

KESSINGLAND PARISH COUNCIL



Minutes of the
Kessingland Parish Council Meeting
At 7.00pm on Tuesday 10th December 2024
Held in the Council Chamber, Marram Green, NR33 7AH

Members present: Councillors S. James (Chair), C. Carter (Vice-Chair), D. Boyle, C. Cook, N. Glendinning, I. Graham, A. Green, L. Hood, J. McLean, Z. Mo, J. Ollett & D. Pope-Brannon

Others present: Representatives from Kingsley Care Home

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

135. **Chair's welcome**

The Chair welcomed the Committee and explained the meeting protocol.

136. **Apologies for absence.**

Apologies for absence were received from Cllr Saunders. Acceptance of apologies for absence was proposed by Cllr Graham, seconded by Cllr Glendinning with all in favour. Cllr M. Ladd did not attend.

137. **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.
- Cllr Hood in respect of Kessingland CofE Primary Academy.
- Cllr McLean in respect of Kessingland CofE Primary Academy & Kessingland Sports & Social Club.

Cllr McLean also declared a non-pecuniary interest in items 140.2 & 3 and Cllr Boyle in item 140.2.

138. **Minutes of the previous meetings.**

The minutes of the Extra-Ordinary meetings held on 30th September and 8th & 9th October and the Parish Council meeting that was held on 9th October 2024 had been circulated and Cllr McLean proposed they were adopted as an accurate record of the meeting. This was seconded by Cllr Graham with two abstentions and ten in favour.

139. Public Forum

- 139.1 A presentation from Kingsley Care Home was received.
- 139.2 A report from East Suffolk Council was received by Cllr Green.
- 139.3 No members of the public attended.

140. Finance & Governance

- 140.1 The minutes of the Finance & Governance meetings held on the 2nd October and 6th November 2024 had been received and noted.
- 140.2 Cllrs considered a recommendation from this committee to grant the Mens Shed £1000 funding towards the cost of re-roofing their Mens Shed Building. This was proposed by Cllr Hood and seconded by Cllr Carter with ten in favour and two abstentions.
- 140.3 Cllrs considered a recommendation from the Personnel Committee to open the youth club on a weekly basis in the New Year. This was proposed by Cllr Cook and seconded by Cllr Glendinning with all in favour.
- 140.4 Cllr Boyle proposed to adopt the following Youth Café policies:
 - Anti-Bullying
 - Confidentiality & Data protection
 - Diversity & Equal Opportunities
 - Health & Safety
 - Safeguarding Children & Young Persons
 - Safeguard follow upThis was seconded by Cllr Glendinning with all in favour and two abstentions. A thank you was raised to the Youth Club administrator for all her hard work in reviewing and amending these policies.
- 140.5 Cllr Mo proposed to adopt the Grant policy that was reviewed and amended by the Finance Committee. Cllr Graham seconded this with ten in favour and two abstentions.
- 140.6 Cllr Graham proposed the committee considered a recommendation from the Finance committee to pay outstanding invoices from Kessingland Primary School which total £4,471.30 from the Youth Culture Fund. This was seconded by Cllr Glendinning with all in favour.
- 140.7 Cllrs considered a request to fund prizes for a writing competition that is being held in the village. Cllr Graham proposed prizes to each adult and child of £20 for first, £15 for second & £10 for third, be given. This was seconded by Cllr Hood with all in favour.

141. Leisure, Communications & Events

- 141.1 The minutes of the Leisure, Communications & Event meeting held on the 24th September & the 19th November 2024 were received and noted.
- 141.2 Cllrs discussed the Newsletter Advertisement Subscription form.
- 141.3 Cllrs considered a recommendation from the LCE committee to charge a refundable deposit for the MUGA tokens. Cllr Cook proposed a £5 deposit should be taken. This was seconded by Cllr Hood with all in favour.

142. Personnel

- 142.1 It was noted that the minutes from the meeting held on the 5th November 2024 will be brought to the next meeting.
- 142.2 Cllrs considered the recommendation from the Personnel committee to approve the NJC paycales 2024/25. This was proposed by Cllr Graham and seconded by Cllr Glendinning with nine in favour and one abstention.
- 142.3 To note that interviews have taken place and consider a recommendation from the Personnel committee for the General Maintenance Supervisor and Relief Cleansing Operative position. (Confidential).
- 142.4 To note that staff appraisals have taken place and to consider recommendations from the Personnel committee (Confidential).
- 142.5 Staffing matters (Confidential)

143. Planning & Highways

- 143.1 Cllrs received and noted the minutes of the Planning & Highways meetings held on the 3rd & 11th September and 16th October 2024.
- 143.2 **DC/23/4255/FUL** Land East of London Road
Cllr Carter reported details regarding a new document that has been submitted on the East Suffolk Planning Portal from SCC requesting significantly less CIL/s 106 contributions. A Freedom of Information Act 2000 request has been submitted to SCC asking for detailed workings as to how the new figure has been calculated. This will be reported back again in the new year if there has been a development.

144. Other council business

- 144.1 The Christmas office opening times were noted.
- 144.2 Cllrs discussed the Church Rd car park being used as a compound for the upcoming drainage work that is due to commence in January 2025. A quarter of the car park will be used of which if any damage occurs, Cllr McLean proposed that it will be made good. This was seconded by Cllr Cook with all in favour.
- 144.3 Cllr Graham proposed the purchase of a VE bench which will be ordered. Cllr Boyle seconded the motion with all in favour.
- 144.4 Cllrs considered installing a "No Alcohol permitted" sign at the Church Road play area. Research will be undertaken and brought to the next meeting.
- 144.5 The KSSC overflow car park was discussed. Cllrs agreed that it should remain open whenever the main gates are, to prevent overflow into Francis Road outside residential properties.

145. Date of Next Meeting

The date of the next meeting will be held at 7pm on Wednesday 8th January 2025.

146. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be 20th December 2024.

147. 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. This was seconded by Cllr Green with all in favour.
Cllr McLean left the room at 20.45hrs.

142.3 Cllrs noted that interviews had taken place and considered a recommendation from the Personnel committee for the General Maintenance Supervisor and Relief Cleansing Operative position. Cllr Boyle proposed the decision and Cllr Green seconded the motion with all in favour.

142.4 It was noted that staff appraisals had taken place and Cllr Green proposed recommendations from the Personnel committee regarding pay rises. This was seconded by Cllr Hood with all in favour.

Cllr McLean returned.

142.5 Cllr Glendinning gave an update regarding a change of solicitor due to the insurance company insisting that it was changed to their recommendations.

148. Close of meeting.

This meeting closed at 21.00hrs.