

CUCKFIELD PARISH COUNCIL

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



Minutes of the Meeting of the Full Council held at 7.30pm on 9th July 2020

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

In Attendance: Ms C Hansen (Assistant Clerk), Mrs S Heynes (Parish Clerk)

FC031 **To receive apologies for absence**
None received.

FC032 **Declarations of Interest**
None

FC033 **To approve the minutes of the 35th Annual Meeting of the Parish Council held on 14th May 2020**
The minutes of the meeting held on 14th May 2020 were taken as read and confirmed as a true record.

FC034 **To receive written reports from the District Councillor and County Councillor**
Council were interested to note there had been 1,378 recorded COVID cases in West Sussex, with 1,185 deaths in care homes since March 2020. There had been no COVID deaths in West Sussex for 3 weeks at the time of writing.

Concerns about the continued demolition of Burgess Hill at this time were expressed, especially as we headed towards a recession. The likelihood of the New River continuing their development of Burgess Hill seemed remote. The Clerk was instructed to contact Cllr Salisbury to ask what Plan B was for Burgess Hill should New River pull out.

FC035 **To receive a report from the Chairman**
The Chairman noted that it had been interesting reading comments in circulations by the Society Association of Local Councils sharing how Parish Councils had coped with the transition to on-line meetings, and he was proud of how Cuckfield Parish Council had embraced the transition to these pretty seamlessly, only missing one set of meetings.

Several complaints had been received regarding the one-way system implemented on London Lane, which were being collated for review at the end of the trial period on 20th September. Council expressed their intention to keep the system in place until the scheduled date, which would hopefully exceed the completed date of the roundabout works on Hanlye Lane, to see if the traffic volumes using Cuckfield differed once the road re-opened.

FC036 **To note the Full Council action list**
Items noted. The Clerk would check whether the Asset List had been updated, and was instructed to obtain a cost to have the No Speeding signs made up professionally rather than as laminated paper.

FC037 **To note and approve the Internal Auditor's Report** (attached).
The Auditors Report was noted and approved. The Clerk was instructed to locate the missing transaction sheet for 3461 and create a new copy if required.

- FC038 **To note and approve the effectiveness of the Audit Plan and the Council's Internal Audit and Internal Control Procedures (attached)**
The Audit Plan and Internal Control Procedures were noted and approved.
- FC039 **To ratify the recommendation made at F&GP Committee to approve the Annual Return for the year ended 31st March 2020, Section 1 – Annual Governance Statements 2019/20 (attached)**
Full Council resolved to approve the Annual Governance Statements 2019-20.
- FC040 **To ratify the recommendation made at F&GP Committee to approve the Annual Return for the year ended 31st March 2020, Section 2 – Accounting Statements 2019/20**
Full Council resolved to approve the Accounting Statements 2019-20.
- FC041 **To review the Local Government Association proposed changes to the model Code of Conduct and formulate a response**
Council resolved to respond to the proposed model Code of Conduct with the following observations:
- Section 6 – the definition of ‘wellbeing’ and ‘friend’ was vague and would benefit from further elaboration to assist a Councillor when considering whether they had an interest to declare.
- The proposed Code of Conduct did not address the bullying experienced within the sector, and this should be incorporated; without this there was no way to prevent or even discourage bad behaviour or to take any action against councillors who caused issues.
- FC042 **To receive an update on the temporary one-way system along London Lane during the Penlands Green roundabout construction**
This item was discussed under the Chairman's report. Additional comments were made to propose one way signs and arrows were added at the Glebe Road/London Lane junction to be clear that London Lane was one way from that point onwards. It had been observed that people seemed more likely to ignore the one-way late in the evening, and that there were fewer people ignoring it during the day now.

The one-way would remain in place irrespective of the complaints that have been received. Thanks were expressed to the Clerk for responding to the complaints, and it was suggested that a detailed update be added to the website to include the details sharing why the one-way was in place, and how long it would be there for. There had been no date shared at this time to advise when the complete closure of Hanlye Lane and Balcombe Road would take effect.

Speedwatch had completed some monitoring on London Lane and it was noted that the red road surface made the traffic noise louder as it travelled over this. Traffic appeared to speed up from Rose & Crown but then slow down as it approached the junction with Glebe Road.
- FC043 **To receive an update regarding the land adjacent to the Queen's Hall garden**
The planning application to remove the diseased Ash Tree had been submitted. A new location would be considered for the container, which would need to include relocation of the electrical supply.
- FC044 **To ratify the decision to allow small weddings to take place at the Queen's Hall, following all COVID-19 guidelines**
Approved.
- FC045 **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.**
None.