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Parish Clerk: Sam Heynes  
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## Assets, Community and Environment Committee

### Minutes of the Meeting held at 8.30pm on Thursday 13<sup>th</sup> May 2021

**Present:** Mr A Symonds (Chairman), Mr A Burton, Mr P Ceccherini, Mr J Dickie, Mrs A King, Mrs F Laing, Mr M Sheldon and Mrs J White

**In Attendance:** Mrs S Heynes (Parish Clerk) and Mr S Oversby-Powell

**Public Question Time:** No members of the public were present.

Due to the withdrawal of COVID regulations which allowed local authorities to hold meetings remotely until 6<sup>th</sup> May 2021, all recommendations made by committee during this meeting would be implemented by the Clerk under the scheme of delegation and ratified at the Full Council meeting scheduled for 29<sup>th</sup> July 2021.

**ACE001 To receive apologies for absence**

Cllr Podmore provided his apologies which were accepted.

**ACE002 Declarations of Interest**

Cllr Ceccherini declared an interest in item ACE006c) the request to contribute towards the repair of the pathway at Horsefield Green.

**ACE003 To approve the minutes of the meeting held on 18<sup>th</sup> February 2021**

The minutes of the meeting held on 18<sup>th</sup> February 2021 were approved and signed.

**ACE004 To note the Action List**

Noted.

**ACE005 Assets**

**a) To receive a progress report from Whitemans Green allotment Site Working Group (WGAS WG) and consider any recommendations**

A communication had been shared with all tenants at Whitemans Green allotments which had clarified and eased concerns raised. Cllr Sheldon proposed that the working group now be disbanded as all queries had been resolved and would propose this at a final working group meeting. If any further actions were required these would be raised at the next ACE meeting on 5<sup>th</sup> August 2021.

**ACE006 Community**

**a) To receive an update on the Naming Twittens and Footpaths project**

The final designs for the signs were presented and reviewed. Locations had been identified and additional posts would require installing for the signs to be

Cuckfield Parish Council confirmed their eligibility to hold the General Power of Competence on 4<sup>th</sup> May 2021, all decisions made during this meeting are done so using this power.

attached to. A final list of the number of signs and posts required would be collated and cost estimates obtained, at which point the Clerk would request S106 funds to contribute towards this.

It was proposed to add QR codes to the signs to create a linked walk around the village, however this would be done in future after the signs had been installed. Cllr Ceccherini would look into this and prepare a proposal to share at the next ACE meeting on 5<sup>th</sup> August 2021.

Cllr Burton would amend the Polestub Lane sign to read Cuckfield Baptist Chapel rather than Church.

The Clerk was instructed to contact WSCC again to request permission to attach signs to existing fingerposts, to replace existing wooden fingerposts with metal posts, and for WSCC to supply metal replacements for the timber signs.

**b) To consider the proposal for a Skatepark Community Fun Day at a cost of £800**

The Clerk was instructed to obtain clarification from the organisation proposing the fun day that the skate park was large enough for the event being proposed, and to establish whether there was time for the event to proceed. Also, to clarify what would be required to organise the event, how many people they anticipated would attend, what publicity would be required and how the event would run on the day.

Once this was understood a decision would be made whether to go ahead, and the Clerk would proceed using the scheme of delegation.

**c) To consider the request to contribute towards the repair of the pathway at Horsefield Green**

Committee felt that the pathway was a useful asset to the community and that it was important to maintain access to Horsefield Green for all residents in the village. It was noted that members of the community use the access to walk around the village, and therefore committee felt an obligation to contribute towards the upkeep. To that end, committee resolved to offer £1,000 to the Horsefield Green residents association towards the cost of the resurfacing work in order to maintain the Parish Council's interest in the pathway; further to this the Parish Council would appreciate the opportunity to make use of any arisings available during the works to put towards the improvement of the existing pathways around the main area of Horsefield Green.

**d) To receive an update on the Neighbourhood Watch scheme within Cuckfield**

Cllr White was investigating this but had not be able to gather any useful information to date. Work would continue to establish how the Neighbourhood Watch scheme could be linked to the vandalism experienced last summer, and to understand how the individual schemes within the village communicated with one another. Cllr Ceccherini advised he had recently started a Neighbourhood Watch scheme for Horsefield Green and could see 7 schemes within the village, however it was believed there were more than that currently in force.

**ACE007 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.

The meeting closed at 21.26

**Next Meeting:** 5<sup>th</sup> August 2021

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