

KESSINGLAND PARISH COUNCIL



Minutes of the meeting of the
Kessingland Parish Council
Held at 7.00pm on Wednesday 12th March 2025
In the Council Chamber, Marram Green

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

Other members present: Cllr M. Ladd & B. Nicholls (R. Brown's Garden, sub-committee)

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

178. Chair's welcome

The Chair welcomed the Committee and explained the meeting protocol.

179. Apologies for absence.

Apologies for absence were received from Cllr D. Pope-Brannon. Acceptance of apologies for absence was proposed by Cllr McLean, seconded by Cllr Cook with all in favour.

180. 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.

181. Minutes of the previous meetings.

The minutes of the meeting held on the 12th February 2025 had been circulated and Cllr Glendinning proposed they were adopted as an accurate record of the meeting. This was seconded by Cllr Boyle with one abstention and eleven in favour.

182. 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.

- 182.1 A report from Suffolk County Council was received from Cllr Ladd. This included Benacre flood news, Suffolk Libraries and also energy projects. Cllrs questions on these issues were also answered.
- 182.2 A report from East Suffolk Council was received from Cllr Green. He spoke of the petition that was made against car park charges going up and also of funding of projects from the Community Partnership Fund.
- 182.3 There were no members of the public present.

183. Finance & Governance

- 183.1 The minutes of the Finance & Governance meetings held on 12th February 2025 had been received and noted.
- 183.2 The following policies, as recommended by the Finance and Governance committee to be adopted, will be deferred to the next meeting in April.
- Code of Conduct
 - Disciplinary Policy & Procedure
 - Disciplinary Rules
- 183.3 Cllrs agreed to appoint SALC as the 2024/25 Internal Auditor and approved the letter of engagement. This was proposed by Cllr Glendinning and seconded by Cllr Hood with all in favour.
- 183.4 It was noted that the internal control statement 2024/25 has been completed.
- 183.5 To note that the Asset Register 2024/25 has yet to be reviewed by the finance committee so will be deferred until the next meeting.
- 183.6 To note that the Risk Assessment 2024/25 has yet to be reviewed by the finance committee so will be deferred until the next meeting.

184. Leisure, Communications & Events

- 184.1 Cllrs noted that the next Leisure, Communications & Event meeting will now be held on the Monday 17th March 2025.
- 184.2 To receive an update on the progress of the redevelopment of Roy Browns Garden and consider a quote for the work required (Confidential).
- 184.3 To receive an update with regards to the new VE bench siting. This item is now included in the confidential section.
- 184.4 An update regarding the refurbishment of the benches in the village by the Mens Shed was received.
- 184.5 A presentation from Cllr Mo was given regarding the Coastal Management @ ESC (sea wall & prom).

185. Personnel

- 185.1 Staffing matters (Confidential)

186. Planning & Highways

- 186.1 The minutes of the Planning & Highways meetings held on the 5th February 2025 were received and noted.
- 186.2 Cllr Carter gave an update on the Suffolk Highways site meeting held on 26th February and moving forward, she will write to them again reiterating the dangers of certain areas in the village with speeding and parking and will report back at the next full meeting.
- 186.3 Cllrs considered updating the current Kessingland Neighbourhood Plan. Cllr James asked for volunteers to get involved as a committee to go through this. Cllr Graham proposed a Task & Finish group be formed with Cllr Green as Chair. This was seconded by Cllr Glendinning with all in favour.

187. Other Council Business

- 187.1 Cllrs considered appointing a Data Protection Officer. Cllr Graham proposed that Cllr McLean should work together with the Acting Parish Clerk as DPO. It was also agreed that GDPR training would be required for them both. Cllr Cook seconded this with all in favour.

188. Other matters

There were no other matters to discuss.

189. Date of Next Meeting

The date of the next meeting will be held at 7pm on Wednesday 9th April 2025.

190. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be Monday 31st March 2025.

B. Nicholls reported plans for the Roy Browns Garden to the Committee before he left the meeting at 20.30hrs so the next item on the agenda could be discussed.

191. 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 McLean with all in favour.

- 184.2 Cllrs considered a quote received for the redevelopment of Roy Browns Garden and Cllr Graham proposed to accept this so that work could commence as soon as possible. This was seconded by Cllr McLean with all in favour.
- 184.3 An update with regards to the new VE bench siting was given. Cllrs received a quote for the concrete base and Cllr Hood proposed this went ahead. This was seconded by Cllr Glendinning with one abstention and eleven all in favour.
- 185.1 Staffing matters (Confidential)
Cllr Glendinning updated councillors on the status of legal proceedings regarding the clerk's discrimination claim. Following legal advice, the decision to cease paying SSP to the clerk was put on hold pending the response to the

council's offer of a settlement agreement that has been put to the clerk through ACAS. Subsequent to consultation with SALC payroll and offer of a settlement figure of £25,000 has been put to the clerk in full and final settlement of his claim. This figure was derived after considering any potential loss of earning that the clerk could consider that he has suffered as a result of his sickness absence from work and includes any accrued holiday pay and notional overtime. It was agreed that should the clerk indicate that he would be willing to enter into this settlement agreement, that an extraordinary meeting of the council would be held to agree details of any settlement.

192. Close of meeting

This meeting closed at 21.98hrs.