Chair reminded councillors of council etiquette. It was noted that any complaints received via email or telephone will be referred to the Chair, Vice-Chair, and the relevant committee Chair.

34. Leisure, Communications & Events

- 34.1 The minutes of the Leisure, Communications & Events meeting held on the 17th March 2025 were received and noted.
- 34.2 Cllrs received an update on Roy Browns Garden. A barrel has been placed around the beacon and planted. Trellis or fencing is needed to prevent people from cutting through the garden and there was a request to move the NHS bench slightly forward. A quote will be sought for further work on the garden.

Cllr Nicholls left the meeting at 7.40pm.

- 34.3 Cllrs discussed compensation for allotment holders affected by flooding. As responsibility lies with East Suffolk Council, Cllr Glendinning proposed offering a different plot free of charge for one year as a goodwill gesture. This was seconded by Cllr Boyle with all in favour.
- 34.4 Cllrs considered a request to keep a beehive on an allotment plot. Cllr Glendinning proposed refusing permission on health and safety grounds. Cllr Graham seconded this will all in favour.

35. Audit

- 35.1 The internal audit report for 2024-25 was received, and the auditor's comments were noted. Councillors thanked the admin clerk for her assistance given so that the Acting Parish Clerk could carry out that report.
- 35.2 It was noted that following this meeting, documents will be issued to the external auditor.

35.3 – 35.4 The Annual Governance Statement & Accounting Statements were resolved by all to agree, they were duly signed by the Chair and RFO ready for submission to the external auditor.

35.5 Cllr Glendinning proposed acceptance of the bank reconciliation as of 31st March 2025. This was seconded by Cllr Hood with all in favour.

36. Finance & Governance

36.1 The minutes of the Finance & Governance meetings held on 31st March and 7th May 2025 were noted. The minutes of 3rd June will be considered at the next meeting.

36.2 Cllr Green highlighted the importance of this committee and encouraged more councillors to join.

36.3 Cllr Graham proposed adoption of the Memorial Policy as recommended by the Finance and Governance Committee. This was seconded by Cllr McLean with all in favour.

36.4 The revised Code of Conduct was reviewed. Adoption was proposed by Cllr Boyle, seconded by Cllr Glendinning, and agreed with seven in favour and one abstention.

37. Personnel

37.1 The minutes of the Personnel meeting held on 14th May 2025 had been distributed and noted by Cllrs.

37.2 Staffing matters (Confidential)

38. Planning & Highways

38.1 The minutes of the Planning & Highways meetings held on the 2nd & 16th April 14th & 28th May 2025 had been distributed and noted by Councillors.

38.2 No update was available from the Task & Finish group on the Kessingland Neighbourhood Plan. Cllr Green requested feedback by August.

38.3 Cllrs considered a report regarding the promenade. Kessingland Beach, as part of an SSSI and the Suffolk Coast & Heaths AONB, is valued for its geological features. Cllr Carter has written to the Coastal Engineer about clearing the promenade to support sea defences. Cllr Glendinning proposed allocating £300 to apply to Natural England for permission. This was seconded by Cllr Hood with all in favour.

39. Other Council Business

39.1 Cllrs agreed that the council-owned defibrillators will continue to be maintained by the appointed guardian.

39.2 To consider awarding a volunteer in the village a council shield or Freedom of the Village. (Confidential)

39.3 To consider the quote for key fobs to Marram Green (confidential)

40. Other matters

Cllr Carter updated councillors on the Kingsley Care application: consultee statements are now due by 4th August. The Neighbourhood Plan identifies Manor Farm Care Home as the designated site for such a facility.

41. Date of Next Meeting

The date of the next meeting will be held at 7pm on Wednesday 9th July 2025.

42. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be Monday 30th June 2025.

43. 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 Glendinning seconded the motion with all in favour.

44. Close of meeting

This meeting closed at 8.50pm.