



The Queen's Hall
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Cuckfield
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Parish Clerk: Sam Heynes
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Minutes of the Meeting of the Full Council held at 8.30pm on 16th June 2022

Present: Mr A Symonds (Chairman), Mrs A King, Mr S Oversby-Powell and Mrs C Potts

In Attendance: Mrs S Heynes (Parish Clerk)

Public Question Time: None

- FC034 To receive apologies for absence**
Cllrs Burton, Ceccherini, Dickie, Podmore, Sheldon and White offered their apologies which were accepted. As Cllr Burton (Chairman) and Cllr Sheldon (Vice Chairman) were absent, Cllr Symonds was nominated to chair the meeting.
- FC035 To receive declarations of interest from Members in respect of any matter on the agenda. The disclosure must include the nature of the interest. If you become aware, during the meeting, of an interest that has not been disclosed under this item you must immediately disclose it**
None.
- FC036 To approve the minutes of the Full Council meeting held on 5th May 2022 and the EGMs held on 19th May 2022 and 26th May 2022**
The minutes of the meetings held on 5th May, 19th May and 26th May 2022 were approved and signed.
- FC037 To receive reports from the District Councillor and County Councillor**
Neither Councillor was present at the meeting, no update was provided.
- FC038 To receive a verbal report from the Chairman**
Cllr Burton was absent so no report was provided.
- FC039 To note the Full Council Action List**
All actions were noted.
- FC040 To approve Bank Reconciliation Statements for April and May 2022**
The bank reconciliation statements were reviewed, approved and signed for Unity Trust and NS&I bank accounts.
- FC041 To review and approve the current year to date budget and expenditure for 2022-23**
The budget and expenditure for the year to date was reviewed and noted.
- FC042 To note and approve the Internal Auditor's Report**
The Internal Auditor's report was approved.

FC043 To ratify the recommendation made at F&GP Committee to approve the Annual Return for the year ended 31st March 2022, Section 1 – Annual Governance Statements 2021/22

Council reviewed and resolved to approve the Annual Return for the year ended 31st March 2022, Section 1 – Annual Governance Statements 2021-22.

FC044 To ratify the recommendation made at F&GP Committee to approve the Annual Return for the year ended 31st March 2022, Section 2 – Accounting Statements 2021/22

Council reviewed and resolved to approve the Annual Return for the year ended 31st March 2022, Section 2 – Accounting Statements 2021-22.

FC045 To review progress made against the Business Plan for 2022

This item was deferred to the next meeting.

FC046 To receive a progress update on the Angela Fox Nature Garden

A meeting was to be scheduled with the garden designers for a progress update. The garden was developing well, the next stage of plans would be discussed once the meeting was scheduled.

FC047 To review the Village Centre Action Plan and agree which recommendations to adopt, and which committee would take ownership

A new village map was suggested which included historical facts to share with visitors. Further development of the Visit Cuckfield website would be progressed.

A proposal to create a Cuckfield Flag based on the Cuckfield logo was made, to put up on the Broad Street Car Park flagpole.

FC048 To ratify the appointment of the new Communications & Admin Officer

The appointment of the new Communications & Admin Officer, Noemi Ripert-Forrest, was ratified by Council.

FC049 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 9.20pm

Signed _____

Future Meeting: 28th July 2022