

# CUCKFIELD PARISH COUNCIL

Queen's Hall, High Street, Cuckfield, RH17 5EL



## Minutes of the Meeting of the Full Council held at 8.15pm on 9<sup>th</sup> January 2020

**Present:** Mr A Burton (Chairman), Mrs J Butler, Mr John Dickie, Mrs Andrea King, Mr S Oversby-Powell, Mr A Podmore, Mr C Mercer, Mr M Sheldon and Mr A Symonds

**In Attendance:** Cllr P Bradbury, Mr B Coakley, Mrs C Jermyn, Mrs S Heynes (Parish Clerk) and Cllr R Salisbury

**FC120 Apologies**

None.

**FC121 Declarations of Interest**

Cllrs King and Symonds declared their interest in item FC145.

**FC122 Public Question Time**

None.

**FC123 To approve the minutes of the Full Council meeting held on 10<sup>th</sup> October 2019.**

The minutes of the meeting held on 10<sup>th</sup> October 2019 were taken as read and confirmed as a true record.

**FC124 To note any matters arising from the minutes not included elsewhere on the agenda**

There were no matters arising.

**FC125 To note the Full Council action list**

All action items were noted.

**FC126 To receive reports from the County and District Councillors**

**Councillor Bradbury, West Sussex County Council reported:**

- Both the Chief Executive and Leader of WSCC had now left. A new Leader had been elected, Paul Marshall. The Chief Executive of East Sussex County Council had taken over and will run both County Councils.

**Councillor Salisbury, Mid Sussex District Council reported:**

- A meeting had been held with the owners of Cuckfield Golf Course, who would arrange to discuss their proposals for changes with High Weald for advice and

guidance. Future noise levels and the impact on the environment and amenity of neighbours was also discussed, recommendations were made to undertake sound monitoring, as well as opening dialogue with neighbours.

- MSDC Development Plan Document – Cllr Salisbury had attended 2 meetings with officers to review this; firstly to understand the basics that came out of the public examination, then secondly to specifically review Cuckfield’s submission. The difficulty was that the Cuckfield report appeared to counter the Inspector’s recommendations. Therefore Cllr Salisbury recommended one or two councillors attend a meeting with Andrew Marsh of MSDC to review in detail, and confirmed that he would be happy to attend.
- Denning Place. MSDC were continuing to move towards an enforcement order. The owner had initially declined to meet MSDC, however he had since provided a list of reasons why the gates were required which Tom Clark was reviewing from a legal perspective.
- Buttinghill. Discussions were ongoing to resolve the outstanding items.

**FC127 To receive a report from the Chairman**

Cllr Burton advised that the feedback received for the Christmas Street Festival had all been positive and expressed his thanks to all involved who organised this event.

**FC128 To receive and consider applications for Co-option**

Three applications had been received for two vacancies. Apologies had been received from one applicant, the two applicants in attendance were invited to speak to Council. Both provided a background to their reasons for applying to be a Parish Councillor. A public vote was held for each role. The first vote taken saw Fran Laing selected to join the Parish Council, the second vote saw Christine Jermyn selected to join. Thanks were expressed to Brendan Coakley for his application, as well as congratulations to our two new Councillors.

Cllr Bradbury, Mr Coakley and Cllr Salisbury left the meeting at 9.10pm.

**FC129 To receive the declaration(s) of the newly appointed Councillors**

Christine Jermyn signed her declaration, Frances Laing would arrange to attend the office to complete her paperwork.

**FC130 To consider the replacement representatives to the following Outside Bodies:**

- i) CLC (previously Mr Mercer) Cllr John Dickie volunteered to take on this role.
- ii) Mid Sussex Association of Local Councils (previously Ms Schan-Martyn) Cllr Adrian Podmore volunteered to take on this role.
- iii) Cllr Sheldon volunteered to partner Cllr Burton representing Cuckfield Parish Council at the West Sussex Association of Local Councils.

**FC131 To receive a report on the year to date finances and current reserves and approve the bank reconciliation statements for October, November and December 2019 (both NS&I and Unity Trust bank accounts)**

The report and bank reconciliation statements, previously circulated, were all approved.

**FC132 To review and ratify the proposed Budget and Precept for the forthcoming financial year 2020-21**

Council reviewed the forecast precept and resolved to raise the precept by 9% (insert actual amounts).

**FC133 To receive an update regarding AIRS Village Halls Week, 20-26 January 2020**

The working party had been meeting regularly and all arrangements were in hand. The museum display would be put up and remain on show for the 3 days. Free yoga sessions had been arranged, the final details for Pilates sessions were still being agreed. Help would be required with running the bar during the evening of the 24<sup>th</sup> January, Cllr Jermyn offered to assist Cllr King with this. 19 stalls would be open on Saturday to demonstrate what goes on at the hall during the week, and a quiz night would be held in support of Cuckfield Preschool. Leaflets had already been distributed around the village. The Business Plan would require all Councillors to be present to talk to visitors and answer any questions, assistance would be required to present the plan on the display boards which Cllr Podmore offered to do.

**FC134 To receive an update regarding the Christmas Street Festival**

The event went well with the rain stopping just before the festival opened. The new snow machine used this year was disappointing compared to previous years. Sadly approx. 8 stall holders cancelled on the night, as well as 2 no shows, which was a shame. The team were already thinking about changes for next year and hopefully identifying further improvements to be made. Lessons learned will be documented as part of the planning for next year.

**FC135 To receive an update regarding the land adjacent to the Queen's Hall garden**

Contact had been made with Solicitors to draft a contract for the lease of the land, and a design proposal had been completed. This recommended that clearance of the land proceeded as a matter of urgency before the bird nesting season. Grants would need to be applied for to cover the costs of the entire project. The Clerk was instructed to ask for a quote for Bugs & Beauty to proceed with application for grants, and to ask the land owner's permission to commence with the clearance of the site, and to share the garden designs with them. The Clerk was also instructed to proceed with the legal contract.

**FC136 To consider the Business Plan and agree next steps**

Council formally adopted the Business Plan and thanks were expressed to the Clerk for her efforts in creating the plan. A regular standing item to be added to Full Council agenda to include feedback from committees on progress made against initiatives.

**FC137 To consider the request from Power for People to support and sign up to their Local Electricity Bill**

Council resolved not to proceed with providing support.

**FC138 To consider the consultation to strengthen police powers to tackle unauthorised encampments**

The Parish Council supported the consultation, but had no concerns or comments to make.

**FC139 To consider forming a Working Party to investigate the set-up of a Youth Council and Youth Club**

A Working Party to commence investigations into a Youth Council and a Youth Club provision was agreed. Cllrs Butler, Dickie, Jermyn and Podmore volunteered to form the party and would arrange an initial meeting.

**FC140 To consider the quotations to relocate the clay pipe running through the Cemetery**  
Council resolved to proceed with Quote 1, Clerk was instructed to schedule the works.

**FC141 To consider the proposal to apply for a temporary Traffic Regulation Order to implement a trial one-way system through the village during the 12-week Balcombe Road closure in June 2020**  
Cllr Dickie to write to Redrow to request that they pay for the temporary TRO for the proposed one way system to be in place for the duration of the 12-weeks Balcombe Road closure. Access into and out of Chatfield Road from Broad Street would be maintained.

**FC142 To consider the adoption of the updated Financial Regulations**  
Council resolved to adopt the updated Financial Regulations.

**FC143 To consider the proposal to secure a contractor to undertake snow clearance from Ardingly Road/Hanlye Lane in the event of severe weather**  
Council resolved to proceed with this.

**FC144 To consider forming a working party to investigate options for the expansion of Cuckfield Cemetery**  
Council resolved to form a Working Party to proceed with this, members were Cllrs King, Oversby-Powell, Sheldon and Symonds.

**FC145 To consider the proposal to alter the lease between Cuckfield Museum and Cuckfield Parish Council**  
Council resolved to accept the proposal to alter and extend the Museum lease until 1<sup>st</sup> April 2045. All costs to be borne by the museum.

**FC146 To consider the quotations to redecorate the Queen's Hall main hall.**  
Council considered the quotes and resolved to proceed with quote 1 at £1,780.00.

**FC147 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**  
Cuckfield Parish Council expressed their severe shock and sadness on the news of Matthew Gallagher's untimely death, and expressed their sincere condolences to his family. Use of the Queen's Hall for the wake was to be offered free of charge.

Meeting closed 10.33pm.

Signed: \_\_\_\_\_