

**NOTICE of
ORDINARY Meeting of EXNING PARISH COUNCIL**
on Wednesday 16th February 2022 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 Ordinary Parish Council Meeting held on Wednesday 26th January 2022:**
 - 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 January 2022
 - b. To receive the Current Financial Position from the Clerk
6. **Submission of schedules of payments & receipts:**
 - a. To approve receipt & payment schedule for February 2022
 - b. Chairman to authorise payments & receipts for the current month
 - c. Chairman to confirm electronic payments for the previous month
7. **Bank Statements:** To confirm that the January 2022 bank statement balances & related bank reconciliations have been checked and approved by the Chairman

ADMINISTRATION

8. **Other Administrative Matters:**
 - a. To receive the Chairman's report
 - b. To receive the Clerk's Report
 - c. To receive Correspondence
 - d. To consider Section 137 requests
 - e. To receive a report from the Newsletter Working Group

PLANNING

9. **Report:** To receive the February 2022 report from the Planning Working Group & authorise any actions

a.	Responses to Planning Applications by EPC:
i.	Exning Tennis Club, Cotton End Road, Exning: DC/22/0132/TCA – application for tree work in a conservation area
b.	Responses to Planning Applications by WSC:
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 Chancery Park junctions
ii.	Clinic Derby Cottage, Fordham Road, Exning: DC/21/1335/FUL – full application – one treatment centre
iii.	The Gables, 21 Church Street, Exning: DC/21/2470/TCA – application for tree work in a conservation area
iv..	Driftend, The Drift, Exning: DC/21/2513/HH – householder application – two storey side extension

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

HIGHWAYS

11. **Report:** To receive a report from the Highways Working Group & authorise any actions
12. **Chapel Street:** To receive an update regarding the Permanent Road Traffic Order
13. **Weeds on the Highway:** To receive a quote for a contractor to spray footways & kerbsides within the Exning Conservation Area

RECREATION & ENVIRONMENT

14. **Cemetery & Churchyard:** To receive a report regarding Cemetery & Churchyard matters & authorise any actions
 - a. Lacey's Lane Cemetery:
 - b. Exning Road Old Cemetery:
 - c. St Martin's Churchyard:
15. **Report:** To receive a report from the Recreation & Environment Working Group & authorise any actions
16. **Jubilee Fete 2022:** To receive a report from the Jubilee Fete Working Group

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17. **Chancery Park:** To consider the installation of a Parish Council noticeboard in the area
18. **Agenda Items:** To note items for consideration at the next meeting (March 2022)
19. **Date of the next meeting:** Wednesday 23rd March 2022; 7pm at Exning Community Church Hall

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

Cathy Whitaker; Clerk to Exning Parish Council ...*CE Whitaker*... **Date:** 10th February 2022