



The Queen's Hall
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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 30th March 2023** 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

- FC129** To receive apologies for absence.
- FC130** 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.
- FC131** To approve the minutes of the Full Council meeting held on 19th January 2023 (previously circulated).
- FC132** To approve the minutes of the Annual Parish Meetings held on 7th April 2022 and 16th March 2023.
- FC133** To receive reports from the District Councillor and County Councillor (to follow).
- FC134** To receive a verbal report from the Chairman.
- FC135** To note the Full Council Action List.
- FC136** To approve Bank Reconciliation Statements for Unity Trust, NS&I and CCLA accounts for January and February 2023 (attached).
- FC137** To review and approve the current year to date budget and expenditure for 2022-23 (to 23rd March 2023).
- FC138** To consider the S106 application submitted for the Court Meadow Site to implement car parking at the Village Hall and whether to request MSDC to ask the developer to change what the funding allocation be spent on, for example the expansion of the parking at Cuckfield Recreation Ground. S106 funding cannot be retrospectively awarded for a completed project.
- FC139** To consider the next steps regarding the Observer Field land appropriation.
- FC140** To consider the next steps regarding the Angela Fox Nature Garden.
- FC141** To resolve that all eligible staff members holding an employment contract with Cuckfield Parish Council are automatically permitted to enroll in the Local Government Pension Scheme.

- FC142** To review progress made against the Business Plan for 2022-23.
- FC143** To receive an update of the Communications Strategy and consider next steps.
- FC144** To consider the Clerk's attendance at the SLCC Management in Action Conference on Tuesday 20th and Wednesday 21st June 2023 at cost of £456.50, which has a focus on teamwork and collaboration.
- FC145** To consider the annual renewal of the CRPE membership and whether to contribute the basic fee of £36 per annum or the increased suggested fee of £60 per annum.
- FC146** To consider the proposal for the provision of Christmas Street Lights in Cuckfield (attached).
- FC147** To discuss the hoardings still in place at the site owned by W&S Building Contractors at Wealden Stores, and consider the next steps to be taken to encourage the hoardings to be removed as a matter of urgency. The owner of the company, Mr Luke Malins, has expressed his contempt for the community, the use of the post box and threatened to leave the hoardings in place for 3 years if people do not stop asking him to remove them.
- FC148** To ratify the annual insurance premium of £4,435.86 with Zurich for the 3rd and final year of the current contract, an increase from last year's premium of £3,971.74. The increase is due to an index-linked rise in costs applied to the premium in the event that reinstatement of an asset was required.
- FC149** To review and agree the Council and Committee meeting dates for 2023-24.
- FC150** Confidential Business: Debt Write Off & Staffing Matters
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.
- a) To consider the recommendation to write off the debt incurred by a non-paying hirer of Cuckfield Village Hall.
 - b) To consider increasing the hours of the Parish Clerk from 28 to 35 per week and consider financial implications.
- FC151** 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, 27 March 2023

Future Meeting:
18th May 2023