

# CUCKFIELD PARISH COUNCIL

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



To the members of the Full Council

You are hereby summoned to attend the next meeting of the Parish Council in the Queen's Hall at **8.15pm** on **Thursday 20<sup>th</sup> February 2020** 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 9<sup>th</sup> January 2020.
- 5) To note any matters arising from the minutes not included elsewhere on the agenda.
- 6) To note the Full Council actions list (attached).
- 7) To receive reports from the District Councillor and County Councillor.
- 8) To receive a report from the Chairman.
- 9) To review progress made to date against the Business Plan.
- 10) To receive an update regarding the Site Allocations meeting held with MSDC on 12<sup>th</sup> February 2020.
- 11) To receive a report on the year to date finances and current reserves and approve the bank reconciliation statements for January 2020 (attached) (both NS&I and Unity Trust bank accounts).
- 12) To consider an additional bank account signatory to replace retired Councillor Colin Mercer.
- 13) To consider and agree which Committees Cllrs Laing and Jermyn wish to join.
- 14) To receive an update regarding the Annual Parish Meeting on Thursday 19<sup>th</sup> March 2020.
- 15) To review the proposal for a temporary one-way system along London Lane during the Balcombe Road, Borde Hill Lane and Hanlye Lane road closures from 22<sup>nd</sup> June 2020 for 12 weeks (to follow).
- 16) To receive an update regarding the land adjacent to the Queen's Hall garden.
- 17) To consider the Website Accessibility testing quotation for work required to test our website and make changes to meet the compliance deadline of September 2020 (attached).
- 18) To consider the insurance quotations received for 2020-21 (to follow).
- 19) To consider the proposal made by P&S Gallagher that Pat Gallagher assumes the role of Cemetery Registrar (attached).
- 20) To review and approve Closed Churchyard pathways tender document and consider the choice and colour of brick paviours (attached).
- 21) To receive an update from the Cemetery Expansion Working Party.
- 22) To consider the MSDC Equality and Diversity Scheme Consultation 2020-2024 (previously circulated).
- 23) To consider the South Downs National Park Authority's Sustainable Construction Supplementary Planning Document Consultation (previously circulated).
- 24) 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.

To consider the recommendations made in the Workload & Staffing Council Health Check Report (previously circulated).

- 25) 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, 13<sup>th</sup> February 2020