

# KESSINGLAND PARISH COUNCIL



Minutes of the  
**Kessingland Parish Council Meeting**  
**At 7.00pm on Wednesday 9<sup>th</sup> October 2024**  
Held in the Council Chamber, Marram Green

**Members present:** Councillors D. Boyle, C. Cook, A. Green, L. Hood, S. James (Chair), J. McLean & Z. Mo  
**Clerk to the Meeting:** S. Hogg (Deputy Clerk) & D. Blowers (Admin/Committee Clerk)

**114. Chair's welcome**

The Chair welcomed the Committee and explained the meeting protocol.

**115. Apologies for absence.**

Apologies for absence were received from Cllrs K. Archbold, I. Graham, B. Saunders, N. Glendinning & C. Carter. M. Ladd did not attend. Acceptance of apologies for absence was proposed by Cllr McLean, seconded by Cllr Hood with all in favour.

**116. 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 were no written requests for dispensations for Disclosable Pecuniary Interests.

**117. Minutes of the previous meeting.**

The minutes of the Extra-Ordinary and the Parish Council meeting that was held on 11<sup>th</sup> September 2024 had been circulated and Cllr McLean proposed they were adopted as an accurate record of the meeting. This was seconded by Cllr Hood with one abstention and six in favour. The minutes of the Extra-Ordinary Parish Council meeting that was held on 30<sup>th</sup> September 2024 will be deferred until the next full meeting.

**118. Public Forum**

118.1 A report from Suffolk County Council had not been received.

118.2 Cllr Green provided a report from East Suffolk Council covering topics including the suggested Parish Council allowance, new street trading policy, the Sizewell Community fund, the First Light festival and the Debate Not Hate policy.

118.3 No members of the public attended.

## 119. Finance & Governance

- 119.1 To receive and note the minutes of the Finance & Governance meetings held on the 4<sup>th</sup> & 11<sup>th</sup> September 2024. The minutes of the 2<sup>nd</sup> October 2024 will be brought to the next parish council meeting.
- 119.2 Cllrs considered the Debate not Hate Policy and Cllr Green proposed it should be adopted. Items should be logged in the office and reported to the police. This was seconded by Cllr Hood with all in favour.

## 120. Leisure, Communications & Events

- 120.1 It was noted that the minutes of the Leisure, Communications & Events meeting held on the 23<sup>rd</sup> July 2024 had been circulated. The minutes of 24<sup>th</sup> September 2024 will be brought to the next parish council meeting.

## 121. Personnel

- 121.1 It was noted that there has not been a meeting of this committee so there are no minutes to be received.
- 121.2 It was noted that the general factotum position has been advertised with a closing date of 11<sup>th</sup> October 2024. Cllr Green proposed that the date should be extended if there are no applications and the job title to become Maintenance Supervisor. Adverts will also be placed through SALC, DWP & the Job Centre. This was seconded by Cllr Cook with all in favour.
- 121.3 It was noted that staff appraisals have begun to take place and this will be placed on the next agenda.
- 121.4 Staffing matters (Confidential)

## 122. Planning & Highways

- 122.1 The minutes of the Planning & Highways meetings held on the 3<sup>rd</sup> September 2024 had been distributed and noted by Councillors.

## 123. Other council business

- 123.1 Cllrs were happy to keep Council meetings as scheduled.
- 123.2 A request for the use of the Church Road car park as a compound for contractors that will be working on the Church Rd drainage scheme which commences in January 2024 had been made but Cllrs agreed that consideration had to be taken in account regarding how long for, how wide the vehicles were and if damage occurred, would it be made good. This was proposed by Cllr Hood and seconded by Cllr Boyle with all in favour.
- 123.3 It was noted that Cllr Hood and Carter had attended a public meeting with PCC, Tim Passmore and Chief Constable Rachel Kearton on 3<sup>rd</sup> October. Cllr Hood gave an update of that meeting and from that, Cllr Green proposed a meeting with Tim Passmore, local parish councils and the public in the new year to be arranged. This was seconded by Cllr Hood with all in favour.

## 124. Date of Next Meeting

The date of the next meeting will be held at 7pm on Wednesday 13<sup>th</sup> November 2024.

## 125. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be 1<sup>st</sup> November 2024.

## 126. Exclusion of the Press & Public.

Cllr Green 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 Cook seconded this with all in favour.

### 121.4 Staffing matters (Confidential)

Cllr McLean proposed that the Deputy Clerk has her contract amended to reflect that she would stand in as RFO in the absence of the Clerk as agreed at a previous meeting. This was seconded by Cllr Hood with all in favour.

Advice had been taken from SALC regarding Item 105.1 and Cllr Cook proposed that regarding solicitors fees, these would be paid monthly as and when invoices were received. This was seconded by Cllr McLean with all in favour.

## 127. Close of meeting.

This meeting closed at 20.04hrs