



The Queen's Hall
High Street
Cuckfield
West Sussex
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Minutes of the Meeting of the Assets, Community and Environment Committee held at 8.15pm on Thursday 9 July 2020

Present: Mr Andrew Symonds (Chairman), Mrs Andrea King (Vice Chairman), Mr Andy Burton, Mrs Jill Butler, Mr John Dickie, Mrs Christine Jermyn, Mrs Frances Laing, Mr Adrian Podmore and Mr Martin Sheldon

In Attendance: Ms Caroline Hansen (Assistant Clerk), Mrs Sam Heynes (Clerk), Mr Steve Oversby-Powell and Mr Paul Stevens.

ACE003 Apologies for Absence
None.

ACE004 Declarations of interest
None.

ACE005 To approve the minutes of the meeting held on 12 March 2020
The minutes of the meeting held on 12 March 2020 were taken as read and confirmed as a true record.

ACE006 To note the Action List
Noted.

ACE007 To note the ACE Committee Terms of Reference
It was agreed to amend the wording of two bullet points to read as follows:

- To oversee Courtmead Road and the Observer Field, coordinating with Courtmead Road Residents Association on maintaining the road surface and verges.
- To oversee the twittens and footpaths, coordinating with WSCC on maintaining verges and overgrowth (a plan of the twittens and footpaths would be prepared).

ACE008 Assets

- To receive updates on Horsefield Green Maintenance Plan**
Reports and plans prepared by Councillors Burton and Podmore and the Operations Officer were reviewed. It was agreed to plant an orchard and Councillor Oversby-Powell suggested including a Walnut tree. It was agreed to re-site the lower footpath due to getting water-logged in winter and to remove the hard debris from The Dell and leave to nature, as recommended in a RoSPA report. It was further agreed to share the marked-up plan, prepared by Councillor Burton, on the website and circulate to residents for comment.
- To consider the proposal for screening the container at Horsefield Green**
It was agreed to plant Pyracantha to screen the container.
- To receive an update on the land at Buttinghill.**
The Parish Clerk had written to MSDC requesting a meeting and a reply was awaited.

d. To review the condition of the Chapel and consider the terms of a new lease and agree annual rent, currently £500 per annum

It was noted that Dignity had signed a 'full-repairing' lease. Councillors visited the chapel on 9 July 2020 to review the condition of the chapel. The Parish Clerk was instructed to have a discussion with Dignity on whether they wished to extend their lease on an annual basis and to discuss the terms of the lease.

e. To consider re-incising/re-enamelling the names on the War Memorial

The Assistant Clerk was instructed to obtain specific quotations for re-enamelling the required letters from the two lowest bidder contractors.

ACE009 Community

a. To receive an update on the youth initiative and agree next steps

Councillor Jermyn's report was noted. Councillor Jermyn advised there had been limited progress due to lockdown. Members of the Committee favoured a Cinema Club and agreed ideas should be confirmed before a consultation for residents was prepared. Councillors Sheldon and Jermyn agreed to coordinate on the requirements for a screen.

b. To consider the anti-social behaviour in the village and agree next steps

1) Further incidents had occurred and had been reported to Sussex Police. Councillor Symonds had spoken to SSALC regarding a dedicated Community Officer, at a cost of £30-40,000 pa, and agreed to investigate further.

c. To consider the Christmas Street Festival for 2020 and whether to continue with this event considering COVID-19 and lockdown

Councillor Laing was in the process of preparing a proposal pending Government lockdown guidelines.

ACE010 Environment

a. To receive an update on the Sussex Lund grant application

Councillor Podmore expected to hear from Sussex Lund in July 2020 regarding a £3000.00 grant.

b. To receive an update on the refurbishment of the churchyard paths in brick

The planning application submitted to MSDC was to be reviewed at CPC's Planning Committee on 23 July 2020.

c. To consider whether to repair or remove the bench outside the cricket ground

ACE Committee members agreed to offer the bench shell to the Cricket Club prior to removal of the broken bench.

ACE011 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.**

No items were noted.

The meeting closed at 21.23pm

Signed _____