



The Queen's Hall
High Street
Cuckfield
West Sussex
RH17 5EL
01444 451610
01444 454276

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

Assets, Community & Environment Committee

Minutes of the meeting at 8.15pm on Thursday 30th November 2023

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

In Attendance: Mrs A King and Mrs N Ripert (Communications & Admin Officer)

Public Questions Time: None present

ACE025 To receive apologies for absence.

Cllrs Symonds and Ceccherini offered their apologies which were noted.

ACE026 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 course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it.)

None

ACE027 To approve the minutes of the meeting held on 19th October 2023 (previously circulated).

The minutes of the meeting held on 19th October 2023 were approved and signed.

ACE028 To note the Action List.

Noted

ACE029 Assets

i. To receive an update on the repairs due to be carried out on the Skate Bowl.

No further updates were available.

ii. To receive an update on the Cemetery maintenance.

The committee noted all the hedges had been cut back and the grass areas were looking good. Some graves were overgrown and were due to be trimmed back.

iii. To receive an update on the condition of the bench on London Road (between the Knowle and Bevan Bank) and consider whether a replacement should be purchased or should it be repaired directly by Cuckfield Parish Council.

The committee agreed that the Parish Council would organise the repairs to be carried out in house directly.

ACE030 Community

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

The committee noted that a map of the trail of Advent Windows had been created and advertised on the Parish Council Social Media.

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

Cllr Podmore shared there were less stall holders this year compared to last year. Unfortunately, the Marching Band cancelled their participation, but the Ariel Musicality choirs accepted to lead Santa down the high street instead. Help was needed to set up and decorate Santa's Grotto. Two snow machines were available for the event.

- iii. To receive an update regarding the sale of the Cuckfield 2024 Calendar.**

The committee agreed to have a stall at the Christmas Street Festival to sell the calendar and Cllr Gill volunteered to hold the stall. The committee noted the calendar would be sold also at the Local Market on Saturday 9th December. The committee agreed to order another 50 calendars.

ACE031 Environment

- i. To receive an update about the "Adopt a Verge" scheme.**

Will Faas received a planting licence for Longacre Crescent and some wildflower seeds had been planted in a few patches already. The committee noted that Longacre Crescent was to be the trial project for this scheme before expanding to other verges. The aim was to involve as many local residents to join in and help out as this scheme progressed.

ACE032 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 discussed that the Parish Council should go ahead with the planting of the tree at Barrowfields in honour of the coronation of King Charles.

The Meeting closed at 8:55pm

Signed: _____

Next meeting: 14th March 2024