

**MINUTES of the ORDINARY Meeting of Exning Parish Council
held on Wednesday 22nd April 2026 at 7.00pm at Exning Community Church Hall**

PRESENT: Parish Councillors L Morgan (Chair), B Grzech, A Hall, C Ireland, J London, K Schosland, A Zitoun. Also in attendance: PCs N Chapman and Katy Lyon (Community Policing Team), S Mayes (EPC Village Keeper). No members of public.

Cllr K Schosland was the minute taker for this meeting.

PUBLIC FORUM: No members of the public in attendance.

1.04/26: CHAIR'S WELCOME and APOLOGIES FOR ABSENCE: [LGA 1972, sch12, p40]

- a. **To receive apologies:** Cllr L Morgan opened the meeting at 7.00pm. Apologies received from Cllrs Cizevsky and London. SCC Cllr Hood had also sent apologies.
- b. **To approve apologies from members:** Apologies for Exning Parish Councillors were approved. (CI/BG)

2.04/26: COMMUNITY POLICING TEAM REPORT: To receive report from the Community Policing Team (CPT): [EPC Standing Order 24]. PC Chapman introduced a new member of the CP Team, Katy Lyon. 49 recorded crimes, 35 community engagements, 67 patrols. 29% decrease in violent crimes, 25% increase in drug crimes. Crimes included hate crimes, antisocial behaviour, sexual imagery, retail crime (shoplifting). Speeding offences is up, due to an increased volume of patrols.

3.04/26: COUNCILLOR REPORTS: [EPC Standing Order 24]

- a. **Suffolk County Councillor, Rachel Hood** – Cllr Hood did not attend the meeting. A County report had been circulated.
- b. **West Suffolk Councillor, Jon London** – Cllr London did not attend the meeting and did not submit a report.

4.04/26: DECLARATIONS OF INTEREST: [Localism Act 2011, ss.31and33]

- a. **Councillors are invited to raise any declarations of interest concerning items on the agenda:** Cllr Morgan declared an 'other' interest in item 14a,ii.
- b. **To Consider any Requests for Dispensation:** None received.

5.04/26: MINUTES OF THE ORDINARY MEETING OF EXNING PARISH COUNCIL HELD ON 25th MARCH 2026: [LGA 1972, Sch12, p41(4)]

- a. **To consider and adopt the minutes as a true record of the proceedings:** The minutes were approved, with no amendments, and were signed by the Chair. (BG/CI)
- b. **To consider any matters arising from the minutes which are not on this agenda:** None.

FINANCE and ADMINISTRATION

6.04/26: FINANCE REPORT: [Accounts and Audit Regulations 2015 (SI 2015/234), reg3]

- a. **To receive the report for March 2026:** The finance report for March 2026 was noted.
- b. **To receive the Current Financial Position from the Clerk:** The financial position was reported as £157,107.00 at 22/4/26.

7.04/26: SUBMISSION OF SCHEDULES OF RECEIPTS and PAYMENTS: [Accounts and Audit Regulations 2015 (SI 2015/234), reg3]

- a. **Approval of receipt and payment schedules for April 2026:** The receipt and payment schedules for April 2026 were approved and are appended to these minutes under Appendix A. (LM/KS)
- b. **Authorisation of receipts and payments for the current month:** The April 2026 confidential and non-confidential payments and receipts were scrutinised and authorised by Cllr Schosland.
- c. **Confirmation of electronic payments for the previous month:** The electronic payments for March 2026 were confirmed against the bank statements by Cllr Schosland.

8.04/26: BANK STATEMENTS: Confirmation that the March 2026 bank statement balances and related bank reconciliation have been scrutinised and approved: [Accounts and Audit Regulations 2015 (SI 2015/234), reg3]. The bank statements and bank reconciliations for March 2026 were confirmed as being in balance by Cllr Schosland.

9.04/26: BUDGET 2025/2026: [EPC Standing Order 16d]

- a. **To receive the final end of year outcome for the budget for the financial year 2025/2026:** The report was noted.
- b. **To approve the end of year transfers to ear-marked reserves:** £19,000 budget surplus will be transferred to the Play Area Equipment Ear-marked reserve, as recommended by the Clerk. (AH/LM)

10.04/26: EXTERNAL AUDIT: To receive the external audit report for the financial year 2024/2025: [Accounts & Audit Regulations 2015 (SI 2015/234) reg5] The report from external auditors, PKF Littlejohn LLP, was received and noted.

11.04/26: YOUTH PARISH COUNCIL: To discuss and consider youth involvement in the Parish Council: This item was deferred to the next agenda.

12.04/26: LOCAL COUNCIL REORGANISATION: To discuss the recent government decision for three

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councils: The decision has been announced. There will be no immediate effect on the operations of this Parish Council.

13.04/26: OTHER ADMINISTRATIVE MATTERS:

- a. **To receive the Chair's Report:** A resident from Chapel Street has complained regarding a forklift truck being driven on the road, but it is understood that no law is being broken. The matter of the playground refurbishment was discussed and whether the original quote is still valid. Now that the EMR has been increased, can we start to move forward?
- b. **To receive the Clerk's Report:** The Clerk was not present at this meeting and submitted no report.
- c. **To receive the Village Keeper's Report:** The Village Keeper reported that the wildflower area in the churchyard has been cut back and the front bed in the churchyard had been filled with flowers by a church member. A discussion regarding a long-term lease of a council vehicle – particularly regarding a possible electric vehicle. A bench has been situated on the council-leased recreation ground by the Wheatsheaf pub – they will be asked to remove this.
- d. **To receive Correspondence:** None. *Copies of correspondence received may be requested from the Clerk.*
- e. **To consider Section 137 requests:** [LGA1972, s.137]. No applications received.
- f. **To receive a report from the Media Working Group:** [LGA1972, s.142] There is limited access to the source code and a job list for FLOK will be created. Instagram was discussed. Advertising was discussed – a report will be submitted on the next agenda and included in the newsletter.

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PLANNING

14.04/26: REPORT: To receive and authorise the April 2026 report from the Planning Working Group: [Town and Country Planning Act 1990, Sched. 1, para. 8] The planning report was received and approved. (BG/AZ)

Agenda Item 14a: RESPONSES TO PLANNING APPLICATIONS BY EPC

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DC/26/0504/TCA	11 New River Green, Exning <i>Application for tree work in a conservation area</i>	EPC – NO OBJECTION WSC – PENDING CONSIDERATION
DC/26/0285/TCA	Sunningdale, Windmill Hill, Exning <i>Application for tree work in a conservation area</i>	EPC – NO OBJECTION WSC – PENDING CONSIDERATION

Agenda Item 14b: RESPONSES TO PLANNING DECISIONS BY WSC

DC/26/0115/HH	27 Oxford Street, Exning Householder Application – extension to front porch; 2-storey rear extension	EPC – NO OBJECTION WSC – APPLICATION APPROVED
DC/26/0105/TPO	Regal Lodge, Swan Lane, Exning Application for work on a tree with a protection order	EPC – NO OBJECTION WSC – APPLICATION APPROVED
DC/26/0274/HH	3 King's Court, Oxford Street, Exning Householder Application – extension to front porch; single storey rear extension	EPC – NO OBJECTION WSC – PENDING CONSIDERATION
DC/26/0285/HH	6 Brookside, Exning Householder Application – one detached annexe	EPC – NO OBJECTION WSC – PENDING CONSIDERATION
DC/26/0348/TCA	19 Beechwood Close, Exning Application for tree works in a conservation area	EPC – NO OBJECTION WSC – NO OBJECTIONS MADE
DC/26/01984/FUL	Phase 2B, Chancery Park, land south of Burwell Road, Exning 17 dwellings, associated access, garaging and ancillary works	EPC – OBJECTION, WITH CONDITIONS WSC – PENDING CONSIDERATION
DC/26/0388/HH	73 St Wendred's Way, Exning Householder Application – ramped access with handrail	EPC – NO OBJECTION WSC – PENDING DECISION

15.04/26: CHANCERY PARK: [Town and Country Planning Act 1990, Sched. 1, para. 8]

- a. **To receive an update regarding the Phase 1 adoption:** No update.
- b. **To receive an update regarding a proposed footpath link between Exning Recreation Ground and Chancery Park:** No update.
- c. **To discuss any other Chancery Park matters:** Cllr Zitoun researching the maintenance agreement. No further discussions online regarding the Pre-School at this time.

PUBLIC REALM

16.04/26: REPORT: To receive a report from the Public Realm Working Group regarding matters not on

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this agenda for discussion only: Puddle next to the fish and chip shop on Oxford Street. Cllr Hall to report to Anglian Water.

17.04/26: CEMETERY AND CHURCHYARD: To receive a report and authorise actions regarding Cemetery and Churchyard matters: [LGA 1972, ss 214-215].

- a. **Lacey's Lane Cemetery:** the nearby dog waste bin (West Suffolk Council owned) was discussed. Could this be relocated?
- b. **Exning Road Old Cemetery:** Progress regarding the wall was discussed. Discussion regarding the gates being closed at times now that the cottage is unoccupied.
- c. **St Martin's Churchyard:** None.

18.03.26: EVENTS: To receive updates and discuss the following events: [LGA 1972, s145]

- a. **Village Fete 2026** – 25/7/2026. A local photographer will be asked to take photos.
- b. **Christmas Tree Light Switch-on** – 29/11/2026.
- c. **Action Day for new forest path (Chancery Park/Recreation Ground)** – date tbc.

19.04/26: ENVIRONMENTAL MATTERS: To receive any updates: Free trees may be available and will be discussed on the May agenda. The Wheatsheaf is putting on a litter pick/tidy event.

19.04/26: AGENDA ITEMS: To note additional items for consideration at the next meeting (May 2026): Trees.

20.04/26: DATE OF THE NEXT MEETING: The next Parish Council Meeting will be held on Wednesday 13th April 2026 and will be the ANNUAL MEETING of the Parish Council; 7pm in the Exning Community Church Hall. This will be preceded by the Annual Meeting of the Parishioners of Exning at 6.30pm.

21.04/26: CONFIDENTIAL MATTERS: To resolve to exclude press and public under the Public Bodies (Admissions to Meetings) Act 1960: the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information: No confidential section required.

22.04/26: STAFFING: To discuss staffing matters: [LGA 1972, s.112] Not applicable.

23.04/26: OTHER CONFIDENTIAL MATTERS: To discuss and authorise any actions: Not applicable.

Chair, Cllr L Morgan, closed the meeting at 9.00pm.

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APPENDIX A: RECEIPT AND PAYMENT SCHEDULES FOR APRIL 2026

RECEIPTS LIST - APRIL 2026 - NON-CONFIDENTIAL RECEIPTS		
Supplier	Description	Gross Amount
CCLA	PSDF reinvestment on investment	£332.80
West Suffolk Council	REPF grant for play area equipment	£2,198.00
HMRC	Q4 (25/26) VAT refund	£905.83
DC	Ashes interment fees	£305.00
		£3,741.63
PAYMENTS LIST - APRIL 2026 - NON-CONFIDENTIAL PAYMENTS		
Supplier	Description	Gross Amount
Flagship Homes	Storage	£179.76
E.ON	Electricity Bill	£46.34
E.ON	Electricity Bill	£45.28
Suffolk Association of Local Councils	Annual Subscription	£826.11
PKF Littlejohn LLP	External Audit fee	£1,608.00
West Suffolk Council	Annual Trade Waste removal service	£570.70
Petty Cash	Various miscellaneous items	£97.24
West Suffolk Council	Annual Dog Waste removal service	£1,045.20
West Suffolk Council	Annual Trade Waste removal service	£124.80
West Suffolk Council	Annual Trade Waste removal service	£570.70
Mead Construction	Removal of concrete posts on rec ground	£900.00
West Suffolk Council	National Non-Domestic Rates - FE Hut	£246.26
UK Fuels Ltd	Fuel for van/mowing	£46.39
J.Jones	Grave Digging fees	£380.00
Northgate	Van hire	£1,248.13
West Suffolk Council	Annual Trade Waste removal service	£249.60
West Suffolk Council	National Non-Domestic Rates - New Cem	£618.80
Vertas Group Ltd	Grass cutting on recreation ground	£496.57
Ben Burgess	General Equipment	£54.00
		£9,353.88