



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

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 **7.30pm** in the **Queen's Hall** on **Tuesday 19th March 2024** 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 18th May 2023, all decisions made during this meeting are done so under this power.

AGENDA

- FC117** To receive apologies for absence.
- FC118** 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.
- FC119** To approve the minutes of the Full Council meeting held on 18th January 2024 (previously circulated).
- FC120** To receive reports from District Councillors and County Councillor.
- FC121** To receive a verbal report from the Chairman.
- FC122** To note the Full Council Action List (circulated).
- FC123** To approve Bank Reconciliation Statements for Unity Trust and CCLA accounts for November and December 2023 and January and February 2024 and for NS&I for December 2023 and to March 2024 (attached).
- FC124** To review and approve the current year to date budget and expenditure for 2023-24 (to 12th March 2024) (attached).
- FC125** To review the Standing Orders and note the requirements for debate, specifically sections 1 and 2 (attached).
- FC126** To review and note the requirements of the Civility and Respect Pledge signed up to by Cuckfield Parish Council.
- FC127** To consider the request for a grant or other support for the Haywards Heath Rugby Club clubhouse rebuild.
- FC128** To note the request from Cuckfield Tennis Club to request S106 funding from MSDC towards their proposed clubhouse rebuild.
- FC129** To receive an update regarding the Angela Fox Nature Garden, including the quotation to build a plinth for the water fountain and a progress update on the garden design.
- FC130** To consider the condition survey of Cuckfield Village Hall and how to proceed regarding the

future rebuild or renovation of the site, including the recent quote to complete a full rewire of the hall (attached).

- FC131** To receive an update regarding the latest results of the Traffic Calming 20mph zones survey.
- FC132** To receive an update regarding the planning for the Annual Parish Meeting scheduled for 11th April 2024, including the completion of the Chairman's Report.
- FC133** To review the following grant applications and resolve whether to award the funds:
- a. Application on behalf of Family Support Work to contribute towards the practitioner and associated costs to provide home-visit support, outreach support and hardship food provision in the Cuckfield area.
 - b. Application on behalf of St Catherine's Hospice to help towards the costs that will help ensure local people facing the end of life will be able to spend their final days as pain free, dignified, and comfortable as possible, receiving the care they need.
 - c. Application on behalf of Cuckfield Book Festival to help with the cost of hiring the Queen's Hall.
- FC134** To consider the insurance quotes received for either a 1 year or 3 year renewal basis:
Quote 1: 1 year = £5,742.13; 3 year renewal £5,350.12
Quote 2: 1 year = £5,291.60; 3 year renewal £4,785.13
- FC135** To consider adoption of the Dignity at Work Policy, which supports the Civility & Respect pledge adopted by Cuckfield Parish Council (both attached).
- FC136** To consider adoption of the Transparency Code Policy (attached).
- FC137** To consider the UKPN proposal for updating the electricity support for Courtmead Road (attached).
- FC138** To consider the response from MSDC regarding the Parish Council's proposal to purchase the site on Courtmead Road known as the 'playmeadow' and consider how to proceed.
- FC139** To receive an update regarding mobile phone service in Cuckfield.
- FC140** To consider how to proceed regarding the reallocation of S106 funds for the parking spaces at Cuckfield Village Hall as MSDC have declined to proceed with converting part of the Recreation Ground to additional parking spaces.
- FC141** To consider the proposed Council and Committee meeting schedule for 2024-2025 (attached).
- FC142** To review the draft Business Plan 2023-2027 and agree a final version for adoption and publishing.
- FC143** To consider whether to renew the domain and continue with the What's On Cuckfield website.
- FC144** 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, 13 March 2024

Future Meeting:
9th May 2024