

CUCKFIELD PARISH COUNCIL

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



Minutes of the Meeting of the Full Council held at 8.15pm on 20th February 2020

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

In Attendance: Mrs S Heynes (Parish Clerk)

FC148 Apologies

Apologies were received and accepted from Mrs F Laing.

FC149 Declarations of Interest

None.

FC150 Public Question Time

None.

FC151 To approve the minutes of the Full Council meeting held on 9th January 2020.

The minutes of the meeting held on 9th January 2020 were taken as read and confirmed as a true record.

FC152 To note any matters arising from the minutes not included elsewhere on the agenda

There were no matters arising.

FC153 To note the Full Council action list

Actions were noted.

FC154 To receive reports from the County and District Councillors

Councillor Bradbury, West Sussex County Council reported:

- Changes at WSCC had created a new positive and open atmosphere within the Council, for example cabinet meetings were now being held in open session rather than closed session. The shared Chief Executive across ESCC and WSCC was working out well to date.
- Due to the challenges with Children's Services, a significant investment had been input to this area. A new Director of Children's Services had been appointed.
- The Fire Service had received a visit from the Inspectors, the report was available on the WSCC website. The next inspection visit was due in 2021 due to the positive progress being made.

- The Precept budget had been set, and a rise of approx. 1.9% agreed. 40% of the precept budget goes on adult social care.
- Penland Farm development – March to May 2019 had been the original date for the road closure. The notice period had been too short so the closure was delayed to June 2020. Accident records showed the existing junction was not satisfactory. A roundabout was deemed the best solution for this junction, and with Redrow funding the roundabout this was an attractive option for WSCC to pursue. Cllr Bradbury advised that he supported the proposed trial 1-way system around London Lane during these works. Cllr Bradbury had proposed alternative 2-way lights on Copyhold Lane to facilitate traffic flow. Council expressed dismay that the roundabout was not built before the houses, as that would have mitigated the need for a road closure. The Chairman flagged that the TTRO for London Lane would require permanent signage which would cost £000s, and requested Cllr Bradbury's support to meet the very short deadline to implement the TTRO. Cllr Bradbury advised he could only support if he were involved and offered to attend a meeting should his schedule allow. Cllr Bradbury advised utilities could close a road for emergency repairs without any consent from WSCC.
- Potholes - WSCC had reduced the budget due to significant road resurfacing 5 years ago.
- Why could rate relief not be offered to businesses effected by the road closures? Cllr Salisbury did not believe this would satisfy the business owners as it would be too small an amount. Cllr Bradbury had arranged a meeting between the businesses and a Cabinet Member for Highways to take place next week.
- Cllr Bradbury stated that infrastructure was planned before development. However, there were a set of delineated national rules that had to be abided by. MSDC was the first district in the Country to put in all infrastructure before the site was to be developed at the Northern Arc.

Councillor Salisbury, Mid Sussex District Council reported:

- Post Office in Cuckfield was reopening on 24th March 2020 on a temporary basis.
- DPD Site Allocations – the District Planning committee had just approved the Clayton Mills housing site in Hassocks. 500 additional homes were going into the 5-year land supply which would reduce the pressure on the other settlements in the category.
- MSDC were finalising their Precept budget next week.
- Still trying to get permanent PSCOs in place for Cuckfield.
- Denning Place. Enforcement order was being pursued and lawyers had been briefed.
- Buttinghill. The Enforcement Notice would be discussed at MSDC again and a review of Taylor Wimpey's progress against targets would take place. Cllr Salisbury would follow up regarding whether the S106 agreement had been amended, as legally we should have taken over the land 18 months ago.

FC155 To receive an update of the Site Allocations meeting held with MSDC on 12th February 2020

Council resolved to bring this item forward for discussion so Cllr Salisbury could take part.

Cllr Burton advised that his key takeaway from this meeting was that MSDC Officers appeared worried about the Developers and their legal teams, so were reluctant to reduce the housing numbers further. Cllr Salisbury advised that MSDC Officers had

listened to Tony Fullwood, and were re-evaluating the windfalls against Mr Fullwood's perception to see if there are any changes to be made.

Cllr Salisbury further assured the Parish Council that MSDC were not frightened of developers, however this was going to public examination so MSDC had to have a very robust legal position regarding housing numbers, rather than a purist position. MSDC were working to develop a practical position that they knew was defensible. A strong argument had been made by CPC to keep the numbers of the Hanlye Lane site lower to protect the environment, and Cllr Salisbury advised these points had been taken on board and would be reviewed.

FC156 To receive a report from the Chairman

Nothing more to add beyond the plans for the Annual Parish Meeting, which are documented in minute FC161 below.

FC157 To review progress made against the Business Plan

- Working parties had been formed to discuss the cemetery expansion, the land adjacent to the Queen's Hall garden and youth council.
- The Post Office was to be re-opened within the Queen's Hall from 24th March 2020.
- A submission had been made to MSDC regarding the DPD, as well as a follow up meeting with them to discuss our views.
- The new pathways within the Cemetery had been completed, with plans underway to proceed with the replacement pathways within the Closed Churchyard area.
- Initial plans to implement a trial one-way system on London Lane had been prepared, to further improve traffic calming measures.
- Roof repairs to the Queen's Hall had been completed.
- The landscape management plan was being reviewed and actively managed, with plans for a hibernaculum under way.

FC158 To receive a report on the year to date finances and current reserves and approve the bank reconciliation statements for January 2020 (both NS&I and Unity Trust bank accounts)

The report and bank reconciliation statements for January 2020, previously circulated, were approved.

FC159 To consider an additional bank account signatory to replace retired Councillor Colin Mercer

Council resolved to keep the signatories at 4 at this time.

FC160 To consider and agree which Committees Cllrs Laing and Jermyn wish to join

Cllr Jermyn would like to be on the ACE Committee, Cllr Laing would be invited join the Planning Committee and ACE Committee.

FC161 To receive an update regarding the Annual Parish Meeting scheduled for 19th March 2020

A few replies had been received for organisations to attend the APM, Councillors to follow up with those organisations they had contacts with to encourage attendance by 28th February 2020. Cllr Sheldon would invite Colin McFarlin, a Waste Prevention Advisor to attend. Cllr Butler to investigate using the PA system owned by Cucksoc. Tables would be set around the perimeter of hall, and the Parish Council Business Plan would be on display, as well as the proposed plans for the London Lane trial one-way

system. Name badges would be prepared for the evening. Mims Davies, the local MP, had confirmed her attendance at the event.

FC162 To review the proposal for a temporary one-way system along London Lane during the Balcombe Road, Borde Hill Lane and Hanlye Lane road closures from 22nd June 2020 for 12 weeks

Options were being prepared for review by 28th February which would be shared with Full Council.

FC163 To receive an update regarding the land adjacent to the Queen's Hall

Council resolved to undertake a basic survey of the land, obtain a quote for Land Registry plans and lease only the large area. The Clerk was instructed to proceed with the removal of the hedges immediately, and to review the date for the next working party meeting.

FC164 To consider the Website Accessibility testing quotation for work required to test our website and make changes to meet the compliance deadline of September 2020

Council resolved to proceed this work.

FC165 To consider the insurance quotations received for 2020-21

The Clerk was instructed to accept the lowest equivalent quote once all quotes had been received.

FC166 To consider the proposal of P&S Gallagher that Pat Gallagher assumes the role of Cemetery Registrar

Council resolved to accept Pat Gallagher as Cemetery Registrar.

FC167 To review and approve the Closed Churchyard pathways tender document and consider the choice and colour of brick paviours

Council resolved to accept the tender document and selected the Lambs paviours for their durability. The Assistant Clerk was instructed to update the tender document with this detail.

FC168 To receive an update from the Cemetery Expansion Working Party

A visit to the site being considered had taken place and the recommended the next step was to consult with a cemetery expert regarding the suitability of the land. It was not clear at this time how much land would be available for purchase. The Clerk was instructed to invite Pat Gallagher to join the working party due to his historical knowledge of the burial arrangements within the village, and to ask his advice regarding the next steps for assessing the land.

FC169 To consider the MSDC Equality and Diversity Scheme Consultation 2020-2024

Council resolved to make no response.

FC170 To consider the South Downs National Park Authority's Sustainable Construction Supplementary Planning Document Consultation

Council resolved to make no response.

FC171 Confidential Business

Council resolved 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.

To consider the recommendations made in the Workload & Staffing Council Health Check Report (previously circulated).

Council resolved to proceed with a mentor for the Clerk. The Clerk was instructed to make a proposal for a revised Committee structure for the next Full Council meeting. The Clerk was also instructed to consider further training for staff members.

FC172 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

The Clerk reported that she had commenced the Community Governance training, and that the first 3 modules were due for submission in June 2020.

Meeting closed 10.30pm.

Signed _____