

**NOTICE of the
ORDINARY Meeting of EXNING PARISH COUNCIL
on Wednesday 23rd July 2025 at 7.00pm 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 Chair. 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 Chair. Members of the public may stay for the duration of the meeting, but may not participate unless invited to do so by the Chair*

1. **Chair's welcome & apologies for absence:**
 - a. To receive apologies
 - b. To approve apologies from members
2. **Community Policing Team Report:** To receive report from the Community Policing Team (CPT)
3. **Councillor Reports:**
 - a. Suffolk County Councillor, Rachel Hood
 - b. West Suffolk District Councillor, Jon London
4. **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
5. **Minutes of the Annual Parish Council Meeting held on Wednesday 25th June 2025:**
 - 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 & ADMINISTRATION

6. **Finance Report:**
 - a. To receive the report for June 2025
 - b. To receive the Current Financial Position from the Clerk
7. **Submission of schedules of payments & receipts:**
 - a. To approve receipt & payment schedule for July 2025
 - b. Confirmation that authorisation of payments & receipts for the current month has been completed
 - c. Confirmation that electronic payments for the previous month have been scrutinised
8. **Bank Statements:** Confirmation that the June 2025 bank statement balances & related bank reconciliations have been checked & approved
9. **EPC Strategy:** To receive an update from the Councillor workshop, held on 26th March 2025
10. **Council Membership:**
 - a. To receive applications for candidates for co-option and make a vote if necessary
11. **Volunteers:** To discuss and recognise the role of volunteers within the parish
12. **Other Administrative Matters:**
 - a. To receive the Chair's report
 - b. To receive the Clerk's report
 - c. To receive the Village Keeper's report
 - d. To receive Correspondence
 - e. To consider Section 137 requests
 - f. To receive a report from the Media Working Group
 - g. To receive and approve dates and times of council meetings (May 2025 – May 2026)
 - h. To approve the date of the 2026 Annual Parish Meeting

PLANNING

13. **Report:** To receive & authorise the July 2025 report from the Planning Working Group
 - a. **Responses to Planning Applications by EPC:**
 - i. **Queen Alexandra Stables, 2 Chapel Street, Exning: DC/25/1064/TCA** – application for tree work in a conservation area
 - ii. **Leveretts, Windmill Hill, Exning: DC/25/1055/TPO** – application to fell a tree with a Tree Preservation Order
 - iii. **Sunningdale, Windmill Hill, Exning: DC/25/1038/HH** – householder application – fenestration/door changes and single storey rear extension with demolition of existing conservatory
 - iv. **1 Swan Grove, Exning: DC/25/1034/TCA** – application for tree work in a conservation area

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b. Responses to Planning Applications by WSC:

- i. **Unit 8, Swan Lane Business Park, Swan Lane, Exning: DC/24/0450/FUL** – full application - Change of use from Offices to Flexible offices/public worship with associated works/infrastructure
- ii. **Land Rear of 153 to 161 Burwell Road, Exning: DC/24/1295/FUL** – full application – construction of a small storage unit with associated hardstand
- iii. **Shangri La, 3 The Highlands, Exning: DC/25/0310/FUL** – full application – one bungalow
- iv. **Harraton Square, Church Lane, Exning: DC/25/0749/HH** – householder application – fenestration and chimney alterations in a conservation area
- v. **Newlands, Windmill Hill, Exning: DC/25/0845/HH** – householder application – single storey rear ext
- vi. **Summer House, 6C The Highlands, Exning: DC/25/0822/HH** – householder application – a. 1.5 storey link extension from dwelling to garage, b. additional fenestration to create habitable space
- vii. **Rhone House, Windmill Hill, Exning: DC/25/0871/TPO**: application to fell a tree with a Tree Preservation Order in the Conservation Area
- viii. **The Old Rectory, Church Lane, Exning: DC/25/0898/TCA**: application for tree work in a conservation area
- xi. **50 Lacey's Lane, Exning: DC/25/0840/FUL**: full application – 2 semi-detached dwellings with associated access, driveway and parking
- xi. **1 Harraton Square, Church Lane, Exning: DC/25/0971/TCA**: groundworks around root systems of a tree in a conservation area and removal of old bunker
- xii. **3 Saxon Close, Exning: DC/25/0923/TCA**: application to fell a tree with a preservation order

14. Chancery Park:

- a. To receive an update regarding the Phase 1 adoption
- b. To receive an update regarding a proposed footpath link between Exning Recreation Ground and Chancery Park
- c. To discuss any other Chancery Park matters

PUBLIC REALM

- 15. **Report:** To receive a report from the Public Realm Working Group regarding matters not on this agenda for discussion only
- 16. **Cemetery & Churchyard:** To receive a report & authorise actions regarding Cemetery & Churchyard matters
 - a. Lacey's Lane Cemetery:
 - b. Exning Road Old Cemetery:
 - c. St Martin's Churchyard:
- 17. **Play Area Development** – To receive an update on progress regarding the project
- 18. **Events:** to receive updates & discuss the following events
 - a. Village Fete 26th July 2025:
 - b. Christmas Tree Light Switch-On Sunday 30th November 2025:
 - c. Any other event information
- 19. **Neighbourhood Watch Scheme:** To receive an update regarding scheme re-invigoration plans
- 20. **Environmental Matters** – To receive any updates
- 21. **Agenda Items:** To note items for consideration at the next meeting (September 2025)
- 22. **Date of the next meeting:** Wednesday **24th September 025**, 7pm in the Exning Community Church Hall

CONFIDENTIAL (if required)

- 23. **To resolve to exclude press & public under the Public Bodies (Admissions to Meetings) Act 1960:** the public & press to be excluded for the remainder of the meeting because of the likely disclosure of private & confidential information
- 24. **Staffing:** To discuss staffing matters & authorise any actions
- 25. **Other Confidential Matters:** To discuss & authorise any actions

Cathy Whitaker; Clerk to Exning Parish Council ...*CE Whitaker*... **Date:** 9th July 2025

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