



The Queen's Hall
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Cuckfield
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Parish Clerk: Sam Heynes
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To members of the **Cuckfield Parish Council**

You are hereby summoned to attend the meeting of the **Parish Council** in the **Queen's Hall** at **8.30pm** on **Thursday 16th December 2021** to transact the following business:

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.

AGENDA

- FC152** To receive apologies for absence.
- FC153** 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 meeting, of an interest that has not been disclosed under this item you must immediately disclose it.)*
- FC154** To approve the minutes of the meeting held on 25th November 2021.
- FC155** To resolve the following items relating to the Clerk's pay and contract:
- i) To ratify the 1 point pay increase for the Clerk based on the appraisal outcome for 2020-2021, as per contract terms.
 - ii) To ratify the 1 point pay increase for the Clerk based on the successful completion of Community Governance Level 4, as per contract terms.
- FC156** To consider approval for the Clerk to continue Community Governance Level 5 studies in 2022 at a total cost of £6,300 over 2 years.
- FC157** To ratify the proposal to close all Council services at the end of the day on 23rd December 2021, reopening on Tuesday 4th January 2022.
- FC158** 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.**

S Heynes

Parish Clerk, 9th December 2021