

Minutes of the Ordinary Meeting of Exning Parish Council

held on Wednesday 28th November 2018 at 7.00pm at Exning Community Church Hall

PRESENT: Parish Councillors T Wood (Chairman), R Bye, A Burton, S Cole (Parish & District Cllr for Exning) arrived 7.45pm, J Gowing, R May, S McGuinness, R Stubbs. Also in attendance; C Whitaker (Clerk to Exning Parish Council), County Cllr R Hood left at 7.20pm, Insp Mark Shipton & Sgt Ben Vann from the Newmarket Safer Neighbourhood Team left at 7.15pm. There was one member of the public in attendance throughout the public forum.

Address by the Newmarket Safer Neighbourhood Team: Inspector Shipton introduced Sgt Vann as the new team leader for the Exning and Newmarket and the whole of the Forest Heath area. Overall, local crime rate is slightly above Norfolk's, but below the national average. There has been a slight increase in the last six months. West Suffolk crime figures have been subject to a re-categorisation by the Home Office. Local villains are caught regularly; organised crime groups are harder to catch. If a 'crime in progress' is reported and a unit is available, it will be dispatched immediately. If no unit available, one will be dispatched as soon as possible. The chairman thanked Insp Shipton and Sgt Vann for their attendance; after which they left.

OPEN FORUM: No representation was made by members of the public.

Item 1.11/18: Chairman's welcome & to receive/approve Councillors' apologies for absence: Chairman, Cllr T Wood, opened the meeting at 7.15pm. District & Parish Cllr S Cole had given notification of delayed arrival due to attendance at a meeting of FHDC.

Item 2.11/18: To receive a report from Suffolk County Councillor, Rachel Hood: Cllr Hood's county report will be circulated to all members on receipt and will be posted on the parish council website. Cllr Hood reported that all SCC councillors are engaged in appropriate budget spending. She reported that St Martin's out of order streetlight is due for repair on 10/12/18. She was asked to assist with the still outstanding move of the telegraph pole on Windmill Hill to enable the White Horse junction improvements to be completed. Cllr Hood left the meeting.

Item 3.11/18: To receive a report from Forest Heath District Councillor, Simon Cole: Cllr Cole arrived at 7.45pm due to attendance at an earlier FHDC meeting. He gave his report at that time; this being agreed by council. "Burwell to Exning cycle path link: the project now has resource allocated and a strategy to deliver it (estimation of approx. 4 years), with County/District/Parish cross-border working." District Cllr Cole's district report will be posted on the parish council website.

Item 4.11/18: Declarations of Interest & Requests for Dispensation: No new declarations or dispensations were made or requested.

Item 5.11/18: To Agree & Sign the Minutes of the Ordinary Meeting of Exning Parish Council on Wednesday 24th October 2018, as a true record: The minutes were signed by Chairman, Cllr T Wood, without amendment. (proposed Cllr R Bye, seconded Cllr J Gowing, agreed by all present)

FINANCE

Item 6.11/18: To receive the Current Financial Position from the Clerk: The financial position as at 28/11/18 was reported as £99,953.40. Details of the YTD Receipts & Payments summary figures & Bank Reconciliation for October 2018 were provided for all councillors prior to the meeting.

Item 7.11/18: To approve payments/receipts since last meeting, authorise cheques for signature & electronic payments for the current month & confirm electronic payments for the previous month: The November 2018 non-confidential payments & receipts were scrutinised & signed by two account signatories (proposed Cllr R Bye, seconded Cllr R Stubbs, agreed by all present) (Payment & Receipt Details for November listed under Appendix A). Confidential payments for November 2018 were scrutinised & signed off by Chairman, Cllr T Wood. The electronic payments for October 2018 were confirmed against the bank statements by Cllr T Wood.

ADMINISTRATION

Item 8.11/18: Cemetery Matters & to discuss issues arising: 1) **Churchyard:** The churchyard path has been closed pending expert advice. 2) **Exning Cemeteries:** Lacey's Lane – 1 burial, 2 memorials / Exning Old Cemetery – 1 burial; 3 memorial stones have been laid down for safety.

a: **To receive quotes for grass treatment at Lacey's Lane Cemetery:** A quote by Urban Forestry will be accepted for this work; with the Lacey's Lane Ear-Marked Reserve being used in stages for payments as necessary. This is subject to clarification of type of grass seed being used. Signage and information will be put in place when necessary and the area will be fully fenced off when seeded. (proposed Cllr A Burton, seconded Cllr R Stubbs, agreed by all present)

b: **To discuss safety procedures regarding gravestones & trees:** Following notification of a legal precedent being set, a four-yearly tree safety service is now not sufficient. Trees in areas of public safety should be evaluated annually. Gravestones are inspected annually already by councillors. Documentation quantifying the parish council safety procedures regarding these matters will be drawn up.

CLERK

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DISTRICT CLLR S COLE ARRIVED & GAVE HIS REPORT AT 7.45PM: SEE ITEM 3.11/18

Item 9.11/18: To receive a report from the Neighbourhood Plan Working Group: Cllrs Burton & Cole will provide an article for the Exning News to assess the village interest for participation in a neighbourhood forum. A questionnaire will be formulated. (Proposed Cllr A Burton, seconded Cllr S McGuinness, votes for 6, abstentions 2). Cllr Cole to bring a draft questionnaire to the January parish council meeting.

CLLRS
BURTON
& COLE

Item 10.11/18: To discuss co-option of one council member: Council received notification via email from Cllr H Hathaway with immediate effect. Chairman, Cllr T Wood, offered a vote of thanks to Cllr Hathaway for her service to the parish council. The newsletter will include information regarding becoming a parish councillor.

CLERK

Item 11.11/18: To discuss the council website: There are issues with the website. Research will be carried out regarding a third party company to maintain the website.

CLLR T
WOOD /
CLERK

Item 12.11/18: Other Administrative Matters

a. **To receive the Chairman's report:** Cllr Wood reported that all the Remembrance events had a good result with Suffolk Remembers being well supported by the community. Thanks were offered to all parties involved.

b. **To receive the Clerk's Report (& receive Correspondence):** 1) **Update:** The village Christmas tree is installed. The replacement bench has been received for the bench damaged by contractors on the recreation ground. An update on the Armistice 100 events was given. An update was given on the December Exning Advent Windows community activity. The fixed Speed Indicator Device for Cemetery Hill is awaiting the electricity supply by the SCC Streetlighting Team. More consultation will be sought for a possible temporary Speed Indicator Device site on Burwell Road. A Parish Council Christmas Tree will be entered into the 4th Exning Christmas Tree Festival (Proposed Cllr T Wood, seconded Cllr R May, votes for 6, Abstentions 2). 2) **Correspondence:** CALA HOMES – Brickfields Paddocks proposed new development of 76 houses (concerns expressed for traffic impact for Exning village & the junction of Studlands Park Industrial Estate).

CLERK

c. **Section 137 requests:** An email from the Exning Parish Social Committee requesting funding for the community children's entertainment event running in conjunction with the Christmas Tree Festival was received. A grant of £100 will be made. (Proposed Cllr T Wood, seconded Cllr R May, votes for 6, abstentions 2).

CLERK

PLANNING

Item 13.11/18: Report from the Planning Working Group - & to discuss issues arising – A report was made as follows by Cllr R Stubbs

a. **Responses to Planning Applications by EPC:**

i. **Rose Hall, North End, Exning:** DC/18/2059/TCA – tree work in a conservation area – No objection by EPC

CLERK

ii. **25 Burwell Road, Exning:** DC/18/2232/TCA – tree work in a conservation area – No objection by EPC

iii. **15 Church Street, Exning (Rosery Hotel):** DC/18/2106/FUL – shipping container (following removal of timber storage shed) (retrospective) – *“Exning Parish Council objects to this application. This is a retrospective application; neighbours and local businesses have been and are still being inconvenienced by this container. The negative impact on the neighbouring properties is high and the overall appearance to an area that falls within Exning Conservation Area is unacceptable.”*

iv. **16 Beechwood Close, Exning:** DC/18/2262/TCA – tree work in a conservation area – No objection by EPC

b. **Update of Planning Decisions by FHDC:**

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 – awaiting completion of works

ii. **Brickfields Cottage, Cemetery Hill, Exning:** DC/18/0492/FUL (Change of use to Thoroughbred Racehorse Services & Stud, extension to existing ménage, installation of 8 lighting columns & new access) – awaiting decision by FHDC

iii. **2 Saxon Close, Exning:** DC/18/1705/PIP (permission in principle – 3 dwellings & access) – application refused by FHDC

iv. **Exning Primary School, Oxford Street, Exning:** DC/18/1938/TCA – No objection received by FHDC

v. **1 Burwell Road, Exning:** DC/18/1939/TCA – No objection received by FHDC

vi. **7 Beechwood Close, Exning:** DC/18/1937/TCA – No objection received by FHDC

vii. **1 Saxon Close, Exning:** DC/18/1943/TPO – Approved by FHDC

Item 14.11/18: To discuss Chancery Park, Phase 2: Early contact with the developers is essential with discussions well in advance. As a statutory consultee, the parish council will write directly to Persimmon Homes to request an update on road improvement works.

CLERK

Item 15.11/18: To discuss Hatchfield Farm Appeal (AP/14/0033/SOS – appeal on DC/13/0408/OUT): Exning Parish Council objected initially regarding the junction 37, A142, A14 issues. No further submission will be made.

HIGHWAYS

Item 16.11/18: Report from Highways Group – & to discuss issues arising: The following matters were reported. 1) **Potholes & roadworks:** pothole on Chapel Street at Alexander Stables, Anglian Water have carried out further repairs on Oxford Street, still no white lines on Cotton End.

Item 17.11/18: To discuss the Civil Parking Enforcement traffic restrictions in Exning: The traffic restrictions in the village have been checked and verified with FHDC in readiness for the introduction of CPE.

RECREATION & ENVIRONMENT

Item 18.11/18: Report from the Recreation & Environment Group – & to discuss issues arising: Cllr A Burton reported issues of fly tipping at North End Road & some other anti-social activity.

The next meeting of the Parish Council will be on Wednesday 28th January 2019 in the Exning Community Church Hall at 7.00pm. **THERE IS NO COUNCIL MEEING IN DECEMBER.**

The meeting closed at 8.50pm.

CLERK