

CUCKFIELD PARISH COUNCIL
Queen's Hall, High Street, Cuckfield, RH17 5EL



To the members of the **Environment & Wellbeing Committee**

You are hereby summoned to attend the next meeting of the Environment & Wellbeing Committee in the Queen's Hall at **8.15pm on 10th May 2018** to transact the following business:

AGENDA

- 1) To receive apologies for absence.
- 2) To receive declarations of interest from Members in respect of any matter on the agenda (*The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it.*)
- 3) Public Question Time:
Members of the public are invited to put questions or to draw relevant matters regarding items on the agenda to the Council's attention for **ten minutes** prior to the commencement of business.
- 4) To approve the minutes of the meeting held on 1st February 2018 (previously circulated).
- 5) To note the Environment & Wellbeing Action List.
- 6) To agree and commit to this year's Christmas Street Festival on Friday 7th December, including Councillor volunteers.
- 7) To discuss the following Cemetery matters:
 - i) Commission of the commemorative installation.
 - ii) To receive a tree update from Cllr Laing.
 - iii) To discuss the recent complaint regarding the alleged injury caused by the gate between the Churchyard and Allotments.
 - iv) To receive update regarding pot holes repairs throughout the Churchyard.
 - v) To receive update regarding Part Time Grounds Person role.
 - vi) To receive update regarding topple testing.
- 8) To discuss the following Allotment matters:
 - i) To discuss response to recent behaviour from an allotment tenant towards officers and letter sent from Assistant Clerk.
 - ii) To note correspondence received regarding the recently implemented deposit and proposed changes to fee structure from 2019.
- 9) To receive an update regarding damage sustained to Village Clock.
- 10) To receive update from Assistant Clerk regarding safety notice at Skate park.
- 11) To agree a response to the consultation on Opinions sought on draft West Sussex Rights of Way Management Plan (from Planning meeting 25.01.18).
- 12) To note items arising after the preparation of this agenda which the chairman agrees to take as urgent. **Such matters will be for noting only or deferral to a future meeting only.**

Caroline Hansen

Assistant Clerk to the Parish Council
4 May 2018