

KESSINGLAND PARISH COUNCIL



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

Members Present: Councillors C. Cook, N. Glendinning, A. Green, S. James (Chair), J. McLean, B. Nicholls & B. Saunders
Others Present: Cllr A. Lever, A. Buckingham & C. Milton
Clerk to the Meeting: S. Hogg (Acting Parish Clerk) & D. Blowers (Admin/Committee Clerk)

94. Chair's Welcome

The Chair welcomed the Committee and explained the meeting protocol. Members observed a minute's silence in memory of a young village resident who had recently passed away.

95. Apologies for Absence

Apologies for absence were received from Cllrs Boyle, Graham & Pope-Brannon with the acceptance of apologies proposed by Cllr McLean, seconded by Cllr Cook with all in favour. Cllr C. Cox (SCC) did not attend.

96. Co-option of New Councillors

Members received presentations from eligible applicants Cathy Milton and Andrew Buckingham. Following consideration, it was unanimously resolved to co-opt both applicants to fill two of the current council vacancies. Both candidates signed the Declaration of Acceptance of Office, witnessed by the Clerk/Proper Officer, and joined the meeting as councillors.

97. 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.

98. Minutes of the Previous Meetings

The minutes of the meeting held on the 8th July, draft Ex.Ord 15th July, 3rd & 25th August 2026 had been circulated and Cllr Glendinning proposed they were adopted as an accurate record of the meetings. This was seconded by Cllr Saunders with all in favour.

99. Reports

- 99.1 Reports were received from both Suffolk County Councillors and given to the committee.
- 99.2 The report from East Suffolk Councillor Alan Green was received and noted. Matters highlighted included the potential determination of application DC/23/4255 (Badger Application) on 13 October; the Government's postponement of Local Government Reorganisation (LGR); ongoing progress with the transfer of two parcels of land; a resident complaint regarding low-flying drones in Wash Lane; and a resident complaint concerning speeding motorbikes in Church Road.

100. Public Forum

No members of the public attended.

101. Youth Cafe

- 101.1 It was noted that two Councillors had visited the Youth Café. Both reported being very impressed with the facility, commenting positively on the politeness and good behaviour of the young people in attendance.
- 101.2 Members noted that a rose would be planted at Roy Brown's Garden and a plaque installed on the Kessingland Remembers Wall in memory of a Youth Café volunteer who sadly passed away. Cllr Cook proposed that the cost of the plaque, £44.00, be shared equally between Kessingland Parish Council and the Youth Café, this was seconded by Cllr McLean, with all in favour. Cllr Glendinning welcomed the positive recognition of local young people and the Youth Café.

102. Leisure, Communications & Events

- 102.1 There were no minutes to receive.
- 102.2 Members considered the draft Kessingland Football Club contract. Cllr Glendinning proposed that the annual charge be paid either monthly or in full, seconded by Cllr Cook and agreed unanimously. It was also agreed that the Club provide a list of any items stored in the container and changing rooms.
- 102.3 To consider officially opening Roy Browns Garden and presenting a Freedom of the Village medal. (Confidential)

103. Finance & Governance

- 103.1 Cllrs noted the minutes of the Finance & Governance meeting held on the 7th July & 17th August 2026.
- 103.2 Cllr Glendinning proposed to adopt the following policies and procedures as recommended by the Finance and Governance Committee. This was seconded by Cllr Saunders with all in favour.
- KYC Diversity & Equal Opportunities Policy
 - KPC Persistent & Vexatious Complainants Policy
 - KPC Complaints Procedure & Form
- 103.3 Cllrs noted the External Auditor's Report and Certificate for 2025/26, which had been returned with no matters of concern requiring action by the Council. Cllr Glendinning proposed that a formal commendation be recorded for the Acting Parish Clerk in recognition of her work in successfully completing the audit process.

- 103.4 It was noted that the Youth Café had received a £750 grant from the East Suffolk Community Partnership towards the purchase of cooking equipment. As Chair of the East Suffolk Community Partnership, Cllr Green declared an interest and withdrew from the discussion and decision-making on this matter.

104. Planning & Highways

- 104.1 Cllrs noted the minutes of the Planning & Highways meeting held on the 30th June & 29th July 2026. The draft minutes of 27th August 2026 will be at the next meeting.
- 104.2 Members discussed the ongoing issue of meetings being inquorate and the resulting inability to conduct Council business. The Chair encouraged Cllrs to serve on at least two committees where possible. Suggestions to improve attendance included holding meetings in the evening to better accommodate members' availability and reducing the frequency of committee meetings to once per month.

105. Other Council Business

- 105.2 Cllrs noted a letter received from Citizens Advice Bureau thanking the council for a £1200 grant that was awarded.
- 105.3 Members considered options for addressing graffiti in the underpass, including engaging a graffiti artist to work with local young people in the village. Cllr Saunders proposed obtaining a quotation from the artist in the first instance. The proposal was seconded by Cllr Nicholls with all in favour.
- 105.4 Members considered revisiting the installation of a boardwalk on Kessingland beach. It was agreed to contact Southwold Town Council's Clerk to arrange a meeting and seek advice based on their experience. Members noted that funding would first be required for a feasibility study and identified potential grant opportunities, including the Suffolk Community Foundation and Sizewell C.
- 105.5 To consider a report of alleged inappropriate behaviour at the Church Road allotments and determine any further action required. (Confidential)
- 105.6 Members noted that there had been several acts of vandalism to Council property and considered what action may be required. Cllr McLean proposed that the item be moved into confidential session due to the sensitive nature of the matters to be discussed. The proposal was seconded by Cllr Glendinning and agreed unanimously.

106. Personnel

- 106.1 Cllrs noted the drafted minutes of the Personnel meeting held on the 6th July 2026.

Staffing matters

- 106.2 Members considered and adopted the National Joint Council (NJC) for Local Government Services Pay Agreement 2026, including the implementation of the revised pay scales and payment of any arrears due. Cllr Glendinning proposed that the revised pay scales be applied retrospectively from 1 April 2026, seconded by Cllr Saunders and agreed unanimously.
- 106.3 To consider a report concerning the verbal abuse of a member of staff by members of the public and any appropriate action arising from it (Confidential)
- 106.4 To consider matters relating to an ongoing staff issue and any associated legal expenditure (Confidential)

Cllr Saunders left the meeting at 8.33pm.

107. Other Matters

There were no matters in abeyance for the next meeting or noted anywhere else on the agenda.

108. Date of Next Meeting

Cllrs noted date of the next meeting will be held at 7pm on Wednesday 14th October 2026.

109. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be Friday 7th October 2026.

8.34pm Cllr Saunders returned to the meeting. Cllr Lever left the meeting.

110. Exclusion of the Press & Public

Cllr Green proposed to recommend that under Section 100A(4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act. Cllr Glendinning seconded with all in favour.

102.3 Members considered the official opening of Roy Browns Garden and the presentation of a Freedom of the Village Medal. It was noted that the garden was progressing well and nearing completion. Members agreed to arrange a further meeting to set a date for the opening event, subject to approval of funding for additional planting by the LCE Committee. It was also noted that the memorial rose would be planted at the same time.

105.5 Members considered a complaint regarding alleged inappropriate behaviour at the Church Road allotments. Cllr James proposed that a letter of advice on appropriate dress standards be included with the allotment renewal correspondence, and that Cllrs Nicholls and Buckingham would oversee allotment administration and management. This was seconded by Cllr McLean and agreed unanimously.

105.6 It was noted that several incidents of vandalism to Council property had been reported to Suffolk Constabulary via the online reporting system. The Police had subsequently contacted the Council and requested relevant CCTV footage and further information, which had been provided.

106.3 Members considered an incident involving verbal abuse towards a member of staff. It was resolved that the Council write to the Police regarding concerns about the response to the incident.

106.4 Members noted that there was no further update in relation to the confidential staffing matter.

111. Close of meeting

This meeting closed at 9.11pm.

