



The Queen's Hall  
High Street  
Cuckfield  
West Sussex  
RH17 5EL

01444 451610  
01444 454276

Parish Clerk: Sam Heynes  
clerk@cuckfield.gov.uk

---

## Minutes of the Meeting of the Full Council held at 7.30pm on 29<sup>th</sup> July 2021

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

**In Attendance:** Mrs S Heynes (Parish Clerk)

**Public Question Time:** None present.

**FC095 To receive apologies for absence**

Cllrs Ceccherini, King, Podmore and Sheldon submitted their apologies which were accepted.

**FC096 Declarations of Interest**

None

**FC097 To approve the minutes of the Full Council meeting held on 4<sup>th</sup> May 2021 and the EGM held on 22<sup>nd</sup> July 2021**

The minutes of the meetings held on 4<sup>th</sup> May 2021 and 22<sup>nd</sup> July 2021 were taken as read and confirmed as a true record.

**FC098 To receive a report from the District Councillor and County Councillor**

Cllrs Bradbury and Salisbury offered apologies and provided a written report, summarised below:

Denning Place – an enforcement notice was due to be issued against the gates to have them removed. Cllr Oversby-Powell would look into the definition of permitted development in relation to this matter, as this was the defence being used by the developer to justify the gates remaining in situ.

Cuckfield Golf Course - further information had been submitted by the agents. The latest consultation period had lapsed and a decision was expected by the case officer within a couple of weeks.

Haywards Heath Football Ground – considerable concerns around highways matters had been raised. The decision had been delayed as the application affected the setting of various listed buildings and so required further publicity, which was due to expire on 13<sup>th</sup> August 2021. The case officer would issue a decision shortly after that date.

Buttinghill – Taylor Wimpey solicitors had taken over a year to look at the deed of variation to the planning permission which had been required due to the changes needed to address the issues with the drainage pond. Instructions had now been received and when complete the land transfer discussions could commence.

The Parish Council were concerned that Taylor Wimpey did not appear to have completed any maintenance of what was still currently their land for a considerable

time, so Cllr Burton was instructed to write a letter to the Chairman of Taylor Wimpey to express our concern and dismay at the entire process.

Worsley Ground Paddling Pool – CCTV was being considered for installation at this site due to the ongoing mindless vandalism which caused the pool to be repeatedly closed.

Courtmead Road ‘Playmeadow’ – the plot had sold at auction much to the disappointment of the Parish Council, who had requested more than once to discuss a potential purchase of the site from MSDC to no avail. The short notice provided for the sale was also very disappointing.

Verges and Twittens Maintenance – the verges were cut 5 times a year and collection of the cuttings was not part of the agreed job specification. Twittens were cut even less frequently.

- FC099 **To receive a verbal report from the Chairman**  
Cllr Burton advised that most issues had been covered in the District and County Councillor’s report. Feedback had been provided to Cllr Salisbury regarding the new pricing for rail season tickets which had made it financially unviable to use trains for travel to London. It had been noted that local businesses had started to increase their prices, perhaps to make up for their losses over the COVID lockdown.
- FC100 **To note the Full Council action list**  
Items noted.
- FC101 **To ratify and approve all decisions and minutes of the following informal meetings held online:**  
Planning Committee meetings held on 13<sup>th</sup> May, 3<sup>rd</sup> June, 24<sup>th</sup> June and 15<sup>th</sup> July 2021  
Assets, Community & Environment Committee meeting held on 13<sup>th</sup> May 2021  
HR Committee meeting held on 3<sup>rd</sup> June 2021  
Community Buildings Committee meeting held on 24<sup>th</sup> June 2021  
Roads & Traffic Committee meeting held on 15<sup>th</sup> July 2021
- All decisions made during these meetings were ratified and approved. The minutes would be signed at the next relevant committee meetings.
- FC102 **To resolve to update the authorised signatories for the NS&I bank account to mirror the signatories for the Unity Trust bank account, that being Cllrs Burton, King, Sheldon and Symonds, with the Clerk as the authorised contact for the account.**  
The Council resolved to make Cllrs Burton, King, Sheldon and Symonds signatories for the NS&I account, with the Clerk as the authorised contact.
- FC103 **To approve the bank reconciliation statements for April, May and June 2021**  
The bank reconciliation statements were reviewed and approved.
- FC104 **To review and approve the current year to date budget and expenditure for 2021-22**  
Council reviewed and approved the budgets and year to date expenditure. All was looking healthy compared to last year.
- FC105 **To review progress made against the Business Plan for 2021**  
This item was deferred to the next Full Council meeting.
- FC106 **To receive a progress update on the Angela Fox Nature Garden**  
Good progress had been made over recent months and the garden was looking great in time for the first weddings this month. The steps had been installed as well as a ramp to the rear of the garden. Spend to date of £26,230 vs budget of £30,000 for

2021-22. S106 grant funds of £6,843 have been approved, and a request has been made of Galassi Garden Designs to provide the designs for next stages of work so we could submit a further S106 funds request to try and complete more of the garden this year.

An official opening would be considered in due course. The artwork for the garden needed to be progressed and installed.

- FC107 **To consider the repairs to the North Lychgate and the day rate quoted to complete this work and resolve whether to proceed without Listed Building Permission due to the risks of falling roof tiles**  
The Council resolved to proceed with the repairs to the roof immediately due to the serious nature of the slippage of the roof tiles. The Clerk was instructed to contact the Kempe Trust to try and secure funds towards the repairs.
- FC108 **To review the updated contract issued by Dignity Funerals for the hire of the Chapel, and their request that the 3 year contract term start at the point the contract is signed rather than last year when the contract term was agreed**  
The Chapel had been inspected and was looking much improved. The Council resolved to accept the updated contract and sign immediately for a 3 year term.
- FC109 **To receive an update from the new Community Working Group and approve the Terms of Reference**  
Terms of Reference had not yet been agreed, so this item would be deferred. A further meeting would be arranged to set out the details for the Terms of Reference.
- FC110 **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.

Meeting closed at 9.15pm

Signed \_\_\_\_\_

**Future Meeting:**  
30<sup>th</sup> September 2021