

CUCKFIELD PARISH COUNCIL

Queen's Hall, High Street, Cuckfield, RH17 5EL



To the members of **Cuckfield Parish Council**

You are hereby summoned to attend the next meeting of the Parish Council in the Queen's Hall at **7.30pm on Thursday 13th July 2017** 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 4th May 2017, and minutes of the EGM held on 29th June 2017.
- 5) To receive a report regarding any matters arising from the minutes not included elsewhere on the agenda.
- 6) To receive reports from the District Councillor and County Councillor.
- 7) To receive a report from the Chairman.
- 8) To note the actions of the following committees:
 - a. Community Buildings Committee
 - b. Environment & Wellbeing Committee
 - c. Finance Committee
 - d. Planning Committee
 - e. Roads and Traffic Committee
 - f. Estates Committee
- 9) To note and approve the Internal Auditor's Report (to follow).
- 10) To receive a report on the year to date finances and budget review (to follow).
- 11) To approve the Schedule of Payments (to follow).
- 12) To consider the MSDC public consultation on Dog Control Orders (previously circulated).

- 13) To receive an update regarding the External Auditor appointment and letters to DCLG/SAAA (attached).
- 14) To consider the security arrangements for the Parish Office.
- 15) To consider the options for additional parking arrangements within the village.
- 16) To receive an update regarding the new Cuckfield Parish Council website.
- 17) To receive an update regarding the Allotment, Bookings and Finance software.
- 18) To receive an update regarding the use of email and email accounts for both office staff and Councillors.
- 19) To consider the survey request received from Rural Services Network, and the response of the Council (circulated).
- 20) To note the responses to the landfill proposals at Cuckfield Golf Course, and consider any further response as appropriate (circulated).
- 21) To consider the request from Cuckfield's twin town of Karlstadt to provide a wooden bench to be placed near the quince tree they donated 2 years ago, on the land adjacent to Polestub Lane. It would be located at the back edge of the pavement and inscribed to show it represents 20 years of twinning activity.
- 22) Confidential Business
To consider whether to resolve to exclude the press, broadcast media and public (pursuant to the Public Bodies (Admission to Meetings) Act 1960) during consideration of the following confidential business to be conducted.
 - i) Staff Matters
- 23) 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.**

Sam Heynes
Clerk to the Parish Council, 07 July 2017