



The Queen's Hall
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Parish Clerk: Sam Heynes
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Assets, Community & Environment Committee

Minutes of the meeting held at 8.15pm on Thursday 19th October 2023

Present: Mr A Symonds (Chairman), Mr A Burton, Mrs M Dormer, Mr R Gill, Mr A Podmore, Mr M Sheldon and Mrs J White

In Attendance: Mrs S Heynes (Clerk), Mrs A King, Mr S Oversby-Powell and Mrs N Ripert (Communications & Admin Officer)

Public Questions Time: None present

ACE017 To receive apologies for absence
Cllr P Ceccherini was noted absent.

ACE018 To receive declarations of interest
None

ACE019 To approve the minutes of the meeting held on 17th August 2023
The minutes of the meeting held on 17th August 2023 were approved and signed.

ACE020 To note the Action List
Noted

ACE021 Assets

i. **To consider the updated quote of £2,700 + VAT for repairs to the skate bowl**

The committee agreed to the quote, the Clerk was instructed to proceed with the repairs.

ii. **To receive a report outlining the number of burials from August – October 2023**

The committee noted and approved the burial report, outlining the urgent need to expand the burial capacity. It may be necessary to prevent pre-purchases of plots to residents outside of Cuckfield to slow down sales and prolong capacity.

iii. **To receive an update on the Cemetery maintenance**

The committee agreed the cemetery was well maintained in general and the dripping tap by the chapel needed to be fixed.

iv. **To note the repairs done on the Lychgate roof**

The committee noted the repairs completed on the Lychgate roof.

The timbers had large cavities which may require repair in the future.

Some damage was made to the adjoining property when the scaffolding was installed, which were repaired after the scaffolding was removed. The Kempe Trust had agreed to reimburse the cost of the repairs to the roof.

- v.. **To note the condition of the bench on London Road (between The Knowle and Bevan Bank) and consider whether a replacement should be purchased**

The Clerk requested a picture of the bench to be taken to confirm the extent of the damage and if whether it would need to be fully replaced, or a repair would suffice.

- vi.. **To receive an update on the allotments and to consider the request to improve security and access at Courtmead Road allotments**

Allotment inspections were carried out at the end of September at both sites, Whitemans Green and Courtmead Road. The allotment plots were well maintained in general and a couple of notices had been sent to remind tenants of the main rules. The apple trees on the orchard plot at the Courtmead Road site needed to be pruned. The committee considered and assessed the security situation at the Courtmead Road site that had been raised by a few tenants and agreed the gate needed to be repaired. The committee also noted the hedge along Trinity Twitten needed to be trimmed back.

ACE022

Community

- i.. **To receive an update regarding the Christmas Advent Window completion planned for December 2023**

The Clerk confirmed how many entries had been received so far and also encouraged the Councillors to take part. The event would be promoted further to gain more interest.

- ii.. **To receive an update regarding the Christmas Street Festival planning**

The Ariel Choirs, Marching Band and Irish Dance Group were booked for the event. Only eight stall entries had been received so far and it was agreed to promote the event further to gain more interest. Cllr Podmore had applied for a temporary road closure from 4.30pm to allow more time for cars to vacate the High Street and stalls to be set up. The Christmas streetlights were booked to be installed at the end of November. Will Faas had agreed to be Santa again.

- iii.. **To receive an update regarding Tea & Company**

The committee noted this event had grown in attendance and agreed to continue to run it and hoped that more people would attend as the winter months settled in.

- iv.. **To receive an update regarding the Cuckfield 2024 calendar**

The calendar proof was received and after careful examination it was agreed that some of the pictures needed to be changed as the resolution was not good enough. The bulk calendar order would be placed as soon as the calendar amendments were completed.

ACE023 Environment

i. To receive an update about the “Adopt a Verge” scheme.

Will Faas from Greener Cuckfield had applied for a planting licence for the rewilding project of the verges located at Longacre Crescent. The plan for this scheme was to become a community engagement project for the residents of Longacre Crescent to get involved with. The committee agreed that the seeds for the rewilding project would be purchased by the Parish Council to start with.

The committee noted that the other potential verges that could also be included in this scheme were the verges located at Barrowfield and outside the Wheatsheaf Inn.

ii. To consider the request from Zero Hour to support the Climate and Ecology Bill due for its second reading on 24th November 2023

The committee agreed to write in support of the Climate and Ecology Bill.

iii. To consider the updated 10 year Woodland Management Plan for New England Wood

The committee agreed to support the 10 year Woodland Management Plan for New England Wood.

ACE024 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

The committee proposed a new tree was planted to replacement recently removed ash tree which had die-back, Cllr Podmore would recommend an indigenous replacement.

The Clerk shared some updates after attending the Communications meeting at MSDC. Many trees in the District were suffering from Ash Dieback and would be removed over coming months, a replanting scheme would be undertaken to fill the gaps. The next update regarding the District Plan would be in January 2024, and disability grants were available from MSDC to help residents who required alterations done to their properties to enable them to remain living in their home for longer.

The Meeting closed at 9.23pm

Signed: _____

Next meeting: 30th November 2023