



The Queen's Hall  
High Street  
Cuckfield  
West Sussex  
RH17 5EL  
01444 451610  
01444 454276

Sam Heynes: Parish Clerk  
clerk@cuckfield.gov.uk

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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 21<sup>st</sup> September 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 18<sup>th</sup> May 2023, all decisions made during this meeting are done so under this power.**

## AGENDA

- FC047** To receive apologies for absence.
- FC048** 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.
- FC049** To approve the minutes of the Full Council meeting held on 29<sup>th</sup> June 2023 (previously circulated).
- FC050** To receive reports from the District Councillor and County Councillor (attached).
- FC051** To receive a verbal report from the Chairman.
- FC052** To note the Full Council Action List (circulated).
- FC053** To approve Bank Reconciliation Statements for Unity Trust and CCLA accounts for June, July and August 2023 (attached).
- FC054** To review and approve the current year to date budget and expenditure for 2023-24 (to 14<sup>th</sup> September 2023) (attached).
- FC055** To further consider the S106 application submitted for the Court Meadow Site to implement car parking at Cuckfield Village Hall and the legal costs that would be payable by CPC to MSDC, WSCC and Sigma developers to submit a Deed of Variation to enable the transfer of funds to MSDC to use for the expansion of parking at Cuckfield Recreation Ground. The estimated costs for this are a total of £3,000+VAT.
- FC056** To ratify the proposed working group of Cllrs Burton, Dormer, Gill, Oversby-Powell, Podmore and White to undertake the process of reviewing the Neighbourhood Plan.
- FC057** To discuss the recommendations to convert the Observer Field into additional burial ground, and concerns raised over the water drainage and whether this could be enclosed to maximise burial potential, and to consider the updated quotation to complete a Tier 2 Environment Agency Groundwater Risk Assessment (attached).
- FC058** To consider the quotation to enclose the waterway running along the natural burial ground within pipework (attached).

- FC059** To consider the design of the new village map and the associated costs to date, agree the final design and whether to proceed with the map and the costs involved (attached).
- FC060** To receive an update regarding the Angela Fox Nature Garden.
- FC061** To review the following grant applications and resolve whether to award the funds:
- a. Application on behalf of 4Sight Vision Support towards their specialist support to help people in Cuckfield Parish to continue leading independent lives, whilst living with sight loss (attached).
  - b. Application on behalf of the Air Ambulance Charity Kent Surrey Sussex to contribute to ongoing costs of helicopters, rapid-response vehicles, fuel, medical equipment and highly-trained crews (attached).
- FC062** To consider the visioning report created as an output of the meeting to produce the business plan for the new council term (attached).
- FC063** To receive a verbal update from the liaison with High Street Businesses.
- FC064** To consider the proposal to engage with MSDC regarding the potential purchase of the playmeadow with a view to converting this to a new allotment site, and converting the existing allotments to burial ground (attached).
- FC065** To consider the complaint received regarding the resident and non-resident burial fees charged at Cuckfield burial ground (circulated).
- FC066** To consider the adoption of Policy 56 – Safeguarding, and the changes made to Policy 47 – Flexible Working (attached).
- FC067** To consider the quote received for the maintenance repairs of Cuckfield Skatepark (attached).
- FC068** To review the meeting etiquette outlined in the Standing Orders specifically items 1(o), (p) and 3 (j), and approve the addition of section 4(e) (attached).
- FC069** To consider whether there are any Highways-related tasks for proposal to WSCC that can be potentially provided by their contractors as part of their “social value” (free of charge) initiative (attached).
- FC070** To consider the Parish Council Insurance Declaration in relation to the recent withdrawal of PLI at a south-west Parish Council (attached).
- FC071** To consider the request from Mid Sussex District Council to share Local Community Infrastructure services and facilities related to Cuckfield for consideration as part of future S106 allocations (attached).
- FC072** To consider the results of the traffic calming survey and focus groups held in June/July 2023, and resolve how to proceed regarding investigation of 20mph zones within Cuckfield (attached).
- FC073** To receive a verbal update from Cllr Burton regarding the Taylor Wimpey site at Buttinghill and consider the recommendation to proceed with the handover of the site to Cuckfield Parish Council, and also consider the name of the site to be used once handover has been completed.
- FC074** To review the recommended photographs to be included in the 2024 Cuckfield calendar, and consider the printing options and costs (attached).
- FC075** 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, 15 September 2023

**Future Meeting:**  
18<sup>th</sup> January 2024