

**Minutes of the Ordinary Meeting of Exning Parish Council**

**held on Wednesday 21<sup>st</sup> March 2018 at 7.00pm at Exning Community Church Hall**

**PRESENT:** Parish Councillors T Wood (Chairman), R May (Vice Chair), R Bye, S Cole (Parish & District Cllr for Exning), J Gowing, H Hathaway, S McGuinness, R Stubbs. Also in attendance; C Whitaker (Clerk to Exning Parish Council). There were no members of the public in attendance.

**OPEN FORUM:** No members of the public were in attendance.

**Item 1.3/18: Chairman's welcome & to receive/approve Councillors' apologies for absence:** Chairman, Cllr T Wood, opened the meeting at 7.03pm. Apologies for absence were received & approved by the Chairman from Parish Cllr Burton & SCC Cllr Hood.

**Item 2.3/18: Report by County Councillor, Rachel Hood:** County Cllr Hood did not attend the meeting, but submitted the February 2018 SCC report which will be distributed to councillors via email.

CLERK

**Item 3.3/18: Report by District Councillor, Simon Cole:** District Cllr Cole attended the meeting & submitted a full report from the public area, which can be viewed online at the Parish Council website – [www.exning-pc.gov.uk](http://www.exning-pc.gov.uk). In addition he spoke about the Stepping Stones access path, pot-holes & changes in legislation regarding Neighbourhood Plans.

**Item 4.3/18: Declarations of Interest & Requests for Dispensation:** There were no new declarations or requests made.

**Item 5.3/18: To Agree & Sign the Minutes of the Ordinary Meeting of Exning Parish Council on Wednesday 28<sup>th</sup> February 2018, as a true record:** The minutes were signed by Chairman, Cllr T Wood, with no amendments (Proposed Cllr R Stubbs, seconded Parish Cllr S Cole, agreed by all present)

**FINANCE**

**Item 6.3/18: To receive the Current Financial Position from the Clerk:** The financial position as at 21/3/18 was reported as £87,877.40. Details of the YTD Receipts & Payments summary figures & Bank Reconciliation for February 2018 were provided for all councillors prior to the meeting.

**Item 7.3/18: To approve payments/receipts since last meeting, authorise cheques for signature & electronic payments for the current month & to confirm electronic payments for the previous month:** The March 2018 payments & receipts were scrutinised before the meeting & signed by two account signatories. (Proposed Cllr R May, seconded Cllr R Stubbs, agreed by all present) (Payment & Receipt Details for March listed under Appendix A). Cllr J Gowing confirmed the electronic payments for February 2018 as correct.

**ADMINISTRATION**

**Item 8.3/18: Cemetery Matters & to discuss issues arising:**

Two conifers in Old Cemetery will be felled early April. Laceys Lane Cemetery hedge will be levelled next week. Old Cemetery path quotes will be revisited following tree felling.

**Item 9.3/18: To receive an update from the Neighbourhood Plan Working Group:** Parish Cllr S Cole reported that the report on the consultation will be received in due course & the council should wait until then before any decision is made.

**Item 10.3/18: Other Administrative Matters**

a. **Chairman's report:** Informal discussion with Matt Hancock MP regarding village issues.  
b. **Clerk's report (including Correspondence):** Recent project update: Safety surfacing in the play area will commence around May. There will be a meeting with interested parties regarding the co-ordination of local events to commemorate Armistice 2018. Correspondence: **Chancery Park update:** Received. **West Suffolk Electoral Review:** Email acknowledgement that Exning will still be classed as a rural constituency. **Local Gvmt Ethical Standards:** Stakeholder consultation.

CLERK

c. **Section 137 requests:** No requests received.

d. **To discuss the Suffolk County Council Education Authority access pathway to Stepping Stones Pre-school:** The Parish Council understands that the contractors will be re-laying the path from the pre-school to the access track & will wait for clarification of the type of material being used before making any decision regarding the possible continuation of the pathway across the recreation ground. A letter will be sent to the relevant parties regarding the Oxford Street access track on health & safety grounds. (Proposed Cllr T Wood, seconded Cllr R Stubbs, agreed by all present)

CLERK

e. **To receive an Exning "In Bloom" update:** The April newsletter will run a front page article with entry form. Sponsorship will be sought from local garden centre & other funding will be investigated. Three areas of the village will be planted by the parish council – War Memorial, Burwell Road Village Sign, Ducks Lane/Church Street junction. (Proposed Cllr H Hathaway, seconded Cllr S McGuinness, agreed by all present)

CLERK /  
VILLAGE  
KEEPERS

**PLANNING**

**Item 11.3/18: Report from Planning Group – & to discuss issues arising:** A report was made as follows

by Cllr R Stubbs:-

**a Review of Responses to Planning Applications by Exning Parish Council**

- i. **4 Annes Close, Exning:** DC/18/0401/HH – (extension/conversion) – No objection by EPC
- ii. **Northend Lodge, Land NE of North End Rd, Exning:** DC/18/0404/FUL – *“Exning Parish Council wishes to object to the retrospective aspect & the lack of detail in the application. There are concerns that there is a possibility that this site could become a commercial enterprise in the future.”*

CLERK

**b Update of Planning Decisions by Forest Heath District Council Planning Office**

- i. **Chancery Park, Burwell Road, Exning:** DC/16/0597/VAR – variance to condition 17 of planning application F/2012/0552/OUT regarding highway improvements timescale relating specifically to the White Horse junction – decision pending.
- ii. **Site Saxon Close, Exning:** DC/17/2287/FUL – new development (1 dwelling & access) – Decision Pending by FHDC.
- iii. **161 Burwell Road, Exning:** DC/18/0092/HH – rear conservatory. Approved by FHDC.
- iv. **135 Burwell Road, Exning:** DC/18/0202/HH – rear extension. Approved by FHDC.
- iii. **Garden Cottage, Church Lane, Exning:** DC/18/0181/HH –extension/conversion. Decision Pending by FHDC.
- iv. **16 Beechwood Close, Exning:** DC/18/0264/HH – single storey rear extension. Decision Pending by FHDC.

**HIGHWAYS**

**Item 12.3/18: Report from Highways Group – & to discuss issues arising:** *Junction A142/Windmill Hill* – an acknowledgment of PC letter has been received. No further information as yet. *Chancery Park 5m land strip for existing Burwell Road residents* – is not progressing as was originally understood. *Oxford Street roadworks* – Anglian Water had been asked to return to repair unsatisfactory works to the footway outside the school. *New Road* – problems with parking on the junction with North End.

**Item 13.3/18: To discuss issues regarding Exning’s zebra crossings:** A report to council detailed issues at both crossings in the village. Illegal & dangerous parking on Oxford Street cannot be dealt with by the parish council. To address the issue of vehicles approaching the Church Street crossing from Cemetery Hill at high speed, a fixed mini-SID (Speed Indicator Device) will be purchased & funding for this will be investigated. (Proposed Cllr R Stubbs, seconded Cllr T Wood, agreed by all present)

CLERK

**Item 14.3/18: To receive an update regarding Lacey’s Lane & the heavy traffic problems:** After four months, a response has been received from SCC Highways indicating that the way forward with advice regarding traffic management is through our County Councillor. The Clerk stated that it was increasingly difficult to get to talk to officers at Suffolk County Councillor about village matters. SCC Rachel Hood will be contacted by letter regarding this & all other outstanding matters.

CLERK /  
CLLR  
WOOD

**RECREATION & ENVIRONMENT**

**Item 15.3/18: Report from the Recreation & Environment Group – & to discuss issues arising:** Nothing discussed.

The next Ordinary Meeting of the Parish Council will be on **Wednesday 25<sup>th</sup> April 2018** in the Exning Community Church Hall at 7.00pm.

The meeting closed at 8.15pm.

**Appendix A: March 2018 Payments & Receipts**

**MARCH 2018**

<b>Payments:</b>		<b>Receipts:</b>	
Screwfix Trade UK	£ 27.99		
Multisigns Ltd	£ 72.00		
Cartridge Save	£ 267.65		
E.ON	£ 67.24		
Admin Costs	£3,446.12		
	<b>£3,881.00</b>		<b>£ 0.00</b>