



The Queen's Hall
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Parish Clerk: Sam Heynes
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Minutes of the Meeting of the Full Council held at 8.15pm on 1st April 2021

Present: Mr A Burton (Chairman), Mr P Ceccherini, Mrs A King, Mrs F Laing, Mr S Oversby-Powell and Mr A Symonds, Mrs J White

In Attendance: Mrs S Heynes (Parish Clerk), Cllr R Salisbury

Public Question Time: None raised.

- FC113 **To receive apologies for absence**
Cllrs Podmore and Sheldon submitted their apologies which were accepted.
- FC114 **Declarations of Interest**
None
- FC115 **To approve the minutes of the EGM held on 3rd December 2020 and the Full Council Meeting held on 28th January 2021**
The minutes of the meetings held on 3rd December 2020 and 28th January 2021 were taken as read and confirmed as a true record.
- FC116 **To receive a report from the District Councillor and County Councillor**
Cllr Bradbury proffered his apologies due to purdah.

The MSDC budget had been set although this had been complicated due to COVID and additional work this had created. Their financial reserves were diminishing, so budgets had been trimmed. For 2023-24 and 2024-25 the deficit was forecast at £3m each year, meaning their reserves would be less than £1m by 2025.

20.35 John Dickie joined the meeting.

The hoardings had been removed from the Courtmead Road 'playmeadow' after 2 years of lobbying, although Heras fencing had to remain in place as the site was considered a building site.

The enforcement notice to remove the gates at Denning Place was still being pursued, as well as the outstanding planning issues at Cuckfield Golf Course, albeit some of the matters had been resolved satisfactorily.

Cllr Salisbury advised that he would fully support the application of village green status for Horsefield Green.

MSDC are receiving no response to their enquiries from Taylor Wimpey regarding the open space at Buttinghill, and Cllr Salisbury would liaise with the MSDC legal department to see what progress could be made.

A Design Guide had now been published as a supplementary document to planning, which provided a process for developers to fulfil before submitting planning applications.

FC117 To receive a report from the Chairman

Cllr Burton expressed his congratulations to all involved in preparing and delivering the Easter Hampers to the Holy Trinity School.

A meeting with the newly appointed landscape architects for the Nature Garden had taken place earlier in the week which had gone well, with lots of exciting ideas shared; it would be important to maintain the scope of the project.

There had been 2 staff resignations during the previous week, discussions would be held to determine how to proceed to replace these roles. The HR Committee would discuss options and share with Council for consideration.

The Clerk was congratulated on careful management of the finances through to year-end to a much healthier position than had been forecast several months ago, leaving the Council well placed as they entered 2021-23. This was helped by the COVID grants received from MSDC.

FC118 To note the Full Council action list

Items noted.

FC119 To receive a presentation demonstrating the functionality available with Parish Online

Mr Stevens provided a presentation of the Parish Online functionality to Council, which was well received. Several queries were raised which Mr Stevens would report back on; they were to find out whether a link to Parish Online could be added to the Parish Council website to allow members of the public to access our data and see our assets etc as well as their locations within the village? Also, clarification of how councillors were able to obtain read only access to the system would be shared with all councillors.

FC120 To approve the bank reconciliation statements to March 2021

The bank reconciliation statements were reviewed and approved.

FC121 To review and approve the current year to date budget and expenditure for 2020-21

Council reviewed and approved the budgets and year to date expenditure.

FC122 To review and approve the committee meeting dates for 2021-22 and consider whether to extend the Planning meetings to one hour

Council resolved to accept the proposed meeting schedule for 2021-22 and to extend the planning meetings to 1 hour.

FC123 To consider the application for Village Green status for Horsefield Green

Council resolved to proceed with the application, the Clerk was instructed to sign and submit the paperwork.

FC124 To consider the draft Investments & Borrowing Policy for adoption

Council resolved to adopt the Investments and Borrowing Policy.

FC125 To consider investing in the CCLA Public Sector Deposit Fund

Council considered the investment options available and resolved to invest £85,000 in the cash fund for 1 year. Cllr Oversby-Powell would investigate alternative investment providers for future consideration. The Clerk would invite the CCLA to a Council meeting to review the investment and decide whether to continue, approximately 9 months into the investment period.

FC126 To consider the proposed changes to the contract for digging graves at the burial ground

Council resolved to accept the changes proposed and the Clerk was instructed to update and reissue the contract.

- FC127 **To consider whether to propose Parish Council-owned sites for the installation of mobile phone masts and agree potential locations**
Council resolved to submit the Queen's Hall, Horsefield Green, Cuckfield Village Hall, and both Allotment sites as potential areas for the installation of a mobile phone mast and request feedback as to their suitability.
- FC128 **To review progress made against the Business Plan for 2021**
Cllr Burton took an action to review this and provide an updated status list to full council for review at the next meeting.
- FC129 **To receive an update on the Angela Fox Nature Garden**
The latest proposals for the garden had been circulated to all councillors for review.
- FC130 **To consider the purchase and installation of a memorial bench in memory of Stephen Blanch**
Council deferred a decision on this item, the Clerk was instructed to add this to the June meeting agenda.
- FC131 **To approve the Occupational Licence in place for Cuckfield Preschool to use Cuckfield Village Hall from April 2021 to March 2022**
Council resolved to approve the licence for 2021-22.
- FC132 **To consider the grant application submitted by Cuckfield Preschool for the 2021-22 financial year**
Council resolved to approve the grant based on the rate of £9 per hour.
- FC133 **To ratify the Parish Council insurance provision for 2021-22**
Council ratified the decision to proceed with Zurich on a 3-year renewal basis.
- FC134 **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.**

Cllr Burton raised the recent government decision to withdraw the ability of Parish Councils to hold council and committee meetings online and would write to the MCHLG to express the Parish Council's dismay. Any decision regarding the format of council and committee meetings after the 7th May 2021, the date when online meetings would no longer be legal, was deferred pending further developments with the legal challenge taking place in April to establish whether holding online meetings could be deemed legal according to existing legislation.

Meeting closed at 10.45pm

Signed _____

Future Meeting:
4th May 2021