

**Minutes of the ORDINARY Meeting of Exning Parish Council  
held on Wednesday 27<sup>th</sup> July 2022 at 7.00pm at Exning Community Church Hall**

**PRESENT:** Parish Councillors J Gowing, G Robinson, K Schosland, T Wood (Chairman).

Also in attendance; Suffolk County Councillor Rachel Hood & Cathy Whitaker (Clerk to Exning Parish Council).

**OPEN FORUM:** None.

**1.7/22: CHAIRMAN'S WELCOME & APOLOGIES FOR ABSENCE:** [LGA 1972, sch12,p40]

Chairman, Cllr T Wood, opened the meeting at 7.00pm.

- a. **To receive apologies:** Apologies received from Cllrs A Hall, D Kilsby-Steele, J London & C Nilsen.
- b. **To approve apologies from members:** Apologies submitted were approved.

**2.7/22: COUNCILLOR REPORTS:** [EPC Standing Order 24]

- a. **Suffolk County Councillor, Rachel Hood:** Cllr Hood spoke regarding SCC SEND (Special Education Needs & Disabilities) funding: there will be further funding for extra places in Phase 3. A member of the public had emailed the Clerk regarding lack of bus transport in the village after 6pm & at weekends: bus services are run by private companies.
- b. **West Suffolk Councillor, Simon Cole:** Cllr S Cole did not attend the meeting; no apologies or report received.

**3.7/22: DECLARATIONS OF INTEREST:** [Localism Act 2011,ss.31&33]

- a. **Councillors are invited to raise any declarations of interest concerning items on the agenda:** No declarations of interest were raised.
- b. **To Consider any Requests for Dispensation:** None received.

**4.7/22: MINUTES OF THE ORDINARY MEETING OF EXNING PARISH COUNCIL HELD ON 22<sup>nd</sup> June 2022:** [LGA 1972, Sch12,p41(4)]

- a. **To consider & adopt the minutes as a true record of the proceedings:** The minutes were approved, without amendment, & were signed by the Chairman.
- b. **To consider any matters arising from the minutes which are not on this agenda:** None.

**FINANCE**

**5.7/22: FINANCE REPORT:** [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

- a. **To receive the report for June 2022:** The finance report for June 2022 was received & noted.
- b. **To receive the Current Financial Position from the Clerk:** The financial position as at 27/7/22 was noted at £170,142,47.

**6.7/22: SUBMISSION OF SCHEDULES OF RECEIPTS & PAYMENTS:** [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

- a. **To approve receipt & payment schedule for July 2022:** The receipt & payment schedule for July 2022 was received & approved.
- b. **Chairman to authorise receipts & payments for the current month:** The July 2022 non-confidential payments & receipts were scrutinised & approved by Chairman, Cllr T Wood. (Payment & Receipt Lists for July 2022 included under Appendix A). Confidential payments for July 2022 were scrutinised & approved by Chairman, Cllr T Wood.
- c. **Chairman to confirm electronic payments for the previous months:** The electronic payments for June 2022 were confirmed against the bank statements by Chairman, Cllr T Wood.

**7.7/22: BANK STATEMENTS: To confirm that the June 2022 bank statement balances & related bank reconciliation have been scrutinised & approved:** [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

Chairman, Cllr T Wood, confirmed that the bank statements & bank reconciliation for June 2022 were in balance.

**ADMINISTRATION**

**8.7/22: ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN FOR 31<sup>st</sup> MARCH 2021/2022:**

- a. **To approve Section 1: Annual Governance Statement 2021/2022:** The Annual Governance Statement 2021/2022 was approved.
- b. **To approve Section 2: Accounting Statement 2021/2022:** The Accounting Statement 2021/2022 was approved.

**9.7/22: OTHER ADMINISTRATIVE MATTERS:**

- a. **To receive the Chairman's report:** No report made.
- b. **To receive the Clerk's Report:** The business at the Scout Hut has been reported to WSC as not having submitted a change of use. Insurance information regarding the vandalised gym equipment on the recreation ground is awaited.
- c. **To receive correspondence:** No correspondence. *Copies of all correspondence are available from the Clerk; subject to GDPR & Privacy regulations.*
- d. **To consider Section 137 requests:** [LGA 1972, s.137] An application was received from the Exning New River Association (ENRA) for improvement works to the stream at Duck's Lane. £750 grant was approved.
- e. **To receive a report from the Newsletter Working Group:** [LGA 1972, s.142] Workload was discussed. Chairman, Cllr T Wood, thanked Cllr Schosland for her past work on the Newsletter Working Group. An email will be sent to all contributors to the newsletter by the Clerk for submissions for the next issue.
- f. **To discuss a memorial plaque:** After consultation with a family, a memorial bench will be installed by the Parish Council on the recreation ground in memory of N Kelly, Village Keeper.

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**PLANNING**

**10.7/22: REPORT: To receive the July 2022 report from the Planning Working Group & authorise any actions:** [Town & Country Planning Act 1990, Sched. 1, para. 8]

A report for July 2022 was received & responses & decisions noted & approved.

CLERK

**Agenda Item 10a: RESPONSES TO PLANNING APPLICATIONS BY EPC**

|                |   |   |
|----------------|---|---|
| DC/22/1085/TPO | Woodside, Windmill Hill, Exning<br><i>Tree Protection Order application</i>   | EPC – NO OBJECTION<br>WSC – PENDING DECISION      |
| DC/22/1157/TPO | 3 Saxon Close, Exning<br><i>Tree Protection Order application</i>   | EPC – NO OBJECTION<br>WSC – PENDING DECISION      |
| DC/22/1161/TCA | Land between Church Street and A14, Exeter Stables,<br>Church Street, Exning<br><i>Application for tree work in a conservation area</i> | EPC – NO OBJECTION<br>WSC – PENDING CONSIDERATION |

**Agenda Item 10b: RESPONSES TO PLANNING DECISIONS BY WSC**

|                  |  |   |
|------------------|--|---|
| DC/22/0372/HH    | 6 Brookside, Exning<br><i>Householder Application – demolition of outhouse, one detached annexe</i>  | EPC – NO OBJECTION<br>WSC – PENDING DECISION                      |
| DC/22/0525/FUL   | Barn 50m south of Northmore Farmhouse, Northmore Stud, North End Road, Exning<br><i>Full Application – internal structural stabilising works to existing barn</i>  | EPC – NO OBJECTION<br>WSC – APPLICATION WITHDRAWN                 |
| DCON/21/0152/HYB | Land South of Burwell Road, Exning<br><i>Hybrid Application – discharge of conditions for materials, boundary treatments, landscape &amp; ecology &amp; open space management plans</i>  | EPC – <b>OBJECT : SEE SUMMARY</b><br>WSC – PENDING DECISION       |
| DC/22/0406/FUL   | Crook Lodge, 2 Shepherd Close, Exning<br><i>Full application – single storey side extension / boundary fence</i>   | EPC – NO OBJECTION<br>WSC – APPLICATION APPROVED                  |
| DC/22/0420/RM    | Hatchfield Farm, Fordham Road, Newmarket<br><i>Reserved Matters application – detail of two vehicle site accesses &amp; internal spine road</i>  | EPC – <b>COMMENT : SEE SUMMARY</b><br>WSC – PENDING CONSIDERATION |
| DC/22/0711/VAR   | Bungalow, Cemetery Hill, Exning, Newmarket<br><i>Variations of Conditions on application DC/20/2250/FUL</i>  | EPC – NO OBJECTION<br>WSC – PENDING DECISION                      |
| DC/22/0735/FUL   | Exeter Stables, Church Street, Exning<br><i>Full application - a. American barn; b. stable block of 22 horse boxes; c. stable block of 8 isolation bays and store; d. loading bays and muck bunker; e. two covered horse walkers</i> | EPC – <b>OBJECT : SEE SUMMARY</b><br>WSC – PENDING DECISION       |
| DC/22/0653/FUL   | Rossdales Equine Hospital & Diagnostic Centre, Cotton End, Exning<br><i>Full application - 8 floodlights to existing menage</i>  | EPC – NO OBJECTION<br>WSC – PENDING DECISION                      |
| DC/22/0669/HH    | The Lodge, Cotton End Road, Exning<br><i>Householder Application – boundary fence &amp; pergola over existing patio</i>  | EPC – NO OBJECTION<br>WSC – PENDING DECISION                      |

- **DCON/21/0152/HYB:** “Yet again there is non-compliance with planning conditions. The access was originally stated as a ‘field entrance’, then it was ‘only pedestrian access’, now it is ‘vehicular access’.”
- **DC/22/0420/RM:** “Concerns regarding the northern access to the development, which is approximately 100 yards from the Bury Road A14 exit slip road & 100 yards from the roundabout (Homebase/Burger King). This area is already severely congested; to put a junction at this point will only add to this congestion. What provision is there for j37 bridge traffic light improvements?”
- **DC/22/0735/FUL:** “Exning Parish Council would now like to object to this application on the grounds of traffic & highways. This replaces the Parish Council’s previous entry for this application following new information. The Parish Council understands that this area is to be used as an extension for accommodating horse during the horse sales in Newmarket and that, during these periods there will be excessive horse movements on a dangerous bend on Exning Road. Council suggests that further information is sought before any decision on this application regarding the exact use of this yard and the times of daily movements. The Parish Council also understands that work has commenced, despite no decision by West Suffolk planning office.”

**11.7/22: CHANCERY PARK: To receive an update:** [Town & Country Planning Act 1990, Sched. 1, para. 8] Chairman, Cllr T Wood, reported reluctance by Persimmon contacts to meet with the Parish Council and residents.

**12.7/22: JOCKEY CLUB ESTATES PROPOSAL: To receive an update:** ENRA held a site visit to the Seven Springs area & are liaising with Jockey Club Estates’ consultants regarding the protection of the area in the event of any development.

**13.7/22: SUNNICA: To receive an update:** Chairman, Cllr T Wood, gave an update regarding a recent briefing of the 'Say No To Sunnica' on 25/7/22. The examining process was scheduled for 26/7/22, but was adjourned until a later date. Exning Parish Council reconfirms its ongoing support and alignment with the case presented by the action group and the local residents it represents.

**HIGHWAYS**

**14.7/22: REPORT: To receive a report from the Highways Working Group regarding matters not on this agenda & authorise any actions:** Photos of the grass verge adjacent to the link from Beech Close to Church Street were supplied showing a muddy, slippery 'route of preference' that public are taking since the new crossing point was created at the double roundabout. Quotes for the installation of a new pathway link & safety barriers will be brought to the next meeting.

CLERK

**RECREATION & ENVIRONMENT**

**15.7/22: REPORT: To receive a report regarding Cemetery & Churchyard matters not on this agenda & authorise any actions:** [LGA1972, s.214&s.215]

- a. **Lacey's Lane Cemetery:** Nothing to report.
- b. **Exning Road Old Cemetery:** The flint wall works are on hold until a response from insurers is received.
- c. **St Martin's Churchyard:** Nothing to report.

**16.7/22: REPORT: To receive a report from the Recreation & Environment Group & authorise any actions:** No report.

**17.7/22: AGENDA ITEMS: To note items for consideration at the next meeting (September 2022):** Fete 2023.

**18.7/22: DATE OF THE NEXT MEETING:** The next Parish Council Meeting will be held on Wednesday 28<sup>th</sup> September at 7pm & will take place at the Exning Community Church Hall. **Please Note: there is no Parish Council Meeting in August.**

**19.7/22: CONFIDENTIAL MATTERS: 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:** Members of the public left & the meeting entered into the confidential section.

**20.7/22: STAFFING: To discuss staffing matters:** [LGA 1972, s.112]

Tribute was paid by members to the late N Kelly, Village Keeper, who is sorely missed. The post left vacant by his demise will now be publicised in Exning & the wider areas.

CLERK

**25.7/22: OTHER CONFIDENTIAL MATTERS: To discuss & authorise any actions:**

Not required.

Chairman, Cllr T Wood, closed the meeting at 8.45pm.

**APPENDIX A: July 2022 Non-Confidential Receipts & Payments**

**July 2022 Receipts & Payments**

| EXNING PARISH COUNCIL      |                          |            |                 |                  |                     |                                |                                |          |              |        |                 |               |                 |
|----------------------------|--------------------------|------------|-----------------|------------------|---------------------|--------------------------------|--------------------------------|----------|--------------|--------|-----------------|---------------|-----------------|
| RECEIPTS LIST              |                          |            |                 |                  |                     |                                |                                |          |              |        |                 |               |                 |
| Voucher                    | Code                     | Date       | Minute          | Bank             | Receipt No          | Description                    | Supplier                       | VAT Type | Net          | VAT    | Total           |               |                 |
|                            | Plot Purchase            | 01/07/2022 | LGA 1972, s214  | Barclays Current | T500                | Purchase of EROB               | VG                             | Z        | 316.00       | -      | 316.00          |               |                 |
|                            |                          |            |                 |                  |                     |                                |                                |          | <b>Total</b> |        | <b>316.00</b>   | <b>-</b>      | <b>316.00</b>   |
| 27 July 2022 (2022 - 2023) |                          |            |                 |                  |                     |                                |                                |          |              |        |                 |               |                 |
| EXNING PARISH COUNCIL      |                          |            |                 |                  |                     |                                |                                |          |              |        |                 |               |                 |
| PAYMENTS LIST              |                          |            |                 |                  |                     |                                |                                |          |              |        |                 |               |                 |
| Voucher                    | Code                     | Date       | Minute          | Bank             | Cheque No           | Description                    | Supplier                       | VAT Type | Net          | VAT    | Total           |               |                 |
| 246                        | Horticultural            | 01/07/2022 | Open Spaces Act | Barclays Current | DDR DEXN1001/246    | Storage                        | Flagship Homes                 | S        | 118.97       | 23.79  | 142.76          |               |                 |
| 247                        | Reimbursements           | 07/07/2022 | various         | Barclays Current | BACSREIMB04/247     | Reimbursements                 | C Whitaker                     | M        | 965.85       | 188.18 | 1,154.03        |               |                 |
| 248                        | Recreation Ground        | 07/07/2022 | Open Spaces Act | Barclays Current | BACS SIN091323/248  | Grass Cutting                  | Vertas Group Ltd               | S        | 285.55       | 57.11  | 342.66          |               |                 |
| 249                        | Burials                  | 07/07/2022 | LGA 1972, s214  | Barclays Current | BACS 3379/249       | Grave Digging                  | Spring Cottage Landscaping Ltd | E        | 420.00       | -      | 420.00          |               |                 |
| 250                        | Salaries, Pensions, HMRC | 08/07/2022 | Pensions Act    | Barclays Current | DDR WPP04/250       | Pension WPP                    | Standard Life                  | O        | 26.10        | -      | 26.10           |               |                 |
| 251                        | Computing                | 08/07/2022 | LGA 1972, s142  | Barclays Current | SO15JUL22/251       | Website Management             | Newmarket Day Centre           | E        | 25.00        | -      | 25.00           |               |                 |
| 252                        | Old Cemetery             | 21/07/2022 | LGA 1972, s214  | Barclays Current | DDR A-DC69F7A6/252  | Electricity - Cem Chapel       | E.ON                           | R        | 56.75        | 2.84   | 59.59           |               |                 |
| 253                        | Old Cemetery             | 21/07/2022 | LGA 1972, s214  | Barclays Current | DDR A-FB4ECE18/253  | Electricity - Cem Store & Shed | E.ON                           | R        | 37.03        | 1.85   | 38.88           |               |                 |
| 254                        | Fete costs               | 26/07/2022 | LGA 1972, s145  | Barclays Current | BACS SP22004096/254 | First Aid Cover                | St John's Ambulance            | S        | 327.00       | 65.40  | 392.40          |               |                 |
| 255                        | Newsletter               | 26/07/2022 | LGA 1972, s142  | Barclays Current | BACS I521732/255    | Newsletter                     | Newprint Ltd                   | Z        | 405.00       | -      | 405.00          |               |                 |
| 256                        | Churchyard               | 26/07/2022 | LGA 1972, s215  | Barclays Current | BACS 202202/256     | Wildlife gardening             | Harmony Gardens                | E        | 48.00        | -      | 48.00           |               |                 |
| 257                        | Reimbursements           | 27/07/2022 | various         | Barclays Current | BACSREIMB04/257     | Reimbursements                 | C Whitaker                     | M        | 405.30       | 6.06   | 411.36          |               |                 |
| 258                        | Salaries, Pensions, HMRC | 27/07/2022 | LGA 1972, s112  | Barclays Current | BACS?704/258        | Net Salaries                   | EPC Staff                      | O        | 2,376.18     | -      | 2,376.18        |               |                 |
|                            |                          |            |                 |                  |                     |                                |                                |          | <b>Total</b> |        | <b>5,496.73</b> | <b>345.23</b> | <b>5,841.96</b> |