



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

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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 2nd April 2026

Present: Mr A Burton (Chair), Mrs M Dormer, Mrs A King, Mrs A Kyle, Mr A Podmore, Mr M Sheldon and Mrs J White

In attendance: Ms N Ripert (Clerk) and Mr J Knight (District Councillor)

Public Question Time: None

FC128 To receive apologies for absence

Cllrs Ceccherini, Oversby-Powell and Symonds offered their apologies which were accepted.

FC129 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

FC130 To approve the minutes of the Full Council meeting held on 15th January 2026

The minutes of the Full Council meeting held on 15th January 2026 were approved and signed.

FC131 To receive reports from District Councillors and County Councillor

Apologies were received from Cllrs Avery and Bradbury.

Cllr Knight attended the meeting and provided updates from MSDC, including an update on the Cuckstye appeal, noting that the MSDC defense was expected shortly.

Cllr Knight confirmed that the WSCC elections were going ahead and that the Purdah period had commenced. He also informed the Parish Council that Cllr Bradbury was standing down after 19 years of service.

FC132 To receive a verbal report from the Chairman

Cllr Burton extended his thanks to Cllr Bradbury for his 19 years of service at WSCC and for his ongoing support to the Parish Council over the years.

Cllr Burton congratulated the office team on organising a successful APM.

Cllr Burton also provided a further update on the Cuckstye appeal, confirming that significant work was taking place behind the scenes, including the preparation of the statement of case and the assembly of an expert panel.

FC133 To note the Full Council Action List

The action list was reviewed and noted.

FC134 To approve the Bank Reconciliation Statements for Unity Trust and CCLA accounts for January and February 2026 and the NS&I accounts for January to March 2026

Council reviewed and approved the bank reconciliation statements for Unity Trust and CCLA accounts for January and February 2026 and for the NS&I accounts for January to March 2026.

FC135 To review and approve the current year to date budget and expenditure for 2025-26 (to 31st March 2026)

Council reviewed and approved the current year-to-date budget and expenditure for 2025-26.

FC136 To review progress against the business plan for 2025-2027 and consider the projects Council wants to action in 2027

Council agreed to focus on pushing the communication strategy further and to continue developing the new CPC website.

FC137 To receive feedback from the Annual Parish Meeting that took place on 26th March 2026

Cllr Burton congratulated the office team on organising a successful APM. Council noted that the new format, which included a panel of councillors answering questions, was a success and that all speakers were positively received. Cllr Burton suggested that all local sporting clubs be invited to attend at the next APM in 2027.

FC138 To receive an update on the donation proposal to CPC of the pond at Ardingly Road/Hanlye Lane junction

No further updates were available at this time. Cllr Podmore confirmed that clarity regarding the boundary was required before progressing with the donation of the pond. It was suggested that the boundary information should be obtained from Land Registry.

FC139 To note the updated Financial Risk Assessment at 31st March 2026

Council noted the updated Financial Risk Assessment as at 31st March 2026. The Clerk was instructed to investigate whether implementing a business continuity policy would be beneficial and to follow up with the parish council's IT system provider regarding the measures in place in the event of a system failure.

FC140 To receive an update on the proposed Cuckstye development and to ratify the professional advice arrangements made for this appeal

Council noted that significant work in relation to the Cuckstye appeal was taking place behind the scenes, including the preparation of the statement of case and the assembly of an expert panel. Council ratified the professional advice arrangements put in place to support the Cuckstye appeal.

FC141 To ratify the instruction of LHLA and costs associated for the preparation of a Proof of Evidence and acting as Expert Witness on Landscapes Matters for this appeal

Council ratified the instruction of LHPA and the costs associated.

FC142 To ratify the annual burial fees increase of 3% in line with the inflation rate from 1st April 2026

Council agreed to the annual burial fees increase from 1st April 2026.

FC143 To review the following grant applications and resolve whether to award the funds:

a. **Application on behalf of Cuckfield Cosmos Football Club to help fund a trip for the Under-11 to Karlstadt-am-Main (Cuckfield's twin town) in Germany for a weekend of football and cultural exchange.**
Council resolved not to award a grant on this occasion.

b. **Application on behalf of St. Catherine's Hospice towards the running costs.**
Council resolved to award a grant of £200 to St Catherine's Hospice.

FC144 To note the update to the awarding grants policy for 2026-27

Council noted the update to the awarding grants policy for 2026-27.

FC145 To consider the Firestory Events Ltd quote proposal for the organisation of the next Christmas Street Festival

Council considered the quote submitted by Firestory Events Ltd and agreed to proceed on that basis.

FC146 To consider the quotes proposed for the High Street Christmas lighting scheme for 2026 and onwards

Council considered all quotations submitted for the next High Street Christmas lighting scheme. It was resolved to proceed with Blachere Option A for a period of four years. Council also requested a detailed proposal of the scheme, including the number of garlands and stars to be installed at each crossing.

FC147 To receive an update on the organisation of the Summer Picnic 2026

Council noted the good progress made in organising the Summer Picnic. All stalls had been booked, along with the entertainment, including Band of Dads. A meeting had been held with the Rugby Club and preparations were well underway. Marketing of the event had also commenced.

FC148 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. Recruitment update

The Clerk reported that several interviews had been conducted and a shortlist of candidates had been selected for a second interview. The Clerk also confirmed that the TUPE process had been completed and the cleaners had been successfully onboarded.

FC149 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 9.38pm

Signed _____

Future Meeting:

7th May 2026