

# Kessingland Parish Council



## Minutes of the Leisure & Amenities Meeting at 10am on Monday 21<sup>st</sup> November 2022 held in the Council Chamber, Marram Green

**Members present:** Cllrs D. Boyle, M. Dunne, C. Cook, J. McLean, B. Nicholls.

**Other Cllrs in attendance:** None

**Others present:** None

**Clerk to the Meeting:** S. Hogg (Assistant Clerk)

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### 59. Welcome

Cllr Dunne welcomed everyone to the meeting and explained the meeting protocols.

### 60. Apologies for Absence

Apologies for absence were received from Cllr James. Cllr McLean proposed acceptance of the apology, this was seconded by Cllr Boyle with all in favour.

### 61. Declarations of Interest

There were no declarations of interest on items on the agenda and no written requests had been received. There were no existing grants of dispensations for Disclosable Pecuniary Interests.

### 62. Minutes of the Last Meeting

Cllr Dunne proposed the minutes of the Leisure & Amenities Committee meeting that was held on 19<sup>th</sup> September 2022 be adopted as an accurate record of the meeting. This was seconded by Cllr Nicholls with all in favour.

### 63. Public Forum

There were no members of the public present and no comments had been received.

### 64. Allotments

General Matters

64.1 It was noted that all allotments are operating smoothly, and no issues have been raised.

64.2 Councillors noted that there has been a delay in sending out the site representative letters as the office are waiting for all of the allotment renewals to be returned.

### 65. Francis Road

Maintenance/Improvements

- 65.1 It was noted that funding for the football club is proving more complicated to apply for and is therefore delayed. This is due to their want for showers as well as changing rooms, which is not suitable for the parish council. The Clerk will arrange a meeting with the football club and the FA to discuss this matter further.
- 65.2 It was noted that East Suffolk Services Ltd have contacted the parish council with regard to taking over the services currently under the responsibility of East Suffolk Norse. The Clerk will arrange a meeting with East Suffolk Services Ltd to hear their proposals. Councillors agreed that the Chairs of Leisure and Amenities and the Finance and Governance committees, alongside the Clerk would be the appropriate people to attend the meeting.
- 65.3 Toilets  
It was noted that since the refurbishment, issues seem to have decreased. It was also noted that staff and councillors have undertaken training on the CCTV at Francis Road and the service contracts are in place.
- 65.4 It was noted that there was a delay on ordering the piece of equipment to repair the water wheel at Francis Road, however the cost has been reduced from around £400 to £117 for the replacement part.
- 65.5 It was noted that benches and bins have been ordered for Francis Road and are awaiting delivery confirmation.

## 66. Play Equipment

### Inspections & Maintenance

It was noted that the purchase of the new equipment for Francis Road has been approved. It was also noted that MATTA and the Clerk will aim to arrange a meeting at the site in the week beginning the 28<sup>th</sup> November to discuss provision.

## 67. Noticeboards

### Council Notice Boards /Information Boards

- 67.1 It was noted that a sign will be installed on the notice board on the High Street near the Spa to inform people that this board is exclusively for business advertisement. There will be a small charge for this service, which will include a business card size advert in The Village News as well as a place on the board. Charges will be put to the Finance and Governance committee.

## 68. Street Furniture

- 68.1 Bins  
This item was moved to confidential session.
- 68.2 Benches  
This item was moved to confidential session.

## 69. Parish Online

- 69.1 It was noted that the Admin & Committee Clerk has now completed her training on Parish Online and all assets are being logged to form a maintenance record.

## 70. Litter Picking

- 70.1 Updating on the litter picking  
It was noted that the litter picking continues to operate on a Friday.
- 70.2 It was noted that the beach tidy-up sessions have now ceased for the winter.

## 71. The Marsh

- 71.1 Update on the marsh  
Nothing to report on this item.

## 72. Community Spaces

- 72.1 Roy Brown's Garden  
It was noted that the working group are awaiting a quote from the local landscape gardener with regards to the plans for the garden's refurbishment. It was also noted that a local builder will be contacted about scaffolding for when the beacon needs painting.
- 72.2 Remembrance Plaques  
It was noted that the remembrance plaque has been ordered to replace the one that was on the bench that was removed from the garden.
- 72.3 Kessingland Kitchen & Wildlife Garden  
It was noted the pond has been repaired since being vandalised, and that a memorial tree for the WI has been planted in the garden. It was also noted that funding is sought for more fruit trees to be planted in the garden in the next few months.

## 73. Maintenance

- 73.1 It was noted that a maintenance schedule is still being worked on.

## 74 . Date of Next Meeting

It was noted that date of the next meeting is scheduled for 11am on Monday the 16<sup>th</sup> January 2023.

## 75 . Items for the next agenda

Councillors noted that the last date for notifying the Clerk of items for the agenda is Monday the 9<sup>th</sup> January 2023.

## 76. Exclusion of the Press & Public

*Cllr Dunne noted 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.*

- 76.1 Bins  
It was noted that the Clerk is in discussion with East Suffolk with regards to new bins on the prom, as well as ones to replace the dog bins in the village.
- 76.2 Benches  
It was noted that the Clerk is also in discussion with East Suffolk with regards to the siting of new benches on the prom.

## 77. Close of Meeting

The meeting closed at 10.51am.

