

Kessingland Parish Council



Minutes of the Kessingland Parish Council Meeting At 7.00pm on Thursday 14th March 2024 held in the Council Chamber, Marram Green

Members present:	Councillors R. de Brea, C. Carter, C. Cook, N. Glendinning, I. Graham (Chair), A. Green, S. James & J. McLean
Other Cllrs in attendance:	Cllr M. Ladd
Others present:	None
Clerk to the Meeting:	S. Hogg (Deputy Clerk) & D. Blowers (Admin & Committee Clerk)

186. Welcome

The Chair welcomed everyone to the meeting and explained the meeting protocol.

187. To consider a vote of confidence for the Chair

Councillor James proposed that a vote of confidence for the Chair would be postponed until May. This was seconded by Cllr Green with six in favour of and one abstention.

188. Election of Vice-Chair for the Parish Council

Councillor McLean proposed that Cllr Carter be nominated for the position of Vice-Chair, which was seconded by Cllr Cook with all in favour.

190. Apologies for Absence

Apologies were received from Cllr Saunders. Cllr Green proposed acceptance of the apologies and it was seconded by Cllr James with all in favour.

191. Declarations of Interest

There were no Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda and there are no written requests for dispensations for Disclosable Pecuniary Interests. A dispensation has been granted to:

- Cllr Green in respect of his role as district councillor.
- Cllr McLean in respect of Kessingland Sports & Social Centre & Kessingland CofE Primary Academy.
- Cllr Carter in respect of Kessingland CofE Primary Academy.

192. Minutes of the Last Meeting

The minutes of the Parish Council meetings that were held on 11th October & 8th November 2023 and the Extra-Ordinary meetings held on the 13th December 2023 & 15th January 2024 had been circulated and Cllr James proposed acceptance of the minutes, Cllr Glendinning seconded with all in favour.

The minutes of the Parish Council meeting that was held on 15th February 2024 will be deferred until the next meeting.

193. Public Forum

During each meeting the council will hold a public forum for a period of 10 minutes. During this time, residents will have a maximum of 3 minutes each to put views/questions to the Chair regarding matters on the agenda. Where possible the Chair will respond but the matter may have to be deferred and placed on a later month's agenda for discussion.

- 193.1 A report from Cllr M Ladd of Suffolk County Council was received regarding the 2024-2025 budget and highway matters amongst other relating subjects.
- 193.2 Cllr A Green provided an update on East Suffolk Council and also mentioned the donations given to the KSSC, Mens Shed and other worthy causes.
- 193.3 There were no members of the public present at the meeting.

194. Finance

- 194.1 It was noted that the minutes of the extra-ordinary meeting of the Finance & Governance Committee held on the 29th September 2023 and the ordinary meetings of the 1st November, 22nd November and 20th December 2023, were received and that the minutes of the meetings held on 7th February 2024 and 6th March will come before the next meeting.
- 194.2 Councillors noted that there has been a transfer of funds from CCLA to the Unity Current account.
- 194.3 To consider an annual contract from ESS for grass maintenance. (Confidential).
This will be in the confidential section (Item 207)
- 194.4 To consider a quote received from ESS to site a bench at Kessingland Primary school. (Confidential).
This will be in the confidential section (Item 207)
- 194.5 Councillors decided that the consideration of donating to SARS to enable to purchase lifesaving equipment will be put onto the next full agenda.
- 194.6 To consider a quote received from ESS to relocate some bins on the promenade. (Confidential).
This will be in the confidential section (Item 207)

195. Audit

- 195.1 Councillors noted that advice has been sought from SALC regarding preparations for the completion of the audit and that assistance is available should it be needed.

196. Governance

- 196.1 To note that correspondence was sent to the external bodies as discussed at the last parish council meeting, item 172.4, a verbal report will be given. (Confidential)

- 196.2 It was noted that after a long and successful service Cllr Dunne has resigned from the council, therefore there is now a vacancy for the Chairs of the Planning & Highways and the Leisure and Amenities committees. Cllr Truman has also resigned from the council, leaving vacancies on 3CD, Events and Communications, Finance, Leisure & Amenities and Planning & Highways committees. These vacancies will be considered at the next meetings of those committees. A budget of £500 was proposed by Cllr Cook for Scroll boxes to be made and also including a letter of thanks to those that had recently left the council, for their services. This was seconded by Cllr McLean with all in favour.

197. Climate, Culture, Community & Development Committee

- 197.1 The minutes of the 3CD meeting of the 2nd October 2023 were received and it was noted that the meeting of the 23rd November did not take place.

198. Emergency Planning Committee

- 198.1 The minutes of the Emergency Planning committee of 14th February 2024 had been distributed and noted by councillors.

199. Events & Communications

- 199.1 It was noted that the minutes of the Events & Communications Committee meeting of the 26th September, 24th October and 28th November and 6th February 2024 had been distributed.
- 199.2 Councillors noted that the minutes of the meeting held on 4th March will be brought before the next meeting.

200. Leisure & Amenities

- 200.1 Councillors received and noted the minutes of the Leisure and Amenities committee meetings of the 26th September and the 21st November 2023.

201. Personnel

- 201.1 Councillors received and noted the minutes of the extra-ordinary Personnel committee of the 6th September, 20th October & 5th December 2023. The minutes of 7th February 2024 have not been received.
- 201.2 To consider delegating authority to the personnel committee to increase the wages of the Deputy Clerk and the Committee Clerk due to the Clerk currently being unavailable and review their working hours. Their workload and responsibilities have greatly increased during this time and to consider a reflection of this in their pay. They may also be required to work extra hours to cope with the workload so again consideration needs to be given. (Confidential)
This item will be included in the confidential section (Item 207)

202. Planning & Highways

- 202.1 Councillors received and noted the minutes of the Planning & Highways meetings of the 18th October; 1st, 15th & 29th November; 13th and 27th December 2023; as well as the 10th & 24th January & 7th February 2024.

203. Other Council business

A meeting took place between members of the council and East Suffolk Council relating to the submission of a formal complaint regarding planning decisions

within the village. A verbal report was given by councillors who were in attendance noting that there was only one week left for ESC to respond.

- 203.1 It was noted that there have been several new benches sited on the promenade and feedback from members of the public have been very positive. A budget of £5,000 was proposed by Cllr Cook to allow the purchase of two more. One of the designs will be chosen at the AGM by the village. This was seconded by Cllr Carter with all in favour.
- 203.3 A request from Cllr Truman was considered to award Freedom of the Village to any councillor that has served a full term when they stand down from their role in recognition of their contribution to the Parish Council. It was decided that the presentation of scrolls would be given to councillors and suggested that the award was given to a worthy citizen and discussed at the next 3CD meeting.

204. Reports from Councillors & Officers Relating to representative roles.

- 204.1 No written reports have been submitted this month however there was a verbal report from Cllr James (Beach Warden) regarding the condition of the beach. It was suggested that the dog-foul posters were replaced.

205. Date of Next Meeting

The date of the next meeting will be confirmed at a later time.

206. Items for the next agenda

The last date for notifying the Clerk of items for the agenda is yet to be confirmed.

207. Exclusion of the Press & Public

Councillor James 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 Graham seconded this with all in favour.

- 194.3 Councillors considered an annual contract from ESS for grass maintenance and Cllr Graham proposed that council take this contract on. This was seconded by Cllr McLean with all in favour.
- 194.4 Councillors considered a quote received from ESS to site a bench at Kessingland Primary and Cllr James proposed that the quote is accepted. This was seconded by Cllr McLean with all in favour.
- 194.5 Councillors considered a quote received from ESS to relocate some bins on the promenade and Cllr Glendinning and proposed that the quote is accepted. This seconded by Cllr James with all in favour.
- 196.1 It was noted that correspondence was sent to the external bodie as discussed at the last parish council meeting, item 172.4, and a verbal report was given. Cllr James proposed that Cllr Glendinning would represent the Parish council. This was seconded by Cllr McLean with all in favour.
- 201.2 Cllr James proposed delegating authority to the personnel committee to increase the wages of the Deputy Clerk and the Committee Clerk due to the Clerk currently being unavailable and review their working hours. This was seconded by Cllr Graham with all in favour.

208. Close of Meeting

This meeting closed at 20.40hrs.

Parish Council

I certify that these are accurate minutes of the above meeting as approved at a meeting of the Parish Council held on the _____.

Signed
Cllr Ian Graham
Chair, Kessingland Parish Council

Dated

DRAFT