



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 8.30pm on 25th November 2021

Present: Mrs A King (Chairman), Mr J Dickie, Mr S Oversby-Powell, Mr A Podmore, Mr M Sheldon and Mr A Symonds

In Attendance: Cuckfield Town FC Representatives, Mr A Burton, Mrs S Heynes (Parish Clerk), Mrs F Laing, Cllr R Salisbury and Mrs J White

Public Question Time: None present.

FC131 To receive apologies for absence

Cllrs Burton, Ceccherini, Laing and White submitted their apologies which were accepted.

FC132 Declarations of Interest

None

FC133 To receive a verbal report from Joshua Keay, Cuckfield Town FC, on the plans for commemorating Cuckfield FC's 150th Anniversary in 2022

A celebratory community event was being planned for June 2022. Two football matches were planned incorporating as much of the community as possible with souvenir programmes and tickets. Vendors would provide food and drink around the pitch with commentary throughout the games. Medals and honours to support longstanding contributors to the club would also take place.

In the evening an awards ceremony with food and music was planned at the Queen's Hall with club memorabilia over the decades on display.

Grants could be applied for from MSDC and the Parish Council towards the event. Cuckfield Town asked whether a reduction in the hall hire rent could be offered in support. This would be considered at a future meeting.

FC134 To approve the minutes of the Full Council meeting held on 30th September 2021

The minutes of the meeting held on 30th September 2021 were taken as read and confirmed as a true record.

FC135 To receive a report from the District Councillor and County Councillor

No report was available from the Country Councillor.

Cllr Salisbury advised the interim report had been received regarding the District Plan and early indications were that all MSDC's recommendations had been accepted. Minor modifications had been recommended and would be reviewed by MSDC prior to making a response.

Denning Place – the gates and pillars had been removed. The second line was still being pursued and discussions regarding whether planning permission was required

were ongoing. The hardstanding would require either planning permission or legal permission; a decision was outstanding.

Whilst the garden structures in Denning Place were over 4m, government documents advised a reasonable decision should be made i.e. was any harm being caused by the structure being over 4m; if planning were applied for would it be approved? If yes, there would be no point pursuing planning permission and MSDC would take a view that it was practical to allow the buildings to remain under permitted development. The MSDC Officer's remarks would be shared with the parish council. It was recommended that councillors looked at permitted development on gov.uk for guidance [Guidance overview: Permitted development rights for householders: technical guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/technical-guidance-permitted-development-rights-for-householders)

Buttinghill land transfer; discussions could proceed between the parish council and Taylor Wimpey without MSDC involvement. An update was due from MSDC regarding the final planning permission next week.

The planning application for Cuckfield Village Hall parking spaces was due to be determined by the Officer shortly, Cllr Salisbury felt there were no issues with the application.

FC136 To receive a report from the Chairman

None provided.

FC137 To note the Full Council Action List

Action items were noted.

FC138 To review and approve Bank Reconciliation Statements for September and October 2021 from Unity Trust Bank, NS&I and CCLA (attached)

All statements were reviewed and approved.

FC139 To consider the year to date 2021-22 budget (previously circulated):

- Review the latest budget position to 17th November 2021.
The budget to date was reviewed and all forecast changes for 2021-22 were approved.
- To consider the budget forecast for 2022-2023 and make proposals in preparation for the Precept review at the Finance & General Purposes committee meeting on 6th January 2022.
The precept proposal was reviewed and the current £20k overspend would be evaluated with ways to reduce this identified.

FC140 To receive mid-year reports relating to the following Outside Bodies:

West Sussex Association of Local Councils – All calmer after the upset last year, most of the Councillors causing issues had resigned.

Cuckfield Museum Trust – their recent newsletter had been circulated, no further comments.

Blunts Wood Steering Committee – no response had been received from MSDC representatives so no update available. Cllr Podmore would resume responsibility for this committee.

Emergency Planning Liaison Group - no update as no meetings had occurred.

County Local Councillors – this group had been disbanded.

Neighbourhood Watch – still trying to obtain details from the coordinators for the local area but they were unresponsive.

Mid Sussex Association of Local Councils – bullying was an issue across the sector and all Councillors were encouraged to step up and stand against any behaviour of this nature that may be witnessed. The recommended statement regarding respect would be added to the website and noticeboards.

Town & Parish Strategic Liaison Group– no update
Speedwatch – no update

FC141 **To review progress made against the Business Plan for 2021**
No update available.

FC142 **To discuss the upcoming Christmas Street Festival and consider criteria for cancelling in the event of increased COVID-19 cases or a winter lockdown**
Santa's Grotto was not being completed by the Holy Trinity PTA so this year it needs to be created and presents wrapped with helper Elves. Additional stalls were required so additional advertising required. A choir had been secured alongside the dancers and marching band.

9.20pm Mr Andy Burton joined the meeting.

FC143 **To receive a progress update on the Angela Fox Nature Garden and consider the phase 2 plans for submission to MSDC for S106 grant funding**
Plans for phase 2 had been discussed and shared with MSDC to obtain S106 funding towards the project. The temporary fencing would be moved from the centre of the garden to the top and rear ends to disguise the major clearance work required, whilst focus would be on improving the boundary along the right with the installation of pleached trees and border planting.

The fox sculpture would also be progressed,

FC144 **To discuss the transfer of land north of Buttinghill Drive from Taylor Wimpey to Cuckfield Parish Council**

Cllr Burton would visit the site to assess whether the outstanding work required to improve the site had been completed, as this would be necessary before handover could occur. Further discussion would take place at the next Planning meeting on 16th December 2021.

FC145 **To consider events for the Queen's Platinum Jubilee in June 2022 and to agree locations for planting the Queen's Green Canopy saplings**

Council understood a beacon would be lit by Cuckfield Bonfire Society, but agreed a street party be considered for the jubilee weekend. The Clerk would look into what would be required aside from a road closure and tables/chairs, and would establish whether there were any grants available for this.

Cllrs Podmore and Sheldon would assess how many trees would be required to be planted at Horsefield Green in support of the Queen's Green Canopy initiative. Trees would also be considered at the cemetery, and other green areas around the village.

FC146 **To consider the purchase of additional trees, shrubs and bushes at Horsefield Green and agree a budget**

Council resolved to purchase an additional 16 fruit trees for planting at Horsefield Green along with fruit bushes and hops. A budget of £1,000 was agreed.

FC147 **To consider the draft Virtual Meeting policy**

The policy was approved and adopted, with clarification that anyone joining the meeting would be required to use their camera if they wished to address the Council/Committee.

FC148 **To note the feedback received relating to the planning application to create 3 parking spaces to the front of Cuckfield Village Hall**

The feedback received from Preschool parents was noted. When determining the proposals for parking the Council had acted with the full support of Preschool throughout the process as they'd been included in all conversations regarding the plans. Furthermore the parking would be used by staff rather than parents which

would reduce potential traffic movements considerably.

- FC149 **To consider the proposal to create a standalone 'Visit Cuckfield' website**
Concerns were expressed that the estimate to build the 'Visit Cuckfield' website were too low to incorporate all the pages and information that would be required. A more detailed brief was recommended to ensure a clear understanding of what would be delivered was available. Cllr Sheldon would follow up.

FC150 **Confidential Business**

Council resolved to exclude the press, broadcast media and public (pursuant to the Public Bodies (Admission to Meetings) Act 1960) during consideration of the following confidential business to be conducted:

To consider the proposal from UKPN to relocate the power generator on Courtmead Road.

Council resolved to accept the proposal from UK Power Networks to relocate the generator to the road between Broad Street and Courtmead Road.

- FC151 **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 10.45pm

Signed _____

Future Meeting:
20th January 2022