

KESSINGLAND PARISH COUNCIL



Councillors are summoned to attend a meeting of the
Kessingland Parish Council
At 7.00pm on Wednesday 14th October 2026
To be held in the Council Chamber, Marram Green

AGENDA

112. Chair's Welcome

To welcome and explain the meeting protocol.

113. Apologies for Absence

To receive and consider acceptance of any apologies for absence.

114. Declarations of Interest

To receive Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from Councillors on items on the Agenda and to note that there are no written requests for dispensations for Disclosable Pecuniary Interests.

115. Minutes of the Previous Meetings

To consider the accuracy and adopt the minutes of the meeting held on the 8th September 2026.

116. Reports

116.1 To receive a report from Suffolk County Council.

116.2 To receive a report from East Suffolk Council.

117. 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.

117.1 To receive comments from any members of the public.

118. Youth Café

118.1 To receive a presentation from the Youth Café.

119. Neighbourhood plan

- 119.1 To consider establishing a Neighbourhood Plan Steering Group to oversee the preparation and development of the Kessingland Neighbourhood Plan.
- 119.2 To appoint councillor representatives for the Neighbourhood Plan Steering Group.
- 119.3 To agree arrangements for inviting residents and representatives of community organisations to become members of the Steering Group.
- 119.4 To consider a draft of Terms of Reference for the Neighbourhood Plan Steering Group.

120. Leisure, Communications & Events

- 120.1 To note the drafted minutes of the LCE committee meeting held on 14th September 2026.
- 120.2 To revisit the Committee's previous recommendation that responsibility for organising community events be transferred to KSSC, with support from Cllrs on event days, and to consider whether this remains the preferred arrangement.
- 120.3 To consider officially opening Roy Browns Garden and presenting a Freedom of the Village medal. (Confidential)

121. Finance & Governance

- 121.1 To note the minutes of the Finance & Governance meeting held on the 8th September 2026.
- 121.2 To consider and adopt the following policies and procedures as recommended by the Finance and Governance Committee:
 - Dispositions Procedure & Guide/ Dispensation Request Form
 - Data Retention Policy
 - Standing Orders.

122. Planning & Highways

- 122.1 To note the minutes of the Planning & Highways meeting held on the 27th August 2026.
- 122.2 To note that a meeting will take place to discuss the '20c plenty' scheme on Friday 20th November with Jess Asato and others and appoint a KPC Highways Representative.
- 122.3 To consider holding a meeting with Badger Building to discuss planning application DC/23/4255/FUL.

123. Other Council Business

- 123.1 To review the proposed Dog Library in light of concerns regarding potential disease transmission between dogs and to decide any further action.
- 123.2 To review committee membership and appoint Cllrs Cathy Milton and Andy Buckingham to their preferred committees.
- 123.3 To consider the presentation of a commemorative shield to a member of the community in recognition of their contribution to Kessingland.
- 123.4 To note a meeting will take place in November with the Southwold Clerk to discuss progressing the boardwalk.
- 123.5 To receive an update regarding the graffiti in the underpass.

- 123.6 To note reports of unauthorised clearance of woodland off North Cliff and to consider what action, if any, the Council wishes to take.
- 123.7 To receive an update regarding reported incidents and concerns relating to Police responses, communication, and follow-up actions. (Confidential)

124. Personnel

- 124.1 No minutes to receive.
Staffing matters
- 124.2 To note that staff appraisals are underway and will be completed shortly. A report will be brought to the next full council meeting.
- 124.3 To consider matters relating to an ongoing staff issue and any associated legal expenditure if any is required to be made. (Confidential)

125. Other Matters

To discuss any matters in abeyance for the next meeting or not noted anywhere else on the agenda.

126. Date of Next Meeting

The date of the next meeting will be held at 7pm on Wednesday 11th November 2026.

127. Items for the next agenda

The last date for notifying the Clerk of items for the agenda will be Friday 30th October 2026.

128. Exclusion of the Press & Public

It is recommended 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.

- 120.3 To consider officially opening Roy Browns Garden and presenting a Freedom of the Village medal. (Confidential)
- 123.7 To receive an update regarding reported incidents and concerns relating to Police responses, communication, and follow-up actions. (Confidential)
- 124.3 To consider matters relating to an ongoing staff issue and any associated legal expenditure if any is required to be made. (Confidential)

129. Close of meeting

Agenda issued: 8th October 2026

Acting Clerk: *Shelley Hogg*