

**NOTICE of  
ORDINARY Meeting of EXNING PARISH COUNCIL  
on Wednesday 28<sup>th</sup> January 2026 at 7.00pm at Exning Community Church Hall  
AGENDA**

**7.00pm: PUBLIC MEETING SECTION: Single Issue**

To receive a Public Interest Report regarding the late submission of the 24/25 AGAR to PKF Littlejohn External Auditors. To discuss and receive a report from the Clerk detailing the current situation and future mitigation plans to reduce the risk of any reoccurrence.

**7.15pm: 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 Ordinary Parish Council Meeting held on Wednesday 26<sup>th</sup> November 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 December 2025
  - b. To receive the Current Financial Position from the Clerk
- 7. 2024/2025 Accounts:**
  - a. To receive and note the Internal Auditor's report from SALC for the financial year 2024/2025
  - b. To approve Section 1 – Annual Governance Statement 2024/25 for Exning Parish Council
  - c. To approve Section 2 – Accounting Statements 2024/25 for Exning Parish Council
- 8. Budget and Precept 2026/2027**
  - a. To approve the budget for Exning Parish Council for the financial year 2026/2027
  - b. To approve the precept for Exning Parish Council for the financial year 2026/2027
- 9. Submission of schedules of payments & receipts:**
  - a. To approve receipt & payment schedule for December 2025 and January 2026
  - 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
- 10. Bank Statements:** Confirmation that the November and December 2025 bank statement balances & related bank reconciliations have been checked & approved
- 11. 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

**PLANNING**

- 12. Report:** To receive & authorise the December 2025 report and January 2026 from the Planning Working Group

<b>a. Responses to Planning Applications by EPC:</b>
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- i. **27 Oxford Street: DC/25/1900/HH:** - householder application – porches, ridge and eaves, dormers, single storey extension to rear infill
- ii. **Harraton Court Stables, Chapel Street, Exning: DC/2039/TCA:** application to fell trees in a conservation area
- iii. **6 Harraton House, Church Lane, Exning: DC/25/1997/TCA:** application for tree work in a conservation area
- iv. **12 Chapel Street, Exning: DC/25/1994/TCA:** application for tree work in a conservation area
- v. **26 Oxford Street, Exning: DC/26/0043/TCA:** application for tree work in a conservation area
- vi. **3 Kings Court, Oxford Street, Exning: DC/1909/TCA:** application for tree work in a conservation area
- vii. **Mistral, Windmill Hill, Exning: DC/2011/HH:** householder application – front porch, fencing/gates, fenestration alterations, single storey rear extension
  
- b. Responses to Planning Applications by WSC:**
  - i. **Exning Primary School, Oxford Street, Exning: DC/25/1393/FUL** – full application – detached building for use class F1 – education
  - ii. **Harraton Square, Church Lane, Exning: DC/25/1451/HH** – a. cart lodge with first floor habitable space  
b. associated access
  - iii. **27 New River Green, Exning: DC/25/1600/HH** – amends to fenestration/doors with single storey rear extension
  - vi. **Land adjacent to Garden Cottage, Church Lane, Exning: DC/25/1653/FUL:** full application – one self-build dwelling
  - v. **4 Brookside, Exning: DC/25/1777/TCA:** tree work in a conservation area
  - vi. **2 New River Green, Exning: DC/25/1774/TCA:** tree work in a conservation area; includes felling 5 trees
  - vii. **Mistral, Windmill Hill, Exning: DC/25/1837/TCA:** tree work to fell 8 trees in a conservation area

**13. 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**

- 14. **Report:** To receive a report from the Public Realm Working Group regarding matters not on this agenda for discussion only
- 15. **Trees:** To approve the quote for the tree works on the trees within the Parish Council's responsibilities
- 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. **Events** – To receive any updates regarding proposed events
- 18. **Environmental Matters** – To discuss planting in the churchyard
- 19. **Agenda Items:** To note items for consideration at the next meeting (January 2026)
- 20. **Date of the next meeting:** Wednesday **25<sup>th</sup> February 2026**, 7pm in the Exning Community Church Hall

**CONFIDENTIAL (if required)**

- 21. **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
- 22. **Staffing:** To discuss staffing matters & authorise any actions
- 23. **Other Confidential Matters:** To discuss & authorise any actions

**Cathy Whitaker; Clerk to Exning Parish Council** ...*CE Whitaker*... **Date:** 20<sup>th</sup> January 2026