



The Queen's Hall
High Street
Cuckfield
West Sussex
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Sam Heynes: Parish Clerk
clerk@cuckfield.gov.uk

To members of **Cuckfield Parish Council**

You are hereby summoned to attend the meeting of the Parish Council at **8.30pm** in the **Queen's Hall** on **Thursday 24th November 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 14th May 2020, all decisions made during this meeting are done so under this power.

AGENDA

- FC106** To receive apologies for absence.
- FC107** 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.
- FC108** To approve the minutes of the Full Council meeting held on 13th October 2022 (previously circulated).
- FC109** To receive reports from the District Councillor and County Councillor (to follow).
- FC110** To receive a verbal report from the Chairman.
- FC111** To note the Full Council Action List.
- FC112** To approve Bank Reconciliation Statements for Unity Trust, NS&I and CCLA accounts for October 2022 (attached).
- FC113** To review and approve the current year to date budget and expenditure for 2022-23 (to follow).
- FC114** To consider the proposed forecast for the 2023-24 precept (attached).
- FC115** To consider the proposal to proceed with an application for Cuckfield to become a Fairtrade Town (attached).
- FC116** To consider the appointment of an internal auditor for 2023-24 (attached).
- FC117** To consider the options to continue with the premises license for the Queen's Hall (attached).
- FC118** To consider the quotation to proceed with the architectural design for the proposed redevelopment of Cuckfield Village Hall (to follow).
- FC119** To consider the proposal to create a Communications and Engagement Strategy by Breakthrough Communications (attached).
- FC120** To consider MSDC's District Plan Consultation Draft Reg 18 and whether to engage professional support in preparing the response on behalf of Cuckfield Parish Council.

- FC121** To review progress made against the Business Plan for 2022.
- FC122** To receive a progress update regarding the Angela Fox Nature Garden, and consider the proposals for the next stage of garden development (to follow).
- FC123** To receive an update regarding the Christmas Hampers scheme for 2022.
- FC124** To receive an update regarding the Sustainability Event which took place at the Village Hall on 17th November 2022.
- FC125** To receive an update regarding the Christmas Street Festival.
- FC126** To consider closing the Parish Council office on 23rd December 2022 and awarding all staff the day off work.
- FC127** To note the approved NALC pay agreement of £1,925 per annum (pro rata where applicable) applied to all staff effective from 1st April 2022, and the additional 1 day holiday to be awarded to all staff from 1st April 2023.
- FC128** 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, 18 November 2022

Future Meeting:
19th January 2023