

**NOTICE of  
ORDINARY Meeting of EXNING PARISH COUNCIL**  
on Wednesday 23<sup>rd</sup> March 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 Meetings held on Wednesday 26<sup>th</sup> January & Wednesday 16<sup>th</sup> February 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 & February 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 & March 2022
  - b. Chairman to authorise payments & receipts for the current month & February 2022
  - c. Chairman to confirm electronic payments for the previous months
7. **Bank Statements:** To confirm that the January & February 2022 bank statement balances & related bank reconciliations have been checked and approved by the Chairman

**ADMINISTRATION**

8. **Fire Engine Hut:** To receive options for the area of the Fire Engine Hut on Chapel Street
9. **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
  - f. To discuss the Annual Parish Meeting 2022
  - g. To review the Standing Orders for Exning Parish Council
  - h. To review the Financial Regulations for Exning Parish Council
  - i. To review the Financial Risk Assessment for Exning Parish Council
  - j. To review the effectiveness of Exning Parish Council's system of internal controls
  - k. To consider & approve the appointment of Internal Auditors for Exning Parish Council for 2021/2022
  - l. To approve the Direct Debit & Standing Order agreements for the financial year 2022/2023

**PLANNING**

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

<b>a.</b>	<b>Responses to Planning Applications by EPC:</b>
<b>i.</b>	<b>Exeter Stables, Church Street, Exning: DC/22/0348/FUL</b> – full application – storage barn & plant room
<b>ii.</b>	<b>George Gibson Close, Exning: DC/0396/TCA</b> – application for tree work in a conservation area
<b>iii.</b>	<b>Beech House, Fordham Road, Exning: DC/22/0369/FUL</b> – full application - continued use of specialised care facility (class C2) with ancillary staff accommodation, with associated carparking and landscaping
<b>iv.</b>	<b>6 Brookside, Exning: DC/22/0372/HH</b> – householder application – demolition of outhouse, one detached annexe
<b>b.</b>	<b>Responses to Planning Applications by WSC:</b>
<b>i.</b>	<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
<b>ii.</b>	<b>Driftend, The Drift, Exning: DC/21/2513/HH</b> – householder application – two storey side extension
<b>iii.</b>	<b>Exning Tennis Club, Cotton End Road, Exning: DC/22/0132/TCA</b> – application for tree work in a conservation area

11. **Chancery Park:** To receive an update
12. **Sunnica:** To receive an update regarding heavy traffic accessing site
13. **Neighbourhood Plan:** To discuss

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**HIGHWAYS**

14. **Report:** To receive a report from the Highways Working Group & authorise any actions
15. **Chapel Street:** To receive an update regarding the Permanent Road Traffic Order
16. **Overgrown vegetation:** To receive an update regarding overgrown vegetation on the highway
17. **EV Charging points:** To discuss access to charging points on North End Road
18. **Speeding:** To discuss speeding on Church Street
19. **Street Naming:** To approve street names for eight new roads on Chancery Park
20. **Street Lighting:** To receive a quote from SCC Streetlighting for LED upgrades to Parish Council-owned lights

**RECREATION & ENVIRONMENT**

21. **Cemetery & Churchyard:** To receive a report regarding Cemetery & Churchyard matters & authorise any actions
  - a. Lacey's Lane Cemetery:
  - b. Exning Road Old Cemetery: To receive quotes for wall repairs & tree surgery requirements.
  - c. St Martin's Churchyard:
22. **Report:** To receive a report from the Recreation & Environment Working Group & authorise any actions
23. **Jubilee Fete 2022:** To receive a report from the Jubilee Fete Working Group and approve the plans
24. **Recreation Ground:** To receive quotes for the installation of a goalpost
25. **Agenda Items:** To note items for consideration at the next meeting (April 2022)
26. **Date of the next meeting:** Wednesday 27<sup>th</sup> April; 7pm at Exning Community Church Hall

**CONFIDENTIAL (if required)**

27. **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
28. **Staffing:** To discuss staffing matters & authorise any actions
29. **Other Confidential Matters:** To discuss & authorise any actions

**Cathy Whitaker; Clerk to Exning Parish Council** ... *CE Whitaker* ... **Date:** 17<sup>th</sup> March 2022