

KESSINGLAND PARISH COUNCIL



Minutes of the Extra-Ordinary meeting of the
Kessingland Parish Council
Held at 11.45am on Monday 30th March 2026
In the Council Chamber, Marram Green

Members present: Councillors N. Glendinning, A. Green, S. James (Chair), J. McLean, B. Nicholls, D. Pope-Brannon, B. Saunders & P. Slezacek

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

181. Chair's welcome

The Chair welcomed the Committee and explained the meeting protocol.

182. Apologies for absence.

Apologies for absence were received from Cllrs Boyle & Cook with the acceptance of apologies proposed by Cllr Glendinning, seconded by Cllr Nicholls with all in favour.

183. 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.

184. Minutes of the previous meetings.

As this is an Extra-Ordinary Parish Council meeting, the minutes of the Parish Council meeting that was held on 16th March 2026 will come before the next full council meeting.

185. Public Forum

No members of the public attended

186. Governance

Cllrs adopted the following documents as recommended by the Finance and Governance committee:

- 186.1 Reserve Policy - Proposed by Cllr Saunders, seconded by Cllr Green, AIF
- 186.2 Financial Regulations - Proposed by Cllr Glendinning, seconded by Cllr Pope-Brannon, AIF
- 186.3 Internal Control 2025-26 - Proposed by Cllr Green, seconded by Cllr McLean, AIF
- 186.4 Risk Assessment 2025-26 - Proposed by Cllr Pope-Brannon, seconded by Cllr McLean, AIF

186.5 Asset Register 2025-26 - Proposed by Cllr Saunders, seconded by Cllr Glendinning, AIF

186.6 Publication Scheme 2026 (version 3) - Proposed by Cllr Glendinning, seconded by Cllr Pope-Brannon, AIF

Cllr Green expressed his thanks to the Acting Parish Clerk and Admin for their assistance and the work they put into updating these documents in time for the annual audit.

187. Items for the next agenda

Cllrs noted the last date for notifying the Clerk of items for the agenda will be Friday 27th March 2026.

188. Date of Next Meeting

The date of the next meeting will be held at 7pm on Wednesday 8th April 2026.

189. Exclusion of the Press & Public

190. Close of meeting

This meeting closed at 11.55am.