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## Minutes of the meeting of the Full Council Held at 8.30pm on Thursday 3<sup>rd</sup> April 2025

**Present:** Mr M Sheldon (Chairman), Mr P Ceccherini, Mrs M Dormer, Mrs A King, Mr S Oversby-Powell, Mr A Symonds and Mrs J White

**In attendance:** Ms N Ripert (Clerk) & Mr M Avery (District Councillor)

**Public Question Time:** Two representatives of the Tennis Club attended to support their grant application for the refurbishment of the Cuckfield Tennis Club.

**FC123 To receive apologies for absence**

Cllr Podmore offered his apologies which were noted and accepted. Cllr Burton was noted absent.

**FC124 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

**FC125 To approve the minutes of the Full Council meeting held on 23<sup>rd</sup> January 2025**

The minutes of the meeting held on 23<sup>rd</sup> January 2025 were taken as read and confirmed as a true record.

**FC126 To receive reports from District Councillors and County Councillor**

Apologies were received from Cllrs Knight and Bradbury. Cllr Avery attended and shared some updates. No further news was received from the Planning Inspectorate regarding the District Plan. The housing target numbers were due to increase from 1093 to 1356 with immediate effect, which skewed the five-year land supply.

The government issued their white paper on Devolution on 16th December 2024 that meant unitary authorities will be put in place and district councils will be abolished giving town and parish councils more powers. Elected mayors were to take responsibility for major services such as Fire Service, Social Care, Planning and other main services. The May 2025 WSCC elections were cancelled to be replaced by the May 2026 Mayoral elections for West and East Sussex. In May 2027 the election for the Unitary Authorities would take place becoming permanent in May 2028 resulting in the abolition of all District Councils.

The parking charges had been increased and extended till 8pm Monday to Friday and on Sundays and Bank Holidays in nearby towns. There were no charges applied to village car parks yet, but this was under consideration. The District Councillors were resisting all attempts to impose charges in villages.

Legal documents had been submitted to MSDC regarding CPC acquiring Courtmead Road Play Meadow and were still under consideration.

Traffic and speed management was an ongoing issue in Cuckfield and Cllr Bradbury had commissioned a Strategic Traffic Survey of Cuckfield Village to help provide a comprehensive view of what was achievable for which a steering group had been set up. The steering group was formed with Cllr Bradbury, Cllr Avery, Cllr White, Cllr Williams and

Mr A Tuck from WSCC Highways and the first meeting was due to take place on 10th April 2025.

Further discussions were due to take place regarding Hanlye Lane S106 monies and the handover of the open spaces to CPC.

The Cuckfield Recreation Ground car park extension plan was ready and would go ahead as soon as the funds became available.

Investigation and discussions were still ongoing with MSDC regarding CPC request to take over the Glebe Road Allotments that were owned by MSDC.

**FC127 To receive a verbal report from the Chairman**

No updates were available at this time.

**FC128 To note the Full Council Action List**

The action list was reviewed and noted.

**FC129 To approve Bank Reconciliation Statements for Unity Trust and CCLA accounts for January and February 2025 and for N&SI for January to March 2025**

Council reviewed and approved the bank reconciliation statements for Unity Trust and CCLA accounts for January and February 2025 and for NS&I for January to March 2025.

**FC130 To review and approve the current year to date budget and expenditure for 2024-25 (to 31<sup>st</sup> March 2025)**

Council reviewed and approved the budget and expenditure for 2024-25.

**FC131 To consider organising the annual village tidy up**

Council resolved to defer the organising of the annual village tidy up to the expertise of Greener Cuckfield who were already very actively involved around the village.

**FC132 To consider CPC involvement in the celebrations of the VE Day 80th Anniversary on 8th May 2025**

Council had not heard back from the Vicar at Holy Trinity Church who was organising the celebrations and therefore Council was not able to make a decision or confirm their support.

**FC133 To review and adopt the updated Model Financial Regulations following the changes made to 5.4, 5.7 and 5.11 in accordance with The Procurement Act 2023 and The Procurement Regulation 2024, which came into effect at the beginning of the month**  
Council reviewed and adopted the updated Model Financial Regulations.

**FC134 To receive feedback from the Annual Parish Meeting that took place on 27<sup>th</sup> March 2025**

Council noted that this year the Annual Parish Meeting was not as well attended as expected despite the efforts made to publicise the event. Council agreed the promotion of the Annual Parish Meeting should be extended to the local schools to help gain further interest from the residents.

**FC135 To receive an update on the organisation of the Summer Picnic 2025 scheduled for 20<sup>th</sup> July 2025 and to consider the quotes for the skatejam, portaloos, bins and security**

Council noted the organisation of the Summer Picnic was well under way and agreed to the quotes provided for the participation of the Skatejam, and for the provision of portaloos, bins and security. Cllr Dormer and Cllr Symonds confirmed their attendance and help on the day.

**FC136 To consider the opening times of the cemetery**

Council resolved to keep the times as they were with a notice that flexibility would be applied when required.

**FC137 To review the following grant applications and resolve whether to award the funds:**

- a. Application on behalf of Greener Cuckfield towards costs of materials for the

**fieldwork, expenses for running the volunteering events and other operating costs**

Council resolved not to award the grant as unfortunately CPC did not have enough budget allocated and agreed to reconsider the application in 6 months.

**b. Application on behalf of 4Sight Vision Support towards their specialist support to help people in Cuckfield Parish to continue leading independent lives, whilst living with sight loss**

Council resolved not to award the grant as unfortunately CPC did not have enough budget allocated and agreed to reconsider the application in 6 months.

**c. Application on behalf Cuckfield Lawn Tennis Club towards the costs of refurbishing the clubhouse**

Council resolved not to award the grant as unfortunately CPC did not have enough budget allocated and agreed to reconsider the application in 6 months.

**FC138 To consider the chapel rent increase and renewal of the lease**

Council had agreed previously that the rent should be increased but had failed to communicate the information, therefore council resolved to renew the lease for the period of August 2024 to 2025 at the current rate and agreed to apply the increase for the rent period of August 2025 to 2026 to £1,000 annually. Notice of this increase was to be given immediately.

**FC139 To consider increasing the allotments annual rent for the year 2026-27**

Council agreed to the annual allotments rent increase for the year 2026-27.

**FC140 To consider and review the awarding grants policy for 2025-26**

Council agreed that the Clerk should review the content and wording of the grants policy to confirm that the budget for grants was limited and only modest amounts were to be awarded.

**FC141 To consider the proposition made to purchase a parcel of the Observer Field**

Council agreed that they were not in a position to discuss this as CPC was in legal discussion with the neighbours. Council also noted that CPC had no plans to sell any parcel of the Observer Field as this area was already designated for the use of future burials.

**FC142 Confidential Business:**

**To consider whether to resolve 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.**

**a. Hirer complaint**

Council regretfully declined the hirer's request.

**FC143 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 Clerk raised a concern that the summer wedding bookings were low this year and suggested to organise a summer promotion. This item was to be added to the next Full Council meeting in May for further discussion.

Meeting closed at 10:35pm

Signed: \_\_\_\_\_

**Future Meeting:**

1<sup>st</sup> May 2025