

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

**held on Wednesday 23<sup>rd</sup> January 2019 at 7.00pm at Exning Community Church Hall**

**PRESENT:** Parish Councillors T Wood (Chairman), R Bye, A Burton, J Gowing, R May, S McGuinness, R Stubbs. Also in attendance; C Whitaker (Clerk to Exning Parish Council). There were two members of the public in attendance for part of the meeting.

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

**Item 1.1/19: Chairman's welcome & to receive/approve Councillors' apologies for absence:** Chairman, Cllr T Wood, opened the meeting at 7.00pm & wished everyone a Happy New Year. Apologies were received from Parish & District Cllr S Cole & County Cllr R Hood.

**Item 2.1/19: To receive a report from Suffolk County Councillor, Rachel Hood:** Cllr Hood was not present at the meeting. Cllr Hood's county report for December 2018 had been circulated.

**Item 3.1/19: To receive a report from Forest Heath District Councillor, Simon Cole:** District Cllr Cole was not present at the meeting. Cllr Cole's district report for January 2019 was circulated. Parking issues at Oxford Street/Chapel Street were discussed.

**Item 4.1/19: Declarations of Interest & Requests for Dispensation:** No new declarations or dispensations were made or requested.

**Item 5.1/19: To Agree & Sign the Minutes of the Ordinary Meeting of Exning Parish Council on Wednesday 28<sup>th</sup> November 2018, as a true record:** The minutes were signed by Chairman, Cllr T Wood, with the an amendment to Item 11.1/19,3 (proposed Cllr A Burton, seconded Cllr J Gowing, agreed by all present)

**FINANCE**

**Item 6.1/19: To receive the Current Financial Position from the Clerk:** The financial position as at 23/1/19 was reported as £76,306. Details of the YTD Receipts & Payments summary figures & Bank Reconciliation for December 2018 were provided for all councillors prior to the meeting.

**Item 7.1/19: 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 January 2019 non-confidential payments & receipts were scrutinised & signed by two account signatories (proposed Cllr R Stubbs, seconded Cllr R Bye, agreed by all present) (Payment & Receipt Details for January listed under Appendix A). Confidential payments for January 2019 were scrutinised & signed off by Chairman, Cllr T Wood. The electronic payments for December 2018 were confirmed against the bank statements by Cllr T Wood.

**ADMINISTRATION**

**Item 8.1/19: Cemetery Matters & to discuss issues arising:** 1) **Churchyard:** A second quote will be sought for the churchyard path. 2) **Lacey's Lane Cemetery:** Quotes for the installation of pathway infrastructure will be brought to the February agenda. Awaiting confirmation of the type of grass seed to be used for the reseeded. **Exning Cemeteries:** Lacey's Lane cemetery new graves requiring levelling works.

CLERK

VILLAGE  
KEEPERS

**Item 9.1/19: Other Administrative Matters**

a. **To receive the Chairman's report:** Cllr Wood reported that the Exning Advent Windows had been a good example of the parish council, church & community working together. Preparation for Exning Bloom will be made earlier this year. Proposals to look into the possibility of a community village fete; possibly in early September – stakeholders will be contacted. (Proposed Cllr T Wood, seconded Cllr R May, agreed by all present)

b. **To receive the Clerk's Report (& receive Correspondence):** 1) **Update:** Awaiting quote for website management services; it was agreed that the existing contractor has not been satisfactory & that the website should be put 'out of order' until the matter is resolved. Awaiting contractor to remove the village Christmas tree. There is a drop in session by the Environment Agency to inform regarding the Granta Support System to the village watercourse at the Exning Community Church Hall on 30/1/19, 2-7pm. The Clerk will attend Election Briefing at West Suffolk House on 11/2/19. 2) **Correspondence:** SCC – update regarding the proposed Burwell to Exning cycle path. RIVER RESIDENTS GROUP – petition regarding the state of the New River Green area of the watercourse. PARISH CLLR S COLE – information regarding Neighbourhood Plans. Election correspondence from a parishioner was received regarding co-option. Correspondence may be viewed by councillors on request to the Clerk.

c. **Section 137 requests:** Letters of thanks were received from Exning Beavers & the Parish community social committee. An application from the Friends of Exning School for funding for the school Christmas parties was received; an award of £300 was agreed. (Proposed Cllr R May, seconded Cllr R Stubbs, agreed by all present) There will be a review of Exning Parish Council's Section 137 funding policy. (Proposed Cllr R Stubbs, seconded Cllr A Burton, agreed by all present)

CLERK

**PLANNING**

**Item 10.1/19: 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. **1000 Guineas Services Exning A14 Eastbound:** DC/18/2347/FUL – retrospective application – extension to forecourt shop – no objection by EPC, approved by FHDC
- ii. **18 Oxford Street, Exning:** DC/18/2313/FUL – change of use of annexe to ad hoc short-term residential – no objection by EPC, approved by FHDC
- iii. **Garden Cottage, Church Lane, Exning:** DC/18/2572/TCA – tree work in a conservation area – no objection by EPC
- iv. **7 Shepherd Close, Exning:** DC/18/2527/HH – retrospective application – installation of soundproofing fencing – no objection by EPC
- v. **Orchard Farm, North End, Exning:** DC/18/2506/FUL – construction of riding arena & covered horse walker – no objection by EPC
- vi. **23 Oxford Street, Exning:** DC/19/0016/TCA – tree work in a conservation area – no objection by EPC
- vii. **41 Burwell Road, Exning:** DC/18/2569/HH – single storey extension & loft conversion – no objection by EPC
- viii. **Halfway House, Burwell Road, Exning:** DC/18/2392/FUL – demolition of existing dwelling; construction of 1 dwelling & new access – no objection by EPC. It is noted that the application makes reference to the proposed Burwell to Exning cycle path
- ix. **16 Beechwood Close, Exning:** DC/19/0064/TCA – tree work in a conservation area – no objection by EPC, no objections received by FHDC
- x. **29 Burwell Road, Exning:** DC/19/0028/HH – two storey rear extension – no objection by EPC

CLERK

**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. **Rose Hall, North End, Exning:** DC/18/2059/TCA – tree work in a conservation area – awaiting a decision by FHDC
- iv. **25 Burwell Road, Exning:** DC/18/2232/TCA – tree work in a conservation area – no objection received by FHDC
- v. **15 Church Street, Exning:** DC/18/2106/FUL – shipping container (following removal of timber storage shed) – refused by FHDC
- vi. **16 Beechwood Close, Exning:** DC/18/2262/TCA – tree work in a conservation area – no objections received by FHDC

The application by CARLA Homes for Brickfield Paddocks has been refused by FHDC.

The illuminated sign on Swan Lane Industrial Estate – enquiries will be made regarding planning permission.

Persimmon update: enquiries will be made regarding the unfinished works at White Horse junction.

Cllr T Wood:- Exning Parish Council should be putting pressure on the district council to enforce effectively.

Planning Enforcement will be put on the February agenda & enquiries will be made as to what the situation is on district enforcement; also who is on the enforcement team & who makes the decision.

CLERK

CLERK

CLERK

**HIGHWAYS**

**Item 11.1/19: Report from Highways Group – & to discuss issues arising:** The following matters were reported.

- 1) Potholes update was received.
- 2) Request for a litter bin to be installed at the Church Street bus stop opposite West Road.
- 3) **St Martin's Close – the new streetlight (0402) is not yet lit; cold calling & Neighbourhood Watch signage has been removed by the contractors. [These will be replaced using funds from the Exning Watch Scheme Ear-Marked Reserve. (Proposed by Cllr Gowing, seconded by Cllr May, agreed by all present)]**
- 4) Police have been active; reports of fines for parking at the zig-zags on Oxford Street & speeding on Windmill Hill.
- 5) The steps at Beechwood Close highway link: the area at the bottom will be paved & a risk assessment will be carried out to establish the safest way to achieve this.

CLERK

CLERK

**RECREATION & ENVIRONMENT**

**Item 12.1/19: Report from the Recreation & Environment Group – & to discuss issues arising:** Cllr A Burton reported that the Chancery Park sewage system had failed recently (this is the obligation of the contractor, district council & Anglian Water) & there are some parking issues; enquiries will be made regarding the possibility of installing double yellow lines. The village keepers will fill in the pothole on the track from Chapel Street to the recreation ground.

CLERK  
VILLAGE  
KEEPERS

The next meeting of the Parish Council will be on Wednesday 27<sup>th</sup> February 2019 in the Exning Community Church Hall at 7.00pm. The meeting closed at 8.25pm.

**APPENDIX A: January 2019 Payments & Receipts**

<b>Supplier / Payee</b>	<b>Nett</b>	<b>VAT</b>	<b>Gross</b>
Flagship Homes	£ 106.04	£ 21.20	£ 127.24
Wave (Anglian Water Business)	£ 42.85	£ -	£ 42.85
TT Logistics	£ 260.00	£ -	£ 260.00
Mead Construction(Cambridge) Ltd	£ 220.00	£ 44.00	£ 264.00
Vertas Group Ltd	£ 235.86	£ 47.17	£ 283.03
C Whitaker (purchases on behalf of EPC)	£ 64.89	£ 12.98	£ 77.87
	<b>£ 929.64</b>	<b>£ 125.35</b>	<b>£ 1,054.99</b>
<b>Purchaser / Payer</b>	<b>Nett</b>	<b>VAT</b>	<b>Gross</b>
	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>