

CUCKFIELD PARISH COUNCIL

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



To the members of the Full Council

You are hereby summoned to attend the next meeting of the Parish Council in the Queen's Hall at **8.15pm** on **Thursday 23 April 2020** to transact the following business:

AGENDA

To join this meeting please use the following link: <https://us02web.zoom.us/j/86831113404>

Please contact clerk@cuckfield.gov.uk if you would like the meeting passcode to enable you to join this meeting.

- 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 approve the minutes of the meeting held on 20th February 2020.
- 5) To note any matters arising from the minutes not included elsewhere on the agenda.
- 6) To note the Full Council actions list (attached).
- 7) To receive reports from the District Councillor and County Councillor.
- 8) To receive a report from the Chairman.
- 9) To review progress made to date against the Business Plan (attached).
- 10) To receive a report on the year to date finances and current reserves and approve the bank reconciliation statements for February & March 2020 (attached) (both NS&I and Unity Trust bank accounts).
- 11) To receive an update on the proposal for a temporary one-way system along London Lane during the Balcombe Road, Borde Hill Lane and Hanlye Lane road closures in June 2020.
- 12) To receive an update regarding the land adjacent to the Queen's Hall garden:
 - i) Ratify approval of the 25-year lease of the land (to follow)
 - ii) Ratify approval of the installation of fencing to secure the site at a cost of £1,995 + VAT
- 13) To review and approve the Museum premises lease (previously circulated).
- 14) To consider offering grants to groups assisting with COVID-19 response (foodbanks, local charities or voluntary groups) under the general power of competence.
- 15) To ratify the recommendations received from P&S Gallagher regarding management of the Cemetery during the COVID-19 lockdown period (attached).
- 16) To review a report on refurbishing the churchyard paths in brick, appoint a contractor and approve proceeding with the application for a faculty from the Diocese (attached).
- 17) To consider the proposed revised Committee structure and schedule for 2020-21 (attached).
- 18) To consider the proposal for a 'Slow Down' poster competition for display around the village (attached).

- 19) To consider the proposal for a new supplier of Christmas Lights for Cuckfield for Christmas 2020 (to follow).
- 20) To consider implementation of the weekly £6 work from home allowance payment for Parish Council staff for the duration of lockdown (Parish Clerk, Assistant Clerk and Admin Assistant).
- 21) 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.
- 22) 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.

Caroline Hansen, Assistant Clerk, 17 April 2020