



The Queen's Hall
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Parish Clerk: Noemi Rippert
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Assets, Community & Environment Committee

Minutes of the meeting held at 8pm on Thursday 30th January 2025

Present: Mr A Symonds (Chairman), Mr P Ceccherini, Mrs M Dormer, Mr D Morgan, Mr A Podmore and Mrs J White

In Attendance: Ms N Rippert (Clerk), Mrs K West (Communications & Admin Assistant), Mrs A King and Mr S Oversby-Powell

Public Questions Time: None present

- ACE025 To receive apologies for absence**
Cllrs Sheldon and Burton offered their apologies which were accepted
- 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 31st October 2024**
The minutes of the meeting held on 31st October 2024 were noted and approved.
- ACE028 To note the Action List**
The action list was noted
- ACE029 Assets**
- i. To receive an update on the Cemetery maintenance and to consider the proposed increase to the cemetery fees from 1st April 2025**
Committee noted that the box hedge had been removed and agreed to the proposed fee increase from 1st April 2025.
 - ii. To receive an update on the allotments**
The inspections of both allotments' sites were due to be carried out in February.
 - iii. To consider the replacement of the barbed wired fence between the Gable (Courtmead Road) and the observer field**
Committee agreed to investigate this issue further to establish and confirm where the boundary lied and considered to replace the fence once these details had been checked.

iv. To receive an update following the chapel inspection

Committee noted that the chapel was kept in good condition. The rent increase up to £1,000 annually was still to be agreed.

ACE030

Community

i. To consider the 27th April 2025 for the next Silver Sunday event

Committee noted the date of 27th April 2025 and further details will be shared nearer the time of the event.

ii. To receive an update on the progress of the Community Art Display

There were no more monthly themes, and any local artists were invited to present their art. The art displayed was now changed quarterly.

iii. To receive an update regarding the running of Tea & Company

The Tea & Company afternoon was still running its course successfully with the regular attendees.

iv. To consider the planning and organisation of the next Christmas Street Festival on 5th December 2025 in partnership with the events company

Committee noted the date and agreed that the events company should run the Christmas Street Festival again this year.

v. To note the next Skate Jam event on 15th April 2025

Committee noted the date for the next Skate Jam event on 15th April 2025.

vi. To consider the planning and organisation of the Summer BBQ/Picnic in the Park in partnership with the events company and the Rugby Club and agree a date in June or July 2025

Committee agreed that the summer picnic should be organised with the events company and the Rugby Club and the date was yet to be confirmed.

vii. To consider celebrations for VE Day 80th Anniversary 8th May,

<https://www.veday80.org.uk/>

Committee agreed to display the tommy figure in the village on VE Day and considered installing some bunting in the High Street. Cllr Symonds suggested that the bells should ring and agreed to speak to the vicar of Holy Trinity Church.

ACE031

Environment

i. To receive an update on the Biodiversity Action Plan for 2025-2030 and the Volunteer work parties on Parish Council sites

Cllr Podmore had updated the Biodiversity Action Plan and was due to set up a working group to put the plan in motion. Cllr Podmore was due to write an article to be published in Cuckfield Life to explain the plan and what actions were due to be taken. The Volunteer work parties were progressing well. The first event had taken place in December for the clearing of the pond at Horsefield Green. Work on the Newbury Pond was due to take place in February and a litter pick was organised for March. A bioblitz was planned for May to identify as many insects and bugs as possible living in the area.

ii. To consider the future maintenance requirements of the Daffodil Bank

Committee confirmed that the maintenance of the Daffodil Bank was not the Parish Council's responsibility.

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 hedge between the observer field and cemetery needed to be attended to.

The meeting closed at 8:51pm

Signed: _____