

KESSINGLAND PARISH COUNCIL



Minutes of the meeting of
Kessingland Parish Council
At 7.00pm on Wednesday 8th July 2026
Held in the Council Chamber, Marram Green

Members Present: Councillors D. Boyle, C. Cook, I. Graham, A. Green, S. James (Chair), J. McLean, D. Pope-Brannon & B. Nicholls

Others Present: D. Haward & one member of the public

Clerk to the Meeting: D. Blowers (Admin/Committee Clerk)

44. Chair's welcome

The Chair welcomed the Committee and explained the meeting protocol.

45. Apologies for absence.

Apologies for absence were received from Cllrs Saunders, Glendinning, Cllrs Lever & Cox (SCC) and Acting Parish Clerk S. Hogg with the acceptance of apologies proposed by Cllr McLean, seconded by Cllr Cook with all in favour.

46. 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.

47. Minutes of the previous meetings.

The minutes of the meeting held on the 10th June 2026 had been circulated and Cllr Boyle proposed they were adopted as an accurate record of the meetings. This was seconded by Cllr Nicholls with all in favour.

48. Reports

48.1 Reports were received from both Suffolk County Councillors and given to the committee.

48.2 A report from East Suffolk Councillor Alan Green provided an update on a range of local matters. He highlighted the forthcoming Community Partnership Meeting. Members were also informed of a grant scheme offering funding of up to £1,200 for eligible community projects. Cllr Green further reported on matters relating to the Food Standards Agency and an update on ongoing issues surrounding waste and recycling collections, including concerns regarding bins, a topic that continues to generate significant interest and discussion within the community.

49. Public Forum

- 49.1 A member of the public attended the meeting to observe the proceedings.

50. Youth Café

- 50.1 A youth leader from the Kessingland Parish Council Youth Café attended the meeting to present a proposed community project and outline the expenditure that may be required. The project involves the design and construction of a Dog Library to be located near the beach. The initiative aims to provide young people with the opportunity to develop practical life skills through the planning and building process. The library would contain sticks and balls that dog walkers could borrow for use with their pets while visiting the area. Members were informed that a risk assessment had already been completed and that a local timber merchant had generously agreed to supply the required wood free of charge. If the project proves successful, there is potential for two additional Dog Libraries to be installed at other nearby locations. Following discussion, Cllr Graham proposed that £100 be allocated towards the project. Cllr McLean seconded the proposal with all in favour.

7.15pm Cllr D. Pope-Brannon joined the meeting.

51. Leisure, Communications & Events

- 51.1 No minutes to receive.

52. Finance & Governance

- 52.1 Cllrs noted the minutes of the Finance & Governance meeting held on the 9th June 2026. The minutes of the meeting held on the 7th July will be referred to the next meeting.
- 52.2 The amended Community Engagement Policy V2 as recommended by the F&G committee was reviewed and approved by the committee. Cllr Green proposed to adopt, Cllr McLean seconded with all in favour.
- 52.3 Cllr Green proposed to review and approve en bloc, the following updated policies as recommended by the Personnel committee:
- Safeguarding Children & Young people policy
 - Anti-bullying policy
 - Health & Safety policy
 - Confidentiality & Data Protection Policy
- Cllr Cook seconded with all in favour.
- It was agreed that Cllr Boyle would visit the Youth Café during July, Cllr Nicholls in August and Cllr Graham in September.

53. Planning & Highways

- 53.1 Cllrs noted the minutes of the Planning & Highways meeting held on the 30th June will be referred to the next meeting.

54. Personnel

- 54.1 Cllrs noted the minutes of the Personnel meeting held on the 6th July 2026 will be referred to the next meeting.

Staffing matters

- 54.2 To note the successful completion of a staff member's probationary period and the resulting salary increment in accordance with the employee's terms and conditions. (Confidential)
- 54.3 To consider matters relating to an ongoing staff issue, and any associated legal expenditure. (Confidential)

55. Other Council Business

- 55.1 Members discussed the preparation of a new local plan in East Suffolk consultation, which is due to close on 29 July. The consultation forms part of the process for developing a new Local Plan for the district. Following discussion, it was agreed that Cllr Green would monitor developments and keep the Parish Council informed of any relevant updates and progress relating to the consultation and preparation of the new Local Plan.
- 55.2 Kessingland Football Club requested the council to fund pitch marking out of season. Cllr Boyle proposed not to proceed with this expenditure. Cllr Cook seconded with all in favour. Their current fees will be considered at an Extra Ordinary meeting to be held on 15th July.
- 55.3 King Charles III England Coastal Path (KCIII ECP) – Commencement of the new access rights between Aldeburgh and Hopton on Sea. No matters were raised for discussion under this agenda item.

56. Other matters

A vote of thanks was given to the Acting Parish Clerk in recognition of the extensive work carried out in researching and negotiating a new energy contract for the KSSC changing rooms and toilets. Members acknowledged that the new contract will result in substantial savings for the Parish Council.

57. Date of Next Meeting

Cllrs noted the date of the next meeting will be held at 7pm on Wednesday 9th September 2026.

58. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be Friday 28th August 2026.

59. 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 Boyle seconded the motion with all in favour.

60. Close of meeting

This meeting closed at 8.13pm.