

# CUCKFIELD PARISH COUNCIL

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



## Minutes of the Meeting of the Full Council held at 7.30pm on 22<sup>nd</sup> February 2018

**Present:** Mr N Page (Chair), Mr A Burton, Mrs M Dormer, Mrs A King, Mrs F Laing, Mr C Mercer, Mrs J Notaras, Mr S Oversby-Powell, Mr M Sambrook

**In Attendance:** Mrs S Heynes (Clerk)

### **FC111. Apologies**

Apologies were received from Mr P Mantripp.

### **FC112. Declarations of Interest**

Mr Oversby-Powell declared an interest in items FC124 a), b) and c) due to holding an allotment.

### **FC113. Public Question Time**

None present.

### **FC114. To approve the minutes of the Full Council meeting held on 7<sup>th</sup> December 2017**

The minutes of the meeting held on 7<sup>th</sup> December 2017 was taken as read and confirmed as a true record.

### **FC115. To receive a report regarding any matters arising from the minutes not included elsewhere on the agenda**

There were no matters arising.

### **FC116. To receive the report from the County Councillor**

Cllr Pete Bradbury attended the meeting and provided an update.

#### 2018-19 Budget

Cllr Bradbury advised that WSCC had agreed an increase of 4.95% to Council Tax, and MSDC had agreed an increase of 3.2%. The Police Commission had agreed a £5 per year increase.

It was advised to contact MSDC if assistance with the new requirements for GDPR was required.

At this week's CLC meeting there had been a large representation of parents and students of Woodlands Mead School in Burgess Hill, protesting about the removal of land from the site, which would mean the additional building to house students aged 14-19 would no longer proceed.

Future of Courtmeadow Site – The Cabinet Member for Finance was actively looking at this site, Cllr Bradbury would be writing to him next week with suggestions for use. Cuckfield Parish Council reiterated that it would like to see the proposals outlined in the Neighbourhood Plan put into place.

The District Plan continues; significant objection had been made to the proposed strategic site at Hassocks. Mr Bore had held a further hearing to hear the views of Hassocks residents, which took place a couple of weeks ago. The final outcome for the District Plan was due in March 2018.

Golf Course Landfill – The current position of this was that they were no longer planning to proceed with their proposal.

Northern Arc road access had being raised. Cllr Bradbury advised of the proposals to dual carriageway the A2300, but that this would cost millions of pounds and a redesign. He also stated he hoped a good east to west access road would be built through the Northern Arc development, which would direct traffic to the A2300.

West Sussex County Council had recently awarded a new Highways Contract.

The accident rate on Hanlye Lane had increased to approx 1 per week; the Highways Team would investigate this. It had been observed that a large amount of mud debris had been left on the road over recent weeks, leading to a query being raised regarding the adequacy of the wheel washing at the Penland Farm development. Cllr Bradbury advised a communication was send to MSDC regarding this. It was felt that the risk to pedestrians and traffic was rapidly increasing.

**FC117. To receive a report from the Chairman.**

Cllr Page acknowledged that this was his final meeting as Chair of the Council. The Code of Conduct had been shared with all Councillors, and all Councillors were encouraged to read this again in preparation for the next Council year.

**FC118. To note actions of the following committees:**

- a. **Community Buildings Committee**  
There was nothing new to report since the last meeting, other than that the formal communication had been made to Preschool regarding the updated hire rates.
- b. **Environment & Wellbeing Committee**  
Buses - Handcross Bus Company had requested a forecast of the number of potential users of their proposed Friday afternoon return service to Haywards Heath. A news item had been submitted to Cuckfield Life asking for feedback in the March edition.

Awaiting the decision regarding the grant application for the commemorative installation, which was expected mid March.

Observer Field – the sheep had been unable to graze this year due to the insecure gate. This will be remedied this year.

Two applications had been received for the vacant grounds person role. Interviews to be arranged.

The mowing regime was to be reviewed for the coming year, and the health of the trees in the cemetery would be assessed.

c. **Finance Committee**

The precept for 2018-19 had been submitted.

d. **Planning Committee**

No significant applications had been received. A response to the Tyler's Green application response was due. The review of the Neighbourhood Plan's monitoring report was overdue, once completed it would be added to the website.

e. **Roads and Traffic Committee**

Speed watch started this week, 5 people had been caught speeding and had all been reported. The highest speed tracked was 42mph. Photos of the Speed Watch team would be taken and included in an article for Cuckfield Life and also added to the website. A suggestion was made to invest in 'You are entering a Community Speedwatch Zone' signs for the entry points of the village.

An unexpected invoice of £891 had been received for remedial work and inspection of the Ardingly Road zebra crossing. The Clerk will attempt to recover from S106 funds.

Sussex Housing were planning to take over the street lighting on Old Park Close.

f. **Estates Committee**

Work on a management plan for Horsefield Green was in hand. Cllr Burton reported that some logs had been removed from the site, and that a resident had questioned this. It was acknowledged that stakeholder engagement with the residents was required to create a future partnership. The Clerk was instructed to request a copy of the final version of the TP1 that the solicitor had sent to the Land Registry.

Cllr Bradbury left at 8.34pm.

**FC119. To review and adopt the proposed revised Standing Orders for Cuckfield Parish Council**

The Standing Orders were adopted with one minor amendment to be made; the Clerk was instructed to change the timing of the APM to say it would start no earlier than 6.30pm.

**FC120. To receive a presentation from ISOC regarding their request for the Parish Council to support public insurance costs for charity events**

Kate Horne of ISOC made a presentation to the Council regarding ISOC and their purpose, and explained the consequence of having to cover the insurance costs for the Cuckoo Fair and Mayor's Procession themselves. As this would take away the funding for the benefit of the village, they have requested assistance from the Parish Council in covering these costs.

The Clerk was instructed to contact the Parish Council Insurance Company to establish whether it would be possible to legally insure these events under our policy.

Cllr Laing and Cllr Notaras have formed a working party to look into potential options available alongside the Clerk, these will be presented at the next Full Council meeting.

Kate Horne left the meeting.

**FC121. To receive an update regarding the WW1 anniversary event**

Plans were in hand to hold a concert, CDS were performing a show, a film was to be shown and the beacon on Whitemans Green would be lit. The Parish Council had been asked to formally add our name to the list of Parish Councils who were supporting the event, which Council resolved to do. The Clerk was instructed to proceed with this.

**FC122. To review the APM preparation and agree the draft Chairman's report**

Thanks were expressed to those Councillors who had responded with their contributions, Cllr Oversby-Powell was confident it would be prepared in time for the APM next week. All the display boards would need to be in place by 6pm at the back of the hall, and a table had been requested for Cllr Bradbury and Cllr Salisbury to sit at. Name labels would be produced for all Councillors and staff present. All Councillors were requested to leverage their networks to ensure maximum notice of and attendance at the APM. SID would be present at the meeting, and if possible the speed watch equipment also. The Clerk was instructed to invite Cuckfield Life to the APM to cover the event for the magazine.

**FC123. To complete the Health & Wellbeing Questionnaire on behalf of SALC**

The Clerk was instructed to complete the questionnaire.

**FC124. Environment and Wellbeing Committee:**

- a) To ratify the proposed allotment annual rent increases and effective dates;  
The £1 per rod per year increase for 3 years, effective 1<sup>st</sup> April 2019, was ratified.
- b) To receive financial evidence to support a further review of allotment rent after three years and to agree the position on subsidy and future management options;  
This was not possible at this time, and was deferred to after the final increase had been made on 1<sup>st</sup> April 2021.
- c) To receive a report to make provision in the E&W budget for 2018-19 to undertake clearance work and marketing of plots;

The annual budget for the E&W committee had already been set as part of the Precept planning.

- d) To consider a proposal that the Environment and Wellbeing Committee incorporates the future management of Horsefield Green into its Terms of Reference;  
Council resolved to form a working group to determine the equipment required for use across the sites, and maintenance plan. Cllr Dormer, Cllr Burton, Alex Bull, Cllr Oversby-Powell all agreed to form a working part, the Clerk was instructed to invite Cllr Mantripp. The report was requested for presentation at the next Estates meeting on 29<sup>th</sup> March 2018. The Clerk was instructed to investigate whether the current contractors could continue on a monthly basis for the interim period.
- e) To ratify holding five Crafts and Vintage Markets at the Queen's Hall during 2018; Council ratified this event.
- f) To consider the proposal to improve the Holy Trinity Church Vestry steps; Council reviewed the proposals and made no comment.
- g) To consider the request to arrange cleaning of the War Memorial in Cemetery. The Clerk was instructed to contact P&S Gallagher to ask if they could recommend the best option for cleaning.

**FC125. Matters Arising**

The European Association have requested permission to install a display case which shows plaques received from Cuckfield's twin towns of Aumale and Karlstadt, together with a brief history of the European Association. Council had no objections to this.

Meeting closed at 9.38pm.

Signed \_\_\_\_\_