

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 **8.15pm on Thursday 18th October 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 4th July 2018, and minutes of the EGM held on 18th September 2018.
- 5) To receive a report regarding any matters arising from the minutes not included elsewhere on the agenda.
- 6) To note the Full Council Action List.
- 7) To receive reports from the District Councillor and County Councillor.
- 8) To receive a report from the Chairman.
- 9) To note the actions of the following committees:
 - a. Community Buildings Committee
 - b. Environment & Wellbeing Committee
 - c. Estates Committee
 - d. Finance Committee
 - e. Planning Committee
 - f. Roads and Traffic Committee
- 10) To receive a report on year to date finances and budget review (attached).
- 11) To note and approve the Bank Reconciliations to 30th September 2018 (attached).
- 12) To note the latest Reserves position (previously circulated).
- 13) To review the Media Policy and Code of Conduct (attached) and consider the use of Social Media for Council business.
- 14) To review and approve the Retention Policy (to follow).
- 15) To review and approve the Internal Dispute Resolution Procedure (IDRP) (to follow).
- 16) To consider the quotes received to clean the War Memorial (attached).
- 17) To receive an update regarding the Post Office in Cuckfield.
- 18) To receive an update regarding the Christmas Street Festival.
- 19) To consider capital items for budget 2019-20 preparation.

- 20) To note the final participants letter for the 1918 Commemorative Event (previously circulated).
- 21) To consider the suggestion that Cuckfield Parish Council submit a complaint regarding the delayed return of final audits from PKF Littlejohn, under the SAAA instruction.
- 22) To review and agree the Winter Management Plan for submission to WSCC (attached).
- 23) To receive an update of the meeting at Ansty & Staplefield Parish Council regarding the Northern Arc, and the proposal to contribute funds towards an independent survey of the proposed road plans.
- 24) To consider the latest communication regarding Glebe Road allotments and agree a response.
- 25) 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.
- 26) 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, 12 October 2018