



The Queen's Hall
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Cuckfield
West Sussex
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Noemi Ripert: Parish Clerk
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Minutes of the meeting of the Full Council Held at 8.30pm on Thursday 28th August 2025

Present: Mr M Sheldon (Vice Chair), Mr P Ceccherini, Mrs M Dormer, Mrs A King, Mrs A Kyle, Mr S Oversby-Powell, Mr A Podmore, Mr A Symonds and Mrs J White

In attendance: Ms N Ripert (Clerk), Mrs K West (Communications & Admin Officer), Mr M Avery (District Councillor)

Public Question Time: A representative from the New England Wood Trust presented a plan to purchase a parcel of land that had recently become available adjacent to New England Wood. The Trust expressed its commitment to preserving and protecting the natural environment of the area.

Residents of Courtmead Road were also in attendance and raised their concerns and objections regarding the first registration application submitted to HM Land Registry by CPC. The residents highlighted issues related to land ownership, community access, and the potential impact on the local environment and public rights.

FC050 To receive apologies for absence

Cllr Burton offered his apologies, which were accepted.

FC051 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

FC052 To approve the minutes of the Full Council meeting held on 12th June 2025 and the EGM held on 7th August 2025

The minutes of the meetings held on 12th June, and 7th August 2025 were taken as read and confirmed as a true record.

FC053 To receive reports from District Councillors and County Councillor

Cllr Avery attended the meeting and shared an update regarding the Mid Sussex District Plan. MSDC received a letter from the Planning Inspectorate regarding the District Plan Reg.19 submission. The target housing numbers per year increased from 1093 to 1356 with immediate effect. This meant that MSDC could not demonstrate a five-year land supply, and a 20% buffer was required as opposed to the current 5%. This was to come into force in July 2026 but should not affect the District Plan.

The proposed development at Ansty Farm (Cuckstye) was likely to be recommended for approval by the Planning Officers. Several meetings took place with both Ansty and Cuckfield Councillors to discuss tactics. This development was likely to be discussed at the District Planning Committee meeting on 16th October 2025.

No further updates were available on the other discussion points.

FC054 To receive a verbal report from the Chairman

No report was available.

FC055 To note the Full Council Action List

The action list was reviewed and noted.

FC056 To note the signed External Auditor's Report to accompany the Annual Governance and Accountability Return for the year ended 31st March 2025

Council noted and approved the signed External Auditor's Report to accompany the Annual Governance and Accountability Return for the year ended 31st March 2025.

FC057 To approve Bank Reconciliation Statements for NS&I account for June and Unity Trust and CCLA accounts for June and July 2025

Council reviewed and approved the bank reconciliation statements for NS&I account for June and for Unity Trust and CCLA accounts for June and July 2025.

FC058 To review and approve the current year to date budget and expenditure for 2025-26 (to 31st July 2025) and to consider guidelines for replenishment of reserves for future purchases

Council reviewed and approved the current year to date budget and expenditure for 2025-26. Council agreed to remove the budget allocated for the SIDs for this year whilst still investigating the best option.

FC059 To consider the quote from Wessex IT to review the IT support provided, upgrade to windows 11, including the replacement of one laptop

Council agreed to the quote from Wessex IT.

FC060 To consider and adopt the council and committee meetings dates for 2026-2027

Council agreed to the council meetings dates for 2026-2027.

FC061 To consider changing solicitors

Council discussed the possibility of appointing a more local firm of solicitors. However, Council resolved not to proceed with any changes at this time, as it was deemed inappropriate to consider altering legal representation while current legal matters remained under investigation.

FC062 To consider the renewal quote received from Business Stream

Council agreed to the quote from Business Stream.

FC063 To consider any parent of a child interred in a grave when no Exclusive Rights of Burial (ERB) has been purchased/issued to be allowed to purchase an ERB at half the cost

Council agreed to the proposition, with the understanding that it will be applied at the discretion of the Burial Registrar.

FC064 To review the following grant applications and resolve whether to award the funds:

- a. **Application on behalf of Citizens Advice in West Sussex to continue to support local residents allowing them to better access their civil rights and what they are entitled to.**

Council resolved not to award any grant at this time.

FC065 To consider extending the contract with Mulberry Local Authority Services Ltd to complete the internal audit for the financial year 2025/26 and onwards

Council agreed to extend the contract with Mulberry Local Authority Services Ltd to complete the internal audit for the financial year 2025/26 and onwards.

FC066 To receive an update on the wedding fayres

Council noted that all marketing materials for the wedding fayres had been prepared and received, and that everything was in place for the CPC stall at the Burgess Hill Wedding Fayre on 14th September.

FC067 To receive an update on the official opening of the AFNG

The opening of the Angela Fox Nature Garden was scheduled for 28th September 2025 at 3pm, and council agreed to prepare an A4 plaque to be presented on the opening day.

FC068 To consider the quotes for the 2026 Cuckfield Calendar

Council resolved not to produce the 2026 Cuckfield calendar due to a lack of interest and budget restrictions.

FC069 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. Staff matters

Council resolved to approve a two-hour increase in the Burial Registrar's weekly working hours.

Cllr Symonds agreed to deal with another staff matter.

b. Council Assets

Council resolved to instruct CPC solicitors to proceed with the proposed without prejudice resolution concerning the issue at the Observer Field.

After concerns were raised by the Courtmead Road residents, Council resolved to instruct CPC solicitors to withdraw the first registration application to Land Registry with immediate effect and requested to receive evidence this had been done within two working days.

FC070 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 10:41pm

Signed _____

Future Meeting:

23rd October 2025