

**NOTICE of  
ORDINARY Meeting of EXNING PARISH COUNCIL**  
on Wednesday 27<sup>th</sup> October 2021 at 7.00 pm at Exning Community Church Hall  
**AGENDA**

**OPEN FORUM:** *There will be an opportunity for members of the public to speak to the council before the meeting is opened by the Chairman. The forum will last no longer than 15 minutes in total; with each individual allowed a maximum of three minutes at the discretion of the Chairman. Members of the public may stay for the duration of the meeting, but may not participate unless invited to do so by the Chairman*

1. **Chairman's welcome & apologies for absence:**
  - a. To receive apologies
  - b. To approve apologies from members
2. **Councillor Reports:**
  - a. Suffolk County Councillor, Rachel Hood
  - b. West Suffolk District Councillor, Simon Cole
3. **Declarations of Interest:**
  - a. Councillors are invited to raise any declarations of interest concerning items on the agenda
  - b. To consider any requests for dispensation
4. **Minutes of the Annual Parish Council Meeting held on Wednesday 22<sup>nd</sup> September 2021:**
  - a. To consider & adopt the minutes as a true record of the proceedings
  - b. To consider any matters arising from the minutes which are not part of this agenda

**FINANCE**

5. **Finance Report:**
  - a. To receive the report for September 2021
  - b. To receive the Current Financial Position from the Clerk
  - c. To receive the Q2 Budget Report for 2021/22
6. **Submission of schedules of payments & receipts:**
  - a. To approve receipt & payment schedule for October 2021
  - b. Chairman to authorise payments for the current month
  - c. Chairman to confirm electronic payments for the previous month
7. **Bank Statements:** To confirm that the September 2021 bank statement balances & related bank reconciliations have been checked and approved by the Chairman
8. **Budget 2022/23:** To receive & discuss the draft budget for the financial year 1/4/22-31/3/23 in advance of approval at the November council meeting

**ADMINISTRATION**

9. **External Audit 2020/2021:** To receive & note the External Audit Report from PKF Littlejohn
10. **Other Administrative Matters:**
  - a. To receive the Chairman's report
  - b. To receive the Clerk's Report
  - c. To receive Correspondence
    - i. WSC Markets Review Group: To receive information regarding a Markets Review Survey
    - ii. Draft Police & Crime Plan 2022-2025: To receive the consultation information
  - d. To consider Section 137 requests
  - e. To receive the resolutions update for Q2, 2021/22
  - f. To review & approve the Working Group membership for Exning Parish Council
  - g. To receive a report regarding Remembrance Day Ceremony on Sunday 14<sup>th</sup> November 2021
  - h. To receive an update regarding the village Christmas Tree

**PLANNING**

11. **Report:** To receive the October 2021 report from the Planning Working Group & authorise any actions

a.	<b>Responses to Planning Applications by EPC:</b> Woodside, Windmill Hill, Exning: DC/21/1868/HH – householder application – front & side single storey extension
ii.	<b>Street Record, Beechwood Close, Exning: DC/21/1913/TPO</b> – application for tree work on a tree with a protection order
iii.	<b>3 Church Close, Exning: DC/21/2086/TCA</b> – application for tree work in a conservation area
b.	<b>Responses to Planning Applications by WSC:</b>
i.	<b>Chancery Park, Burwell Road, Exning: DC/16/0597/VAR</b> – variance to condition 17 of planning application F/2012/0552/OUT regarding highway improvements timescale relating specifically to the Chancery Park junctions
ii.	<b>Land South of Burwell Road, Exning: DC/21/0152/FUL</b> – Hybrid Planning Application A. Full planning for 205 dwellings, garages, new vehicular accesses, pedestrian/cycle accesses, landscaping and associated open space & B. Outline planning - early years education facility
iii.	<b>Land To The East of Breach Farm, Ness Road, Burwell, E. Cambs: DC/21/0968/FUL</b> – full application – solar farm w ancillary development & vehicular access
iv.	<b>Clinic Derby Cottage, Fordham Road, Exning: DC/21/1335/FUL</b> – full application – one treatment centre
v.	<b>Cairns, North End Road, Exning: DC/21/1593/HH</b> – householder application – conversion of existing outbuilding to annexe
vi.	<b>11 Oxford Street, Exning: DC/21/1525/FUL</b> – full application – additional floor & roof extension, installation of front wall
c.	<b>Parish Re-consultations on Planning Applications:</b>
	<b>Land to the East of Breach Farm, Burwell: DC/21/0968/FUL</b> - amended plans & additional information & Environmental Statement Addendum

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12. **Chancery Park:** To receive an update

**HIGHWAYS**

13. **Report:** To receive a report from the Highways Working Group & authorise any actions  
14. **Chapel Street:** To receive information regarding the Permanent Road Traffic Order

**RECREATION & ENVIRONMENT**

15. **Cemetery & Churchyard:** To receive a report regarding Cemetery & Churchyard matters & authorise any actions  
a. Lacey's Lane Cemetery:  
b. St Martin's Churchyard:  
c. Exning Road Old Cemetery:  
16. **Report:** To receive a report from the Recreation & Environment Working Group & authorise any actions  
17. **Flower Beds:** To consider maintenance of the war memorial flower bed and village planters  
18. **Queen's Green Canopy (QGP) 2022:** To discuss options for taking part in the tree-bilee initiative for the Platinum Jubilee  
19. **Jubilee Fete 2022:** To discuss a village fete for the Queen's Platinum Jubilee on the extended bank holiday weekend of 2<sup>nd</sup> – 5<sup>th</sup> June 2022

**CONFIDENTIAL (if required)**

20. **To resolve to exclude press & public under the Public Bodies (Admissions to Meetings) Act 1960:** the public and press to be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information  
21. **Staffing:** To discuss staffing matters & authorise any actions  
22. **Other Confidential Matters:** To discuss & authorise any actions  
23. **Agenda Items:** To note items for consideration at the next meeting (November 2021)  
24. **Date of the next meeting:** Wednesday 24<sup>th</sup> November 2021; 7pm at Exning Community Church Hall

Cathy Whitaker; Clerk to Exning Parish Council ... *CE Whitaker* ... Date: 21<sup>st</sup> October 2021