



Minutes of the
Kessingland Parish Council Meeting
At 7.00pm on Wednesday 21st June 2023
held in the Council Chamber, Marram Green

Members present: Councillors D. Boyle, C. Cook, M. Dunne, I. Graham (Chair), A. Green, S. James, J. McLean & L. Truman
Other Cllrs in attendance: Cllr M. Ladd
Others present: Caroline Carter & Neil Glendinning
Clerk to the Meeting: N. Coleby (Parish Clerk) & D. Blowers (Admin/Committee Clerk)

30. Welcome

Cllr Graham welcomed and explained the meeting protocol.

31. Apologies for Absence

Apologies for absence were received from Cllrs de Brea & Saunders with acceptance proposed by Cllr Green. This was seconded by Cllr Boyle with all in favour.

32. Oath & Acceptance of Office

The oath and acceptance of office were received from Cllr Dunne in order that he could take part in the meeting and co-option of the new councillors.

33. Declarations of Interest

Cllr Truman declared an other registerable interest in agenda item 45.1 and Cllr Green declared an other registerable interest in item 45.4. Neither had any pecuniary interest from the matters being discussed. It was noted that there are no written requests for dispensations for Disclosable Pecuniary Interests nor dispensations granted.

34. Minutes of the Last Meeting

The minutes of the meeting of the 8th March and the of the AGM on the 16th May 2023 had been circulated. Cllr James proposed approval of the minutes of the 8th March 2023 This was seconded by Cllr McLean with all in favour. Cllr Cook proposed approval of the minutes of the AGM on the 16th May 2023, which Cllr James seconded with all in favour.

35. Public Forum

- 35.1 A verbal report was received from County Cllr Michael Ladd. He noted that he had been involved with events celebrating Suffolk Day which was today. He had been at an event in Woodbridge where the fire service and police are sharing a building and seems to be very successful. He also noted that the fire service had received a good on their recent inspection which was impressive as the Suffolk Fire Service is one of the least expensive in the country. The county council value the library service and have maintained will be up for renewal. Cllr Ladd noted that the council has responded to concerns about the state of the road in Suffolk and have added an extra £10m for the remainder of the current term of office (20 months) to the current annual Highways budget of £11m. The provision of highway maintenance would move to a new contractor from October of this year on a ten year contract. He noted that the Leader of Suffolk County Council had stated that the council's prime objectives over the remainder of the current term would be SEND education and highways. Cllr Ladd reported that in his position as Chair of the Scrutiny committee for the council he would be chairing a scrutiny meeting on considering the council's cyber systems.
- 35.2 Cllr Alan Green provided a verbal report from East Suffolk Council. He apologised that he did not have a lot of information to provide to the meeting as there is a lot of transition work taking place at the district council. There is a new administration following the May local elections which provided an outcome that was unexpected. The new administration have had a lot to organise and especially as for many of their councillors and some of their cabinet members this is their first time on district council and for all of them their first time in cabinet. Cllr Green did note that he had been asked if he would Chair the Carlton Colville, Kessingland and Southwold Community Partnership and had accepted. Cllr Green hopes he will be able to provide more details next month.
- 35.3 The members of the public present had nothing to say at this point..

36. Co-option of Councillors

- 36.1 The Chair asked councillors if they had received the application for co-option to the parish council which councillors affirmed. He advised the meeting that one of the applicants had withdrawn from the co-option process and this would be re-advertised in line with the Co-option Policy. He asked whether having reviewed the applications, councillors wished to progress with the co-option process. Councillor McLean proposed that this Council agrees to co-opt councillors at this meeting using the co-option procedure as detailed in the Kessingland Parish Council Co-option Policy for the councillor vacancies. This was seconded by Cllr Boyle with all in favour.
- 36.2 As the council had agreed to proceed with the co-option, each candidate was invited, in alphabetical order, to tell the council why they wished to be on the council, what skills they could bring to the council and any ambitions they may have as a councillor. For fairness, each candidate left the room during the other candidate three minutes. The councillors then had the opportunity to ask both the candidates a question however there were no questions forthcoming so the Chair asked councillors if they were happy to move to a vote. At this point both

applicants excused themselves from the meeting. The Clerk was asked to clarify a query before the vote and this was answered to the council's satisfaction. The Chair asked if the council would like to vote on the candidates individually or together. Cllr Cook proposed that both Caroline Carter and Neil Glendinning be co-opted to the parish council for the remainder of the current term ending in May 2027. Cllr Boyle seconded and the new councillors were co-opted unanimously.

Cllr L Truman left the room.

- 36.3 Both councillors gave their oath of acceptance of office and signed their acceptance of office paperwork in the presence of the Clerk as witness. The Chair welcomed Cllrs Carter and Glendinning to the council and the councillor were provided with paperwork for the meeting as well as a copy of the Code of Conduct. It was noted that each new councillor would have a meeting with the Chair and Clerk and that each of the new councillors would be provided with a mentor who would be there to support them.

Cllr L Truman returned to the room.

37 Finance

- 37.1 The minutes of the Finance & Governance Committee meetings of the 5th April 2023 were received and it was noted that the meetings of the 22nd February, 10th May and 7th June were inquorate.
- 37.2 It was noted that the Rialtas has been fully reconciled but that the closedown of the financial system had been postponed because of an issue with one of the reports. As the council is now out of contract with the supplier of the previous accounts system there is no support from them so alternative advise is being sought. SALC have been made aware of this situation for audit purposes.
- 37.3 It was noted that there were no critical payments which needed approval so payments would go to Finance and Governance as usual..

38 Governance

- 38.1 The newly co-opted councillors advised which committees they would like to join. Cllr Glendinning requested Planning & Highways, Finance & Governance and Personnel. Cllr Carter requested Planning & Highways, Events & Communications and Emergency Planning. Cllr Truman requested to join the Finance & Governance committee. Cllr Truman proposed that these councillors could join their chosen committees, this was seconded by Cllr Green with all in favour.

39 Climate, Culture, Community & Development Committee

- 39.1 The previous minutes had already been noted by parish council and the minutes of the meeting held on the 12th June 2023 will come to the next meeting.

40 Emergency Planning Committee

40.1 The previous minutes had already been noted by parish council and the minutes of the meeting held on the 20th June 2023 will come to the next meeting.

41 Events & Communications

41.1 The minutes of the Events & Communications Committee meeting of the 27th March and the 24th May were received and it was noted that the meeting of the 25th April was inquorate.

42 Leisure & Amenities

42.1 The previous minutes had already been noted by parish council and it was noted that the committee had not met since January due to the council elections. The next meeting of the committee will be on the 20th June and the minutes from that meeting will come to the July meeting of the parish council.

43 Personnel

43.1 It was noted that the previous minutes have already been received by council and that the next meeting of the committee will be on the 26th June. The minutes from that meeting will come to the July meeting of the parish council.

44 Planning & Highways

44.1 The minutes of the Planning & Highways meetings of the 5th April, 19th April and 3rd of May were received and it was noted that the minutes of the 14th June will come to the July meeting of the parish council. There were also a couple of scheduled meetings which did not take place as there were no planning applications.

44.2 It was noted that the Planning & Highways committee considered two consultations and submitted a consultee response on both. The first consultation was from NALC regarding proposed reform of the Community Infrastructure Levy into the Infrastructure Levy. The second was a government consultation on community benefits for the electricity network transmission infrastructure. The Chair noted that copies of these submissions had been circulated to all councillors and asked if any councillors had any questions regarding the submissions however there were none as councillors were happy with the responses.

45 Reports on Council Projects.

45.1 It was noted that the parish council will be hosting the Kessingland Church of England Primary School Trust, school council on the 23rd June when they will be undergoing an inspection. There has been a request received from the school asking if the council would consider purchasing a bench. Cllr Green proposed a maximum budget of £2,800 with Cllr McLean seconding, with all in favour (LGA 1976, section 19)

45.2 It was noted that the memorial stone for those who lost their lives in the First World War is complete and Peter Aldous has agreed to unveil the stone on 28th

- July. Consideration is being given to also carrying out a formal opening of the Church Road Play Area also on 28th July. Following the unveiling of the memorial stone, people will be invited back to Marram Green for tea and cake.
- 45.3 It was noted that there had been some progress at Marram Green with regard to the connecting doors for the Library, the café, access fobs and gutter issues. It was noted that some of the issues have now been dealt with and the Clerk is following up and trying to liaise between the different groups and potential funding pots.
- 45.4 It was noted that the council has been approached by a local organisation about holding a KessyFest on Francis Road Playing Field. East Suffolk have been contacted a number of times to talk about the process that the parish council needs to follow but there has been no response yet. Because of the numbers involved the council would need to apply for a Premises Licence which would be considered with input from relevant organisations including the police, fire department, NHS, Suffolk Highways and residents. If the council is successful in obtaining a license, it would enable other activities and events but there would almost certainly be conditions if a license is granted. Officers will continue to try to speak to the relevant person at East Suffolk in order to provide further information and costs to councillors.
- So far this has been a fact finding exercise before bringing the matter to parish council and is dependent on East Suffolk. This would be a matter which would need parish council consideration rather than delegation to any committee. The clerk suggested that the idea would need full consideration once details have been provided as not only would a premises licence be needed, then as Land Owner, the council would probably need to take out additional insurance as well as looking at any other potential issues. The benefit would be that it would be a charity event probably to be held next year. This was proposed by Cllr Cook and seconded by Cllr McLean with all in favour.
- 45.5 It was noted that Kessingland Seafront project is moving forward but there have been some concerns. Southwold Town Council is keen to be involved with Kessingland in approaching East Suffolk to install boardwalks and to look for funding streams which could provide great access to beaches for people with different accessibility needs. In line with this an invite has been sent to the new leader of East Suffolk council as well as the new Cabinet member for Leisure, Tourism and Communities (effectively the position held by Cllr Smith before the election) and we have received a very positive response. Currently potential dates are being investigated. The rest of this item would be dealt with in confidential session as it involved commercial information.
- 45.6 It was noted that the council has been involved with a flood prevention project in Kessingland which is being organised by Suffolk County Council. The project initially started when residents met with Cllrs Dunne & James and the Clerk and has followed on from that meeting. The area of the village which this affects is Coopers Drive, Marsh Lane and Church Road and should be happening in the autumn to avoid peak tourism season. The work includes Anglian Water, Suffolk Highways and the three tiers of local government as well as the Water Management Alliance. The project is designed to divert fluvial water from the areas listed above by improving the ways which the water can be dispersed both more quickly and without affecting any of the properties. Sandra Gage who is the officer in charge of the project and a representative of the WMA will

- be attending the planning meeting on the 28th June to provide a presentation to update councillors.
- 45.7 It was noted that a meeting with Kessingland Football Club and the FA is being organised to discuss how to progress work at Francis Road and support the sustainability of the club and improvements which could be made to the facilities.
- 45.8 It was noted that there has been an act of vandalism at Francis Road where a youth has sawn branches from the most mature of the three trees between the drive and the overflow carpark. This incident has been reported to the police and CCTV footage has been downloaded. A crime number has been given. This follows an incident at the KSSC recently when they also suffered from vandalism which was recorded on CCTV. Council will need to allow the police to deal with the investigation but may wish to consider whether there is any action which they feel is required.
- 45.9 It was considered that a complaint has been received from a resident with regard to the new play equipment at Church Road. The resident has complained about the bongos as she and her neighbours are suffering from people playing them in the early hours of the morning. The complaint has been noted and the recommendations will be put forward to the 3CD and AID committees on how to progress the matter.
- 45.10 Council considered the matter referred to it by the Planning and Highways committee concerning whether the council should become a 20s Plenty village. Council agreed with the Planning & Highways committee that a public consultation should take place prior to a decision of the nature. The Planning and Highways committee also discussed the Traffic Regulation Orders (TROs) which have been considered previously as well as the request for a pedestrian crossing on the High Street. It was felt that all of these could be included in a traffic section of the survey. A draft version of the survey is being collated and will initially be considered by the Events & Communications and 3CD committees in order that they can make recommendations to parish council.
- 45.11 It was noted that following the council's decision to site village gates at the entrances/exits of the village, the Men's Shed have volunteered to make them. The gates have been discussed with Suffolk Highways and Cllr Ladd and the council has been advised that the council would need to apply for a license (a single license may be possible however it could be a license for each gate. It appears that the council would not need to employ an approved contractor however a contractor would be needed as whilst the men's Shed are happy to build they would not wish to site the gates. A contractor would also provide protection to the parish council if there was an issue during installation. It is hoped that a design and costings can go to the 3CD meeting in July and a recommendation from them could come to the July parish council meeting in order to consider if or how the council wishes to proceed.
- 45.12 It was noted that the landscape gardeners have been contacted and have confirmed that they work with a landscape architect who could work from the initial design to produce a design which would provide all the required information for quotations to be obtained for the landscape work. Costs are currently being obtained and a potential site meeting considered. Once there is more information a meeting of the Memorial Garden Working Group will be organised.

Cllr Truman left the room.

- 45.13 It was noted that the council has contacted the Greenest County team at Suffolk County Council to look into potential climate energy projects and savings for the community and community buildings.
- 45.14 It was noted that the safety barriers around the toilets in Francis Road have been installed by council staff. Cllr Graham proposed a vote of thanks to the two staff members who had carried out this work as it was a significant undertaking and has provided an clearly visible barrier to prevent children from running out onto the car park. Cllr Cook seconded with 8 voted in favour and 1 abstention.

Cllr Truman returned to the room.

46 Reports from Councillors & Officers Relating to representative roles

- 46.1 The Clerk provided a verbal report on the SALC East Suffolk Forum which Cllr de Brea and the Clerk had attended via video-conferencing. The speaker had been from Sizewell C and had provided a presentation on how the project was progressing and advised the meeting that the UK Government was now an 50% partner with EDF in the project. The meeting attendees had asked a lot of focused and pertinent questions regarding the effects on their communities in the local area. There was a question of whether Sizewell 3 should be built but there seemed to be an acceptance that Sizewell C would go ahead whatever local or public opinion might be and this had been confirmed in the 50% ownership by the UK government and also provision of funding prior to the conclusion of public consultation. A lot of the issues were around provision and level of support, involvement, funding and compensation being provided at Hinckley Point and how almost every consideration in Suffolk is less than that at Hinkley Point. There were a lot of questions which received political answers which did not satisfy attendees and resulted in further questions.
- After the speaker left the call there was an expression of frustration at the ways that the procedures and timetables by which NCIPs work by are not normal working areas for town and parish councils and the demands on councillors or staff in trying to produce and provide evidence in almost impossible without collegiate partnerships across the large number of parishes.
- A report was then presented by the Chais and CEO of SALC on a meeting with East Suffolk Council regarding the work that the SALC East Suffolk Forum had done with regards to concerns from the parish councils regarding the way that East Suffolk works as a planning authority and how it differs from the other district councils in Suffolk. This second meeting had been more positive than the initial one and East Suffolk accepted the validity of parish councils presenting their concerns via SALC. East Suffolk mentioned that several of the things mentioned in the report were things which they had been planning on doing and that they were going to be meeting with the other councils to discuss more standardised practices. ESC were presented with a wish list of how a better working relationship between parish and town councils and East Suffolk could be achieved and they agreed to take the list away and respond to it.

Finally there was an update from SALC on the new councillor training format.
46.2 Cllr Green and the Clerk gave a verbal report on the SALC Climate Forum which they had attended by video conferencing. The guest speaker had been from the Greenprint Forum which is an East Suffolk body set up in 1996 to consider climate and environmental concerns. It is not a funding body but can provide signposting and information and is a community focused group not just looking for membership of parish councils.

47 Date of Next Meeting

The date of the next meeting will be 12th July 2023 at 7.00pm at Marram Green.

48 Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be the 5.00pm on the 3rd July 2023.

49 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.

49.1 Cllr Green proposed that the council sites two benches on the prom this year. One would be in commemoration of the Queen's Platinum Jubilee and the second would be a King's Coronation bench at a maximum budget of £4,000. It was agreed that the council would use the same provider for the two benches for the proms as well as the school bench and also a memorial bench which a member of the public wishes to purchase. These would all be ordered together so that the council could request a discount and also take advantage of combined transport costs. Council considered the climate emergency with the distance for transportation but noted that although the carbon footprint would be higher transportation wise, the fabric of the benches and the standard of manufacture and coating provides a long guarantee period and therefore less of a carbon footprint in the longer term. of which the council may wish to consider setting a budget. Cllr James requested that one of the three benches should be positioned on the south prom. This was seconded by Cllr McLean with all in favour.

50 Close of Meeting

This meeting closed at 20.56pm.