

**MINUTES of the ORDINARY Meeting of Exning Parish Council
held on Wednesday 23rd October 2024 at 7.15pm at Exning Community Church Hall**

PRESENT: Parish Councillors L Morgan (Chair), S Conelly, A Hall, D Kilsby-Steele, J London, G Robinson. Also, in attendance; C Whitaker (Clerk to Exning Parish Council). 1 resident for the Open Forum.

OPEN FORUM: A resident of Lacey's Lane spoke regarding concerns of a derelict house, open to elements and causing damp damage to neighbouring properties. WSC Cllr London to contact WSC Planning and Clerk to contact WSC Environmental Health. The resident left the meeting.

JL /
CLERK

1.10/24: CHAIR'S WELCOME & APOLOGIES FOR ABSENCE: [LGA 1972, sch12, p40]

- a. **To receive apologies:** Chair, Cllr L Morgan, opened the meeting at 7.07pm. Apologies received from Cllrs K Schosland, B Grzech, A Simpson. Also, SCC Cllr R Hood.
- b. **To approve apologies from members:** Apologies were accepted & approved.

2.10/24: COMMUNITY POLICING TEAM REPORT: To receive report from the Community Policing Team (CPT): [EPC Standing Order 24]

No representative able to attend – no report submitted. Cllr London reported that the CPT had been into schools regarding knife crime.

3.10/24: COUNCILLOR REPORTS [EPC Standing Order 24]

- a. **Suffolk County Councillor, Rachel Hood** – Cllr Hood did not attend the meeting, having apologised. A SCC report had previously been circulated.
- b. **West Suffolk Councillor, Jon London** – Cllr London reported that he was still working on the tree and other issues around Queensway and that he had been reselected at WSC as the Chair of the Grants Advisory Committee. An application could be made by EPC for the Communities Capital Fund concerning possible recreation ground replacement of the aerial runway (zip-wire) and the re-surfacing of the Chapel Street approach track – Clerk to submit. The two-week black bin cycle will remain. BT has been working on the riverbank at Church Lane. Pathway on recreation ground from Stepping Stones to Princes Close – refurbishment funding by Persimmon.

CLERK

4.10/24: 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 made.
- b. **To Consider any Requests for Dispensation:** None received.

5.10/24: MINUTES OF THE ORDINARY MEETING OF EXNING PARISH COUNCIL HELD ON 14th AUGUST 2024: [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 Chair. NB: The September meeting had been cancelled due to prolific ill-health.
- b. **To consider any matters arising from the minutes which are not on this agenda:** None.

FINANCE & ADMINISTRATION

6.10/24: FINANCE REPORT: [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

- a. **To receive the report for August/September 2024:** The finance report for August/September 2024 was noted.
- b. **To receive the Current Financial Position from the Clerk:** The financial position was reported as £186,360 at 23/10/24.

7.10/24: SUBMISSION OF SCHEDULES OF RECEIPTS & PAYMENTS: [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

- a. **Approval of receipt & payment schedules for September/October 2024:** The receipt & payment schedules for September/October 2024 were approved and are appended to these minutes under Appendix A.
- b. **Authorisation of receipts & payments for the current month:** The September/October 2024 non-confidential payments & receipts were scrutinised & approved; along with the confidential payments.
- c. **Confirmation of electronic payments for the previous month:** The electronic payments for August/September 2024 were confirmed against the bank statements.

8.10/24: BANK STATEMENTS: Confirmation that the August/September 2024 bank statement balances & related bank reconciliation have been scrutinised & approved: [Accounts & Audit Regulations 2015 (SI 2015/234), reg3]

The bank statements & bank reconciliations for August/September 2024 were confirmed as being in balance.

9.10/24: TREASURY MANAGEMENT: To consider an investment amount: [LGA 2003,2.12]

An investment of £100,000 will be taken out with CCLA (Churches, Community and Local Authorities) in a PSDF (Public Service Deposit Fund) account.

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10.10/24: EXTERNAL AUDIT: To receive the external auditor's report for the financial year ending 31st March 2024 and the Clerk's associated report: The External Auditor's Report for 2023/2024 was noted, with

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comment regarding website compliance; this will now resolve itself as the new website is now live.

11.10/24: OTHER ADMINISTRATIVE MATTERS:

- a. **To receive the Chair's Report:** No report.
- b. **To receive the Clerk's Report:** A standing item for the Village Keeper's Report will be added to future agendas
- c. **To receive Correspondence:** Email from a resident of Lacey's Lane; this was discussed in the Public Forum earlier in the meeting.
- d. **To consider Section 137 requests:** None received.
- e. **To receive a report from the Media Working Group:** [LGA1972, s.142] There had been a delivery issue with the newsletter and there is a need to make a more robust plan going forward. Christmas newsletter will deliver in November with a deadline of 4/11/24 for copy. Website went live in August and work is currently ongoing regarding uploading of past minutes and agendas. Stats show 32 new followers on FaceBook.

AGENDA

PLANNING

12.10/24: REPORT: To receive & authorise the September/October 2024 report from the Planning Working Group: [Town & Country Planning Act 1990, Sched. 1, para. 8]

The planning report was received and approved.

Agenda Item 12a: RESPONSES TO PLANNING APPLICATIONS BY EPC

DC/24/1422/TCA	1 George Gibson Close, Exning <i>Application for tree works in a conservation area</i>	EPC – NO OBJECTION WSC – PENDING CONSIDERATION
DC/24/1367/TPO	14 New River Green, Exning <i>Application for work on a tree with a preservation order</i>	EPC – NO OBJECTION WSC – PENDING DECISION
DC/24/1497/TCA	Queen Alexandra Stables, 2 Chapel Street, Exning <i>Application for tree works in a conservation area</i>	EPC – NO OBJECTION WSC – NO OBJECTION RECEIVED

CLERK

Agenda Item 12b: RESPONSES TO PLANNING DECISIONS BY WSC

DCON/21/0152/HYB	Land South of Burwell Road, Exning <i>Hybrid Application – discharge of conditions for boundary treatments, landscape & ecology & open space management plans</i>	EPC – OBJECTION WSC – PENDING CONSIDERATION
DC/23/1453/FUL	Land adjacent to Garden Cottage, Church Lane, Exning Full application – one dwelling	EPC – OBJECTION WSC – PENDING DECISION
DC/24/0450/FUL	Unit 8, Swan Lane Business Park, Swan Lane, Exning <i>Full application – change of use from offices to flexible offices/public worship with associated works/infrastructure</i>	EPC – OBJECTION WSC – PENDING DECISION
DC/24/0696/FUL	103, 119, 121, 133 Exning Road, Exning <i>Full application – installation of external wall insulation</i>	EPC – NO OBJECTION WSC – PENDING DECISION

13.10/24: CHANCERY PARK: To receive an update: [Town & Country Planning Act 1990, Sched. 1, para. 8] Discussion regarding consideration of adoption of Phase 1 and options for Phase 2. Bins and litter bins were marked as an issue in the area.

14.10/24: ROSARY HOTEL: To receive an update: [Town & Country Planning Act 1990, Sched. 1, para. 8] No new information.

PUBLIC REALM

15.10/24: REPORT: To receive a report from the Public Realm Working Group regarding matters not on this agenda for discussion only: The spiral slide requires some further attention.

CLERK

16.10/24: VICTORIAN STENCH PIPES: To discuss possible renovation plan and listing: [PC Act 1957,s1] One pipe is on private land, although previous discussion with owner was positive to allow any access required.

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The remainder of the pipes were refurbished in 2012. Research with the Listing Authority will be made.

17.10/24: CEMETERY AND CHURCHYARD: To receive a report and authorise actions regarding Cemetery and Churchyard matters: [LGA1972, ss214-215]

- a. **Lacey's Lane Cemetery:** nothing to report
- b. **Exning Road Old Cemetery:** } recent communication from a resident was considered regarding the re-wilding
- c. **St Martin's Churchyard:** } areas. It is important that the EPC environmental footprint is reduced. The Environmental Working Group to consider future re-wilding projects within the village.

18.10/24: PLAY AREA DEVELOPMENT: To receive an update: [Public Health Act1875, s164]

A consultation with the village will be held with the plan – preferably in the school.

19.10/24: EVENTS: To receive updates & discuss the following events: [LGA 1972, s145]

- a. **Village Fete 27th July 2024: to receive the final accounts:** The final accounts were received with a balance of £597 in profit – to be allocated to the ear-marked reserve for future Fetes. Correspondence regarding next year's Fete was received and will be responded to.
- b. **Any other events:** Christmas Tree Switch-On event – now confirmed Sunday 1st December 2024 at 5pm.

20.10/24: NEIGHBOURHOOD WATCH SCHEME: To discuss and consider a new scheme for Exning: [Local Govt and Rating Act1997, s31] Deferred to the next agenda.

21.10/24: ENVIRONMENTAL MATTERS: To receive an update: The Working Group had met, having discussed small impact choices and changes. Publicising what EPC is doing – eg: re-wilding projects, Vegan recipes, etc.

22.10/24: AGENDA ITEMS: To note additional items for consideration at the next meeting (November 2024):
Bus Shelter – Burwell Road

23.10/24: DATE OF THE NEXT MEETING: The next Parish Council Meeting will be held on Wednesday 27th November 2024 at 7pm & will take place at the Exning Community Church Hall.

24.10/24: 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: There was no requirement for a confidential section.

25.10/24: STAFFING: To discuss staffing matters: [LGA 1972, s.112]
Not applicable.

26.10/24: OTHER CONFIDENTIAL MATTERS: To discuss & authorise any actions:
Not applicable.

Chair, Cllr L Morgan, closed the meeting at 8.55pm

CLERK

AGENDA

APPENDIX A: RECEIPTS AND PAYMENT SCHEDULES (NON-CONFIDENTIAL)

September/October 2024.

RECEIPTS LIST - September/October 2024			
Date	Supplier	Description	Gross Amount
2/9	Barclays Bank	Interest received	£745.18
3/9	S Reynolds Stonemasons	Memorial application	£71.00
30/10	HMRC	VAT Refund Q2	£1,067.77
PAYMENTS LIST - September/October 2024			
Date	Supplier	Description	Gross Amount
3/9	Racing Centre	Room Hire	£55.44
3/9	TH Tree Surgery	Tree Surgery	£696.00
5/9	Information Commission	ICO Annual Registration	£35.00
25/9	3 Years Younger	Village Fete entertainment	£100.00
25/9	Ben Burgess Ltd	PPE/Workwear	£64.69
27/9	Reimbursements	Various reimbursements	£327.38
1/10	Flagship Homes	Storage facilities	£175.04
17/10	E.ON	Electricity fees	£180.39
28/10	The Christmas Decorators	Village tree decoration	£828.00