

KESSINGLAND PARISH COUNCIL



Minutes of the Leisure, Community & Engagement Committee Meeting at 11am on Monday 18th May 2026 Held in the Council Chamber, Marram Green

Members present: Councillors D. Boyle, C. Cook, J. McLean & B. Nicholls
Other Cllrs in attendance: S. James
Clerk to the Meeting: S. Hogg (Acting Parish Clerk) & D. Blowers (Admin/Committee Clerk)

- Election of Chair of Committee**
Cllr Nicholls proposed that Cllr Boyle is elected as Chair of this committee. This was seconded by Cllr Cook with all in favour.
- Chair's welcome**
Cllr Boyle welcomed the committee to the meeting and explained the meeting protocol.
- Election of Vice-Chair**
Cllr Cook proposed that Cllr Nicholls is elected as Vice-Chair of this committee. This was seconded by Cllr McLean with all in favour.
- Apologies for absence**
Cllrs Graham & Pope-Brannon did not attend. No apologies were received.
- 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.
- Minutes of the previous meeting**
Cllr McLean proposed the minutes of the Leisure, Community & Engagement Committee meeting held on Monday 16th March 2026 be adopted as an accurate record of the meeting. This was seconded by Cllr Cook with all in favour.
- Public participation**
There were no members of the public present.
- Play Equipment**
Inspection & Maintenance

- 8.1 Cllrs noted the latest play inspection reports.
- 8.2 Cllrs noted the baby swing at the Francis Rd play area has been removed due to vandalism and a replacement has been ordered. It was also noted that all episodes of vandalism need to be reported to the online ASB tools.
- 8.3 The quotes for replacing the matting and equipment in the play areas were considered. Cllr Boyle proposed that the matting down Church Road definitely needed replacing. Cllr McLean seconded with all in favour. This will be referred to the next Finance meeting for approval. Cllr Nicholls also proposed he would inspect the playground with Cllr Boyle and also at Francis Rd, to decide and confirm the maintenance which is urgent. This was seconded by Cllr Boyle with all in favour.

9. Community spaces

- 9.1 Cllrs considered the provision of a bin at the bus stop opposite the primary school. Cllr Boyle proposed relocating the existing bin from outside the school, opposite the bus stop, rather than purchasing a new one. This was seconded by Cllr Nicholls with all in favour.

10. Maintenance

- 10.1 To consider quotes for resurfacing the KSSC car park (confidential)

11. Allotments

- 11.1 Cllrs noted there are currently six vacant plots available at St Edmunds Crescent. These are advertised in the Village Newsletter, and it was suggested that they also be promoted on social media.
- 11.2 Cllrs considered action regarding two allotment plots with outstanding fees. It was proposed by Cllr Boyle that the Acting Clerk issue letters to the tenants by recorded delivery. The proposal was seconded by Cllr McLean with all in favour.
- 11.3 Members noted that maintenance works are required at the St Edmunds East site. It was agreed that quotations be obtained with a view to appointing a contractor to undertake the works.
- 11.4 Cllrs noted a report of theft at the Church Road allotment site.

12. Events

- 12.1 To discuss forthcoming events and related budgets.
- 12.2 To discuss any other upcoming events.

Items 12.1 & 12.2 were discussed together.

Members discussed the following forthcoming events:

- Bingo event at KSSC on 5 July 2026, for which raffle prizes will be required;
- August Bank Holiday Funday, where additional stall holders are needed; and
- Macmillan Coffee Morning at KSSC in September 2026.

Cllr James proposed the following event budgets:

- Bingo – £50
- Funday – £150
- Macmillan Coffee Morning – £100

The proposal was seconded by Cllr Cook with all in favour.

13. Community

- 13.1 Cllrs noted a request from a member of the public to purchase a memorial bench for placement at Heritage Green. Approval was proposed by Cllr James, seconded by Cllr Boyle and carried unanimously. Cllrs also noted that two additional benches selected by members of the public have now been ordered.
- 13.2 Cllr James provided an update following a meeting regarding the Youth Culture Fund. The school confirmed that it was satisfied with the Terms of Reference submitted by the Council. It was also agreed that a School Council meeting would be held in the chambers at Marram Green.
- 13.3 Cllrs considered the future of the Community Fridge and pet food donations scheme. Due to the fridge not being used appropriately, and the library no longer wishing to manage the service, Cllr McLean proposed that the fridge be removed and relocated to the Boston Room together with the pet food donations. It was also acknowledged there remains a need for the pet food scheme. Introducing a request form and limited collection opening times of one hour per week was also discussed. The proposal was seconded by Cllr Cook and carried unanimously.
- 13.4 Consideration for purchasing a lightweight strimmer for the community garden was deferred however, Cllr Boyle proposed a budget of £225 provisionally for this and that 2 harnesses were to be ordered. This was seconded by Cllr McLean with all in favour.
- 13.5 Cllrs noted that the new defibrillator has been installed at the Working Mens Club.

14. Development

- 14.1 Cllrs noted that the High Street noticeboard had been removed due to rotting posts. A quotation for replacement wooden posts was considered. Approval was proposed by Cllr McLean, seconded by Cllr Cook with all in favour.

15. Date of next meeting.

The next meeting is scheduled to take place at 11am on Monday 13th July 2026.

16. Items for the next agenda.

It was noted that the last date for submitting items for the agenda to the Clerk is 5pm on Wednesday 1st July 2026.

17. Exclusion of the Press & Public.

Cllr McLean 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 the motion with all in favour.

- 10.1 Cllrs considered quotations for resurfacing the KSSC car park. Cllr Boyle proposed that photographs of the area be obtained and circulated in order to seek revised quotations for repair works rather than resurfacing. The proposal was seconded by Cllr James with all in favour.

18. Close of Meeting

This meeting closed at 12.00 noon.

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