

# CUCKFIELD PARISH COUNCIL

Queen's Hall, High Street, Cuckfield, RH17 5EL



To the members of **Cuckfield Parish Council**

You are hereby summoned to attend an extraordinary meeting of the Parish Council in the Queen's Hall at **8.15pm** on **Thursday 25<sup>th</sup> April 2019** to transact the following business:

## AGENDA

- 1) To receive apologies for absence.
- 2) 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.
- 3) Public Question Time: Members of the public are invited to put questions or to draw relevant matters regarding items on the agenda to the Council's attention for ten minutes prior to the commencement of business.
- 4) To consider the adoption of the following policies (attached):
  - Policy 8: Late Payments and Bad Debts
  - Policy 10: Minimum Reserves
  - Policy 11: Internet Data (Cookies)
  - Policy 12: Co-option
  - Policy 13: Health & Safety
  - Policy 20: Grants
  - Policy 21: Internal Privacy Notice
  - Policy 22: Subject Access Request (Council)
  - Policy 23: Data Protection Training
  - Policy 24: General Privacy Notice (Website)
  - Policy 31: CCTV
  - Policy 33: Breach Notification
  - Policy 34: Habitual or Vexatious Complaints
  - Policy 35: Memorial Benches
- 5) 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:

  - i) To consider the recommendations made in the recent Workload and Staff Review for Cuckfield Parish Council (previously circulated).
  - ii) To consider adoption of the Scheme of Delegation (attached).
- 6) 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.

*Paul Mantripp*

Chairman of the Parish Council, 16 April 2019