



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

You are hereby summoned to attend the meeting of the Parish Council at **7.30pm** in the **Queen's Hall** on **Thursday 13<sup>th</sup> October 2022** to transact the following business:

### **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.

**Cuckfield Parish Council adopted the General Power of Competence on 14<sup>th</sup> May 2020, all decisions made during this meeting are done so under this power.**

## **AGENDA**

- FC076** To receive apologies for absence.
- FC077** 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.
- FC078** To approve the minutes of the Full Council meeting held on 28<sup>th</sup> July 2022 and the EGM meeting held on 8<sup>th</sup> September 2022 (previously circulated).
- FC079** To receive a presentation from Community Energy South regarding the proposed formation of a Community Energy Cooperative for Cuckfield and Ansty & Staplefield.
- FC080** To receive reports from the District Councillor and County Councillor (to follow).
- FC081** To receive a verbal report from the Chairman.
- FC082** To note the Full Council Action List.
- FC083** To approve Bank Reconciliation Statements for Unity Trust, NS&I and CCLA accounts for July, August and September 2022.
- FC084** To review and approve the current year to date budget and expenditure for 2022-23 (to follow).
- FC085** To note the return of the signed and approved 2021-22 Annual Return with comments from the external auditor and acknowledge that the Clerk will correct the matters raised during the completion of the 2022-23 Annual Return.
- FC086** To note the update received from Mid Sussex District Council regarding the District Plan and the proposed Cuckstye site.
- FC087** To ratify the instruction to create a full site survey of the land at Courtmead Road, the Observer Field and the Cemetery at a cost of £1,250+VAT in order to complete official registration of this land with the Land Registry.
- FC088** To consider whether to remain opted into the SAAA sector led auditor appointment regime for the next 5 years until 2026-27.
- FC089** To consider the quotation to proceed with the architectural design for the proposed

redevelopment of Cuckfield Village Hall.

- FC090** To consider the quotes received to complete a topographic survey of the Village Hall site.
- FC091** To consider the proposed names of Hanlye Park and Hanlye View for the 13 new dwellings being developed at the Court Meadow School site, Hanlye Lane, Cuckfield.
- FC092** To consider the adoption of the following policies:
- Policy 53 - Councillor Parental & Extended Leave Policy (attached)  
Policy 54 – Menopause Policy Guidance for Managers (attached)  
Policy 55 – Metal Detecting Policy (attached)
- FC093** To review progress made against the Business Plan for 2022.
- FC094** To receive a progress update regarding the Angela Fox Nature Garden.
- FC095** To receive an update from the Village Centre Action Plan Working Party.
- FC096** To note the application for a temporary road closure for the Cuckfield Mayor's Procession on Saturday 15<sup>th</sup> October 2022 (attached).
- FC097** To consider the replacement of three litter bins located on the High Street and Church Street (attached).
- FC098** To consider improvements to the Queen's Hall fire exit doors and to the fire exit doors leading to the decking in the garden (attached).
- FC099** To consider a further grant request of between £20 - £2,000 on behalf of Family Support Work to help contribute towards the purchase of essential items for families in Cuckfield struggling with the rising living costs. The offer to include Cuckfield families in the Christmas Hamper scheme was rejected.
- FC100** To consider the offer of free membership of the Rural Market Town Group for a trial period of 6 months.
- FC101** To consider the High Weald AONB Management Plan Consultation 2024-2029 & Biennial Review
- FC102** To consider the planning application DM/22/0678 Development at Upper Sparks Farm and what representation to make to MSDC.
- FC103** To note the Clerk attendance at the 50<sup>th</sup> anniversary SLCC National Conference on 2<sup>nd</sup> – 4<sup>th</sup> November 2022.
- FC104** 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 transacted:
- To consider the proposed changes to the Burial Registrar contract.
- FC105** 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, 07 October 2022**

**Future Meeting:**  
24<sup>th</sup> November 2022