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Parish Clerk: Sam Heynes
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Assets, Community & Environment Committee

Minutes of the meeting held at 8.30pm on Thursday 14th March 2024

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

In Attendance: Mrs N Ripert (Communications & Admin Officer), Mrs A King and Mr S Oversby-Powell

Public Questions Time: None present

ACE033 To receive apologies for absence.

Cllrs Ceccherini, Podmore and Sheldon offered their apologies which were noted.

ACE034 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.

ACE035 To approve the minutes of the meeting held on 30th November 2023 (previously circulated).

The minutes of the meeting held on 30th November 2023 were approved and signed.

ACE036 To note the Action List.

Noted.

ACE037 Assets

i. To receive an update on the Cemetery maintenance.

The committee noted the latest burial report for 2023-24 and agreed the cemetery was in great shape and appreciated how well the Laurel bushes had been cut back. Although the graves were well maintained, the committee raised their concerns that parishioners and family members still left too many items on the gravestones and should be reminded of the rules and what was permitted.

ii. To note the progress of the repairs to the bench on London Road (between the Knowle and Bevan Bank).

The repairs were well underway, and the bench had been repainted. Cllrs Symonds and Sheldon were to put the bench back together in the coming week.

iii. To receive an update on the allotments.

The allotments inspection had been completed at both sites, Whitemans Green and Courtmead Road and overall, the plots were well maintained, and most tenants were getting ready for the new cultivation season. One plot had become available at Whitemans Green and was due to be taken over in the coming days, two other plots also became available at Courtmead Road and had already been transferred to new tenants.

ACE038

Community

i. To consider the request for the £102 proceeds of Santa's Grotto (Christmas Street Festival 2023) to be paid to Cuckfield Society.

The committee voted in favour of transferring the Santra's Grotto proceeds left to Cuckfield Society once the expenses incurred by Cuckfield Parish Council were reimbursed.

ii. To note the results of the survey to rename the Buttinghill site Ivy's View (63% of the total vote) and consider how to proceed with publicising this.

The committee noted the results and agreed that a piece about Ivy's View should be written and published in the Cuckfield Life April issue and would also be publicised at the Annual Parish Meeting.

iii. To receive a progress update on the planning of Silver Sunday booked for Sunday 28th April 2024.

The planning of Silver Sunday was well in hand with confirmation that there were enough volunteers to help on the day of the event. 20 people were already booked to attend and this year the entertainment was to be led by Tony Elphick.

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

The committee was pleased to note there was currently a core of 6-7 regulars who were attending the Tea & Company session weekly and hoped to use the garden as soon as the weather improved.

v. To consider when to plan the next Skate Jam session.

The committee noted and agreed to the next Skate Jam session to be organised for Tuesday 23rd July 2024.

vi. To consider whether to organise a summer picnic at Whitemans Green.

The committee noted the big success of last year's event and considered the feasibility of organising a summer picnic this year and concluded that unfortunately it was not viable to plan and organise a picnic for this summer. The committee agreed to consider hiring an events assistant to oversee and manage the organisation of events on an ad hoc basis such as the Christmas Street Festival and the summer picnic at Whitemans Green, and other isolated events held throughout the year.

ACE039

Environment

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

No further updates were available - The "Adopt a Verge" scheme was to become part of the BAP if agreed.

ii. To review the report proposing a Biodiversity Action Plan (BAP).

The committee noted the report and agreed to go ahead with the BAP.

- iii. **To note the complaint received about the location of the Oak Tree that was recently planted at the entrance of Polestub Lane in commemoration of King Charles III's coronation.**

The committee noted the complaint and considered whether to relocate the Oak Tree. A vote was held - two members were in favour of keeping the tree in position and three members were in favour of moving it to another location. The committee agreed to add this item to the next agenda to confirm the relocation of the Oak Tree.

- ACE040 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

The Meeting closed at 9.25pm

Signed: _____