

**Minutes of the Virtual Ordinary Meeting of Exning Parish Council  
held on Wednesday 24<sup>th</sup> June 2020 at 7.00pm via the Zoom Conferencing Platform  
The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority  
& Police & Crime Panel Meetings) (England & Wales) Regulations 2020**

**PRESENT:** Parish Councillors J Gowing, J London, E Needham, C Nilsen (from 7.15pm), G Robinson, R Stubbs (Vice Chair), T Wood (Chairman). Also in attendance; C Whitaker (Clerk to Exning Parish Council), SCC Cllr R Hood (departed 7.09pm), WSC Cllr S Cole (departed 7.15pm). There were no members of the public in attendance.

**OPEN FORUM:** Nothing raised.

**Item 1.6/20: Chairman's welcome & to receive/approve Councillors' apologies for absence:** Chairman, Cllr T Wood, opened the meeting at 7.04pm. Apologies were received from Cllrs V London & C Nilsen. However, Cllr C Nilsen did join the meeting at 7.15pm. [LGA 1972, sch12,p40]

**Item 2.6/20: Report by Suffolk County Councillor, Rachel Hood:** Cllr Hood attended the meeting. Her April & May county reports were received. Cllr Hood highlighted that recycling centres had reopened after COVID-19 closure & that 1,000 miles of roadworks had been completed in Suffolk during the lockdown. A serious review of the county's children's centres is underway by SCC cabinet: there will be no job losses & a new, improved & greater service will result. Briefing notes will be provided for council. [EPC Standing Order 24]

CLLR  
HOOD

**CLLR HOOD LEFT THE MEETING AT 7.09PM**

**Item 3.6/20: Report by West Suffolk District Councillor, Simon Cole:** Cllr Cole attended the meeting. He reported that the Overview & Scrutiny Committee (of which he is Vice Chair) will be meeting on 9/7/20 & will be discussing the COVID-19 related shortfall, which is a nationwide issue at this time. However, the level of the shortfall for WSC is beyond what would be expected (£1 million per month) & future service cuts will be inevitable over the next one to two years. This money has been spent on the statutory requirements for the COVID-19 response, as required by government. [EPC Standing Order 24]

**CLLR COLE LEFT THE MEETING AT 7.15PM**

**CLLR C NILSEN JOINED THE MEETING AT 7.15PM**

**Item 4.6/20: Declarations of Interest & Requests for Dispensation:** There were no new declarations or requests made. [Localism Act 2011,ss.31&33]

**Item 5.6/20: To Agree & Sign the Minutes of the Virtual Ordinary Meeting of Exning Parish Council on Wednesday 22<sup>nd</sup> April 2020 as a true record:** The minutes were approved and will be signed by Chairman, Cllr T Wood, at the next permitted face-to-face meeting. (proposed Cllr E Needham, seconded Cllr J Gowing, agreed by all present) [LGA 1972, Sch12,p41(4)]

**FINANCE**

**Item 6.6/20: To receive the Finance Report for April & May 2020 & Current Financial Position from the Clerk:** The Finance Reports for April & May 2020 were received. The financial position as at 24/6/20 was reported as £108,467.04. [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

**Item 7.6/20: To approve receipt & payment schedules for May & June 2020, authorise payments for the current month & confirm electronic payments for the previous months:** The non-confidential payment schedules for May & June 2020 were received & approved by council. (proposed Cllr T Wood, seconded Cllr E Needham, agreed by all present) The May & June 2020 non-confidential payments & receipts were scrutinised & approved electronically by two account signatories (Payment & Receipt Details for May & June 2020 listed under Appendix A). Confidential payments for May & June 2020 were scrutinised & approved electronically by Chairman, Cllr T Wood & Vice Chairman, Cllr R Stubbs. The electronic payments for April & May 2020 will be confirmed against the bank statements by Cllr T Wood at the next permitted face-to-face meeting. [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

**Item 8.6/20: To approve the redistribution of the Ear-Marked Reserve funds:** £9,700 underspend from 2019/20 budget will be allocated as recommended by the Clerk, with an amount included of £1,125 allocated to an EMR for Speed Indicator Device purchase. (see Item 16.6/20) (proposed Cllr T Wood, seconded Cllr R Stubbs, agreed by all present) [The Good Councillors Guide to Finance & Transparency 2017]

**Item 9.6/20: To receive the Bank Reconciliation for the Financial Year 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020:** The final bank reconciliation report was received by council.

**ADMINISTRATION**

**Item 10.6/20: To receive a report from Cllr J London regarding Assets of Community Value:** A verbal report was received by council. Cllr J London will provide further details for councillors & councillors will send Cllr London their thoughts of assets that could be considered before the July council meeting. [Localism Act 2011, Part 5, Chapter 3]

CLLR  
LONDON /  
ALL  
CLLRS

**Item 11.6/20: Other Administrative Matters**

- a. **To receive the Chairman's report:** Chairman, Cllr T Wood, proposed a vote of thanks for all the volunteers in the village during the COVID-19 situation. (proposed Cllr T Wood, seconded Cllr E Needham, agreed by all present)
- b. **To receive the Clerk's Report (& receive Correspondence):** The Clerk's 2019/2020 End of Year Report was received by council & is attached to these minutes under Appendix B. **UPDATE:** **ASB** – EPC has received complaints from residents regarding anti-social behaviour in the St Wendred's Way area: an email was sent to Newmarket Safer Neighbourhood Team & it is understood that this is being dealt with. **Accident** – a minor accident was reported on Ducks Lane between the council trailer & a parked vehicle: contact has been made with the owner of the vehicle. **CORRESPONDENCE:** **Streetlights** – A resident email regarding a lamp-post on Church

CLERK

Street which has been put out of action by SCC for some months: it is also noted that there is a lamp on Swan Lane which has been put out of action by SCC.

**i. Suffolk Says Thank You:** A county/district initiative to recognise the work of volunteers & agencies during the COVID-19 situation. The parish council will send a letter to the Exning Neighbours Volunteer Group; this will be posted onto the official 'Suffolk Says Thank You' website. (proposed Cllr T Wood, seconded Cllr R Stubbs, agreed by all present)

CLERK

*Copies of all correspondence are available from the Clerk; subject to GDPR & Privacy regulations.*

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

d. **To receive the Internal Audit report for the financial year 2019/20 by Suffolk Association of Local Councils (SALC) & the Clerk's response:** The report was received by council & included two recommendations as follows: 1) "As per Council's own Financial risk assessment, an annual review to be undertaken before time of the policy renewal – July 2019. A separate minute reference should be made." – this to be addressed under Item 11.6/20;g of these minutes. 2) "Reference was made to the Council's document retention policy [in the Data Protection Policy document], but not viewed by the internal auditor." – this to be addressed under Item 11.6/20;h of these minutes. [Accounts & Audit Regulations 2015 (SI 2015/234) reg5]

e. **To approve Section 1 of the Annual Governance & Accountability Return for 31<sup>st</sup> March 2020: Annual governance statement 2019/20:** The Annual Governance Statement 2019/20 was approved. (proposed Cllr C Nilsen, seconded Cllr T Wood, agreed by all present) [Accounts & Audit Regulations 2015 (SI 2015/234) reg6]

f. **To approve Section 2 of the Annual Governance & Accountability Return for 31<sup>st</sup> March 2020: Accounting statement 2019/20:** The Accounting Statement 2019/20 was approved. (proposed Cllr R Stubbs, seconded Cllr E Needham, agreed by all present) . [Accounts & Audit Regulations 2015 (SI 2015/234) reg9]

g. **To review the adequacy of the insurance policy for Exning Parish Council for 1 August 2020 – 31<sup>st</sup> July 2021:** The insurance policy details were provided to council. The Clerk informed council that the policy details & amounts of cover are in accordance with the parish council's requirements. Council approved the adequacy of the policy. (proposed Cllr T Wood, seconded Cllr G Robinson, agreed by all present) [EPC Financial Risk Assessment Policy]

h. **To approve the Exning Parish Council Retention of Documents Policy:** With the addition to include details of where the documents will be stored, the policy was approved & will be added to the website. (proposed Cllr J London, seconded Cllr G Gowing, agreed by all present) [EPC Data Protection Policy 2018]

CLERK

i. **To determine whether to hold an Annual Meeting of the Council before May 2021:** In line with the recent government legislation, the parish council decided not to hold an Annual Meeting for 2020/2021. (proposed Cllr E Needham, seconded Cllr J Gowing, agreed by all present) [The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020]

j. **To note information regarding the Annual Parish Meeting for Exning Parish 2020:** A legal briefing from NALC states that "The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Local Authority & Police & Crime Panel Meetings) (England & Wales) Regulations 2020 does not include parish meeting within its meaning. Therefore, the changes permitted do NOT apply to parish meetings [...] While we assume this must have been an oversight when the emergency legislation was drafted, it means there is no legal provision to postpone or hold remotely parish meetings, including the annual assemblies/parish meetings organised by councils each year. Nevertheless, current Government restrictions would not allow such meetings to go ahead in the normal manner, so the options are: wait until restrictions have been lifted, consider holding remotely, don't hold one at all this year. NALC Legal have commented that in the current situation it is highly unlikely such a decision would be successfully challenged." Exning Parish Council will not hold an Annual Parish Meeting for 2020/21. However, Facebook/website/noticeboard publicity will inform residents of this decision & invite questions/comments to be submitted by letter or email to the Clerk. (proposed Cllr T Wood, Cllr J London, agreed by all present)

CLERK

k. **To resolve to move the date of the July 2020 parish council meeting from 15<sup>th</sup> July to 22<sup>nd</sup> July:** The date change was approved. (proposed Cllr T Wood, seconded Cllr C Nilsen, agreed by all present)

l. **To discuss the council Facebook account:** Cllr J Gowing requested that all council achievements & information should be posted to the parish council FaceBook page. Cllr J London offered assistance. (proposed Cllr J Gowing, seconded Cllr J London, agreed by all present) [LGA 1971, s142]

CLERK

## PLANNING

**Item 12.6/20: Report from the Planning Working Group - & to discuss issues arising –** A report was made as follows by Cllr J London:- (proposed Cllr J London, seconded Cllr J Gowing, agreed by all present) [Town & Country Planning Act 1990, Sched. 1 para 8]

## JUNE 2020 REPORT (covering May & June 2020)

Agenda Item 12 a: RESPONSES TO PLANNING APPLICATIONS BY EPC

CLERK

DC/20/0605/HH	The Barn 17A Oxford Street Exning CB8 7EW <i>Householder application – single storey front extension</i>	EPC – NO OBJECTION WSC – GRANTED
DC/20/0664/TPO	The Lodge Cotton End Road Exning Suffolk CB8 7NA <i>Application to work on a tree under a Tree Preservation Order</i>	EPC – NO OBJECTION WSC – GRANTED
DC/20/0737/TCA	The Lodge Cotton End Road Exning Suffolk CB8 7NA <i>Tree work in a conservation area</i>	EPC – NO OBJECTION WSC – NO OBJECTIONS RECEIVED
DC/20/0716/TCA	12 Beechwood Close Exning Suffolk CB8 7EL <i>Tree work in a conservation area</i>	EPC – NO OBJECTION WSC – NO OBJECTIONS RECEIVED
DC/20/0733/TPO	The Lodge Cotton End Road Exning Suffolk CB8 7NA <i>Application to work on a tree under a Tree Preservation Order</i>	EPC – NO OBJECTION WSC – PENDING DECISION

DC/20/0832/HH	Maytrees, 21A Church Street Exning Suffolk CB8 7EH <i>Householder application – single storey rear extension</i>	EPC – NO OBJECTION WSC – PENDING DECISION
Agenda Item 12 b: RESPONSES TO PLANNING DECISIONS BY WSC		
DC/20/2493/TPO	Regal Lodge Swan Lane Exning Suffolk CB8 7EL <i>Application to work on a tree under a Tree Preservation Order TPO 029 (1959)</i>	EPC – NO OBJECTION WSC – GRANTED
DC/20/0208/TCA	2 Laceys Lane Exning CB8 7HL <i>Tree work in a conservation area</i>	EPC – NO OBJECTION WSC – NO OBJECTIONS RECEIVED
DC/20/0366/HH	The Mill House Cotton End Road Exning CB8 7NW Householder application – Single storey extension above existing garage	EPC – NO OBJECTION WSC – APPROVED
DC/20/0411/TCA	7 Glanely Gardens Exning CB8 7PA Tree work in a conservation area	EPC – NO OBJECTION WSC – NO OBJECTIONS RECEIVED
DC/20/0409/TCA	The Old Rectory Church Lane Exning CB8 7HF Tree work in a conservation area	EPC – NO OBJECTION WSC – NO OBJECTIONS RECEIVED
DC/20/0354/FUL	Rear of 20 Oxford Street Exning Full application – one dwelling	EPC – COMMENT (SEE DETAILS) WSC – REFUSED
DC/20/0421/HH	69 Burwell Road Exning CB8 7DU <i>Householder application – Conservatory part roof canopy to rear elevation</i>	EPC – NO OBJECTION WSC – APPROVED
DC/20/00463/TCA	Harraton Villa 32 Chapel Street Exning CB8 7HB <i>Tree work in a conservation area</i>	EPC – NO OBJECTION WSC – NO OBJECTIONS RECEIVED
DC/20/0450/FUL	Land adjacent to Garden Cottage Church Lane Exning <i>Full application – 1 dwelling with detached garage</i>	EPC – NO OBJECTION WSC – REFUSED
DC/20/0573/TCA	6-8 Church Street Exning CB8 7EH <i>Tree work in a conservation area</i>	EPC – NO OBJECTION WSC – NO OBJECTIONS RECEIVED
Agenda Item 12c: APPEALS		
AP/19/0055/STAND	Land adjacent to 7 The Highlands, Exning <i>1no. dwelling &amp; new access from The Highlands</i>	Appeal Date Start: 20/11/2019 Appeal Decision Date: 13/2/2020 WSC – APPEAL ALLOWED – APPLICATION APPROVED

**DC/20/0354/FUL: “Exning Parish Council would request that the turning area is retained, along with access down the side of the property for use by residents of other houses in that area.”**

It was noted that the parish council had not been informed of the result of Appeal Reference AP/19/0055/STAND & a letter to WSC Planning will be sent regarding this, copied to WSC Cllr Cole. (proposed Cllr T Wood, seconded Cllr J London, agreed by all present)

CLERK

**Item 13.6/20: To receive an update regarding Chancery Park matters:** In an email to the parish council, Persimmon Homes have agreed to provide a system for parishioners to request full plans by post in the event of no drop-in event for the Exning Draft Development Brief Consultation. More recently, a drop-in event may now be reconsidered following further easing of lockdown restrictions regarding community & church halls from 4<sup>th</sup> July 2020. The decision to allow this rests wholly with the committee of the Exning Community Church Hall. West Suffolk Council has re-stated that it would prefer a public drop-in event in the parish. A letter will be sent to Persimmon / West Suffolk Council requesting a caveat that, should a drop-in event be scheduled for the consultation, parishioners must still be informed & enabled to request full plans by post. This would be the only inclusive option for those who are shielding & self-isolating at this time. (proposed Cllr J London, seconded Cllr E Needham, agreed by all present) The parish council has requested a posted set of the plans & the Planning Working Group will form a draft opinion to set before full council at the July council meeting. **[Town & Country Planning Act 1990, Sched. 1 para 8]**

CLERK

PLANNING  
WORKING  
GROUP

#### HIGHWAYS

**Item 14.6/20: Report from Highways Group – & to discuss issues arising:** Cllr J Gowing reported that potholes in Suffolk & Cambridgeshire have been logged on the SCC online reporting tool.

**Item 15.6/20: To discuss the matter of requesting a Permanent Traffic Regulation Order for Chapel Street:** The parish council has been contacted verbally by the police regarding parking & access issues on Chapel Street, stating that they would support any proposal to install double yellow lines along the length of Chapel Street on one side. SCC Highways has indicated that this is not a priority for them & that any installation will require external funding. A letter will be sent to the police requesting written confirmation of their support for a permanent TRO in this area.

CLERK

**Item 16.6/20: To discuss the purchase of a third portable speed indicator device for the village:** As discussed at Item 8.6/20, £1,125 is set aside from Ear-Marked Reserves for this & SCC Cllr Hood will be approached to request further funding from her Locality Budget. [Public Health Act 1936, s.234]

CLL  
WOOD

**RECREATION & ENVIRONMENT**

**Item 17.6/20: Report from the Recreation & Environment Group – & to discuss issues arising:** Cllr R Stubbs reported that the basketball hoop has been removed after being damaged in the recreation ground. The Clerk reported numerous occurrences of the ties & chains being cut in the play area & mini-gym equipment during the lockdown. In line with government guidance, the play & mini-gym equipment will be put back in use from 4<sup>th</sup> July with signage installed. (proposed Cllr J Gowing, seconded Cllr E Needham, agreed by all present)

VILLAGE  
KEEPERS

**Item 18.6/20: To discuss environmental issues regarding the New River:** Recent reports of an increase in rat sightings in & around the New River area have been confirmed by a visit from an expert. Signage has been erected requesting that visitors do not leave excessive amounts of bread in the water. A recent report of damage to a tree by a WSC contractor during grass cutting will be passed to WSC Parks for comment.

CLERK

**Item 19.6/20: To resolve to exclude press & public under the Public Bodies (Admissions to Meetings) Act 1960: the public & press be excluded for the remainder of the meeting because of the likely disclosure of private & confidential information: (proposed Cllr T Wood, seconded Cllr E Needham, agreed by all present)** The press & public were excluded.

**Item 20.6/20: To discuss staffing matters:** A retrospective vote was taken to fill the Village Keeper post, which had been voted on by email due to the pandemic. (proposed Cllr J Gowing, seconded Cllr G Robinson, agreed by all present) It was agreed that the new Village Keeper will start on 1<sup>st</sup> July & be invited to briefly attend a future council meeting to be introduced to councillors. [LGA 1972, s.112]

**Item 21.6/20: Item requests for the next agenda:** To discuss the 30MPH zones in the parish. To consider Assets of Community Value. To consider a request for a permanent TRO in Chapel Street.

**Item 22.6/20: Date of next meeting:** The next Virtual Parish Council Meeting will be held on **Wednesday 22<sup>nd</sup> July 2020 at 7.00pm**; hosted via the Zoom conference platform. Should the current situation change, allowing face-to-face meetings to resume, the meeting may take place in Exning Community Church Hall if it is deemed inclusive & appropriate to do so.

**Chairman, Cllr T Wood, closed the meeting at 8.48pm.**

**APPENDIX A: May & June 2020 Non-Confidential Payments & Receipts**

Schedule of Non-Confidential Payments & Receipts to inform Full Council					
Date:	May-20				
Supplier / Payee	Nett	VAT	Gross	Description	POWER USED
Vertas Group Ltd	£ 255.09	£ 51.02	£ 306.11	Recreation Ground Grass Cutting Contract	Open Spaces Act 1906, ss.9&10
SLCC Enterprises Ltd	£ 99.00	£ 19.80	£ 118.80	Staff Training	LGA 1972, s.112
Anglian Water Business Ltd(Wave)	£ 3.93	£ -	£ 3.93	Lacey's Lane Cemetery Water Rates	LGA 1972, s.214
Newmarket Day Centre	£ 25.00	£ -	£ 25.00	Website Management Services	LGA 1972, s.142
Harmony Gardens	£ 80.00	£ -	£ 80.00	Churchyard Garden Planting	LGA 1972, s.215
SLCC Enterprises Ltd	£ 71.50	£ 0.80	£ 72.30	Clerk's Handbook 2019 publication	LGA 1972, s.112
Clerk Reimbursements	£ 219.00	£ 13.62	£ 232.62	Petrol, Website, software licence, printer consumables	LGA 1972, s.142, Open Spaces Act 1906, ss.9&10, LGA 1972, s.112
Suffolk Association of Local Councils	£ 280.00	£ 56.00	£ 336.00	Internal Auditor's Fee 2019/2020	Accounts & Audit Regulations 2015, reg.5
	<b>£ 1,033.52</b>	<b>£ 141.24</b>	<b>£ 1,174.76</b>		
Purchaser / Payer	Nett	VAT	Gross	Description	POWER USED
West Suffolk Council	£ 60,000.00	£ -	£ 60,000.00	Precept Payment 2020/2021 (100%)	LG Finance Act 1992
Southgate of Newmarket	£ 840.00	£ -	£ 840.00	Burial Fees	LGA 1972, s.214
	<b>£ 60,840.00</b>	<b>£ -</b>	<b>£ 60,840.00</b>		

Schedule of Non-Confidential Payments & Receipts to inform Full Council					
Date:	Jun-20				
Supplier / Payee	Nett	VAT	Gross	Description	POWER USED
Spring Cottage Landscaping Ltd	£ 410.00	£ -	£ 410.00	Grave Digging Fees	LGA 1972, s.214
Newmarket Day Centre	£ 25.00	£ -	£ 25.00	Website Management Services	LGA 1972, s.142
Harmony Gardens	£ 96.00	£ -	£ 96.00	Gardening Services; churchyard & memorial bed	LGA 1972, s.215, Open Spaces Act 1906, ss.9&10
TH Tree Surgery	£ 320.00	£ 64.00	£ 384.00	Removal of fallen tree in churchyard	LGA 1972, s.215
Zurich Municipal	£ 1,698.71	£ -	£ 1,698.71	Insurance premium 2020/21	LGA 1972, s.111
E.ON	£ 41.18	£ 2.06	£ 43.24	Electricity fees - Old Cemetery Chapel	LGA 1972, s.214
E.ON	£ 23.97	£ 1.20	£ 25.17	Electricity fees - Old Cemetery Store&Office	LGA 1972, s.214
Reimbursements for purchases of	£ 376.17	£ 70.33	£ 446.50	Health&SafetyProducts / Website / Horticultural / Tools / Postage / Stationery	Open Spaces Act 1906, ss.9&10, LGA 1972, s.142, LGA 1972, s.111
CW Kirk Lawnmowers Ltd	£ 285.26	£ 57.06	£ 342.32	Repairs to horticultural machinery	Open Spaces Act 1906, ss.9&10
CW Kirk Lawnmowers Ltd	£ 301.62	£ 60.32	£ 361.94	Purchase of Honda leaf blowing machine	Open Spaces Act 1906, ss.9&10
	<b>£ 3,577.91</b>	<b>£ 254.97</b>	<b>£ 3,832.88</b>		
Purchaser / Payer	Nett	VAT	Gross	Description	POWER USED
SD	£ 220.00	£ -	£ 220.00	Ashes interment fees	LGA 1972, s.214
Southgate of Newmarket	£ 485.00	£ -	£ 485.00	Burial fees	LGA 1972, s.214
BL	£ 25.00	£ 5.00	£ 30.00	Sale of Old Cemetery Chapel pews	LGA 1972, s.214
CG	£ 25.00	£ 5.00	£ 30.00	Sale of Old Cemetery Chapel pews	LGA 1972, s.214
	<b>£ 755.00</b>	<b>£ 10.00</b>	<b>£ 765.00</b>		

### **APPENDIX B: End of Year Clerk's Report 2019/2020**

We started the year in a sound financial position, with the required general reserve of £28,000 (being 50% of our current annual precept) & ear-marked reserve pots totalling £55,218.

Parish Council spending in this financial year is significantly less than in the previous one due to a decreased number of large projects being undertaken. On-going general spending throughout the year has been controlled & checked against the budget plan on a quarterly basis. There has been some overspend against some of the budget lines; mostly small-scale due to some unexpected costs – significantly the increase in the National Living Wage rate. However spending within each section is stable & the Parish Council has made use of its reserves to the value of £2,020.

£500 of grant assistance has been applied for & received during this financial year from the Locality Budget of our Suffolk County Councillor, Rachel Hood; this being for tarmacking the area at the base of the Beechwood Close steps onto Windmill Hill which had become hazardous.

After a previously high-spend 2018/19, 2019/20 was a 'budget-to-save' year to replenish ear-marked reserves, with £9,000 being reallocated into those reserves at the beginning of the 2020/21 financial year.

As this financial year drew to a close, the coronavirus pandemic hit the nation & the parish council complied fully with government advice & guidance regarding its staff & activities. In the first instance, all activities ceased & facilities such as the play equipment & book-share kiosk were put out of use. Grass cutting of the areas of parish council responsibility resumed after the first weeks of the lockdown, with council staff observing strict guidance regarding social distancing & hygiene.

**Savings** in this financial year have been made where possible, but unfortunately are small-scale: the Parish Council continues to source the best prices from its suppliers & contractors & to make full use of available grants.

**Future saving projections for 2020/21:** It is difficult to see how any noticeable savings can be made whilst the Parish Council faces on-going increases in general expenses. However, attempts to reduce costs & achieve the best deals wherever possible will continue with applications for relevant grants being made. At first assessment, the current pandemic is not expected to financially impact the council. However, it remains to be seen what future ramifications there may be for local councils over the next years & council will need to be mindful of this & practice caution around its spending decisions.

### **Projects in 2019/20:**

The Parish Council:

- Installed a fixed speed indicator device on Cemetery Hill
- Installed a third site for the portable speed indicator device on Burwell Road
- Carried out a survey of the trees in its areas of responsibility, with relevant remedial work
- Rotavated & seeded the Lacey's Lane Cemetery
- Installed two new litter bins in the children's play area
- Installed signage to deter wide & heavy vehicles using Lacey's Lane, Ducks Lane & Chapel Street
- Continued to develop the churchyard wildlife area & maintain the flowerbed at the war memorial
- Ran a successful second Exning Advent Windows event
- Provided a Christmas Tree for the village
- Supported the Exning Primary School's Eco-Club Group with a Section 137 grant to provide outdoor cushions for the outdoor learning area
- Supported the Friends of Exning School with a Section 137 grant to provide an Easter activity; this being replaced with Easter Treats for the children during the subsequent coronavirus lockdown
- Supported the Newmarket Day Centre with a Section 137 grant towards their costs during the coronavirus lockdown
- Supported the 'Exning Neighbours' volunteer group with practical help & advice regarding General Data Protection & Safeguarding to enable them to provide help to people who are isolating & shielding during the coronavirus lockdown
- Set up a Volunteer Shopping Scheme (in conjunction with Exning Neighbours) to assist the volunteers to provide safe cashless shopping assistance for people who are isolating & shielding during the coronavirus lockdown
- Set up a Facebook presence to engage with the community

### **Plans for projects in 2020/21**

The Parish Council plans to:

- Continue to support local organisations with small grants
- Hold 'Exning 'Bloom'
- Plan for a Village Fete for 2021
- Resurrect the village newsletter; previously due March 2020, but deferred due to the coronavirus lockdown
- Engage with the village regarding possible installation of young-teen equipment on the recreation ground
- Explore the possibility of a village community orchard
- Liaise with the local branch of the Royal British Legion regarding commemoration of 'VE/VJ Day 70' with tree planting in the cemeteries; this being deferred to 2021 due to the coronavirus pandemic

**Cathy Whitaker**  
**Clerk/RFO to Exning Parish Council**  
**31/3/2020**