



The Queen's Hall  
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Cuckfield  
West Sussex  
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## Minutes of the Meeting of the Full Council held at 8.15pm on 10 October 2019

**Present:** Mr A Burton (Chairman), Mrs J Butler, Mr John Dickie, Mrs Andrea King, Mr S Oversby-Powell, Mr A Podmore, Mr C Mercer, Mr M Sheldon and Mr A Symonds

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

### **FC094 Apologies**

Mrs Schan-Martyn provided apologies.

### **FC095 Declarations of Interest**

None.

### **FC096 Public Question Time**

None.

### **FC097 To approve the minutes of the Full Council meeting held on 29<sup>th</sup> August 2019.**

The minutes of the meeting held on 29<sup>th</sup> August 2019 were taken as read and confirmed as a true record.

### **FC098 To note any matters arising from the minutes not included elsewhere on the agenda**

There were no matters arising.

### **FC099 To note the Full Council action list**

No grants available for the pathways.

### **FC100 To receive written reports from the County and District Councillors**

#### **Councillor Bradbury, West Sussex County Council reported:**

- The current Leader of WSCC, Louise Goldsmith, had resigned as a result of the continued deterioration of the children's service. A new leader would be elected at the Council meeting on 18th October 2019 in Chichester. Cllr Bradbury would circulate the outcome once known, the meeting would be available to view as a webcast at <https://westsussex.public-i.tv/core/portal/home>. It was likely that changes to the Cabinet will also be forthcoming, again an update would be provided in due course.
- Northern Arc. A further briefing from senior officers at MSDC had been received Cllr Bradbury had again reiterated his concerns about the traffic impacts from the development, both during the construction phase, which will take about 12 years to complete, and thereafter. He would continue to work to improve mitigation measures and would welcome any input to this from CPC.
- London Lane. A meeting had been scheduled to discuss traffic matters further

for 23<sup>rd</sup> October 2019.

- Penland Farm. Cllr Bradbury was trying to establish what the start date would be and would update when a firm timetable was available. He was conscious that catering businesses affected needed information to schedule future bookings for weddings and similar large events. In the meantime, he had arranged for the Clerk to be invited to future liaison meetings.

**Councillor Salisbury, Mid Sussex District Council reported:**

- Denning Place. MSDC Officers had visited the site and met with the owner. There were two primary matters – one related to the gates at the front of the site. These required planning permission (and none had been granted) and would appear contrary to policy. Therefore, MSDC were likely to pursue enforcement action in relation to the gates. Secondly, further means of enclosure had been erected within the site which obscured views to the north. During the appeal the Inspector had not withdrawn permitted development rights and therefore planning permission was not required for the erection of the means of enclosure. MSDC were looking at other means of addressing the impact but they may not be able to take enforcement action in respect of the means of enclosure. With respect to the pursuit of an Article 4 Direction upon the land, this would need to be considered by our Planning Policy Team and could not be retrospectively applied to this development.
- Cuckfield Golf Course. MSDC had been monitoring the site and as previously advised, the drainage works that had been carried out would not require planning permission and therefore there was no breach of planning control where MSDC could intervene, subject to removal of the track upon completion of the works. The latest photos provided appeared to show more works than previously observed. MSDC were re-visiting the site and would reassess their position following their visit.

**FC101 To receive a report from the Chairman**

Noted the MSDC Site Allocation Document consultation was open and expressed dismay at the lack of communication from MSDC regarding Buttinghill.

Bookfest had taken place the previous weekend and had been a tremendous success. Feedback included that the organisers would like a green room for use by the authors/speakers prior to their time slots. Also, the public WIFI was not sufficient for the volume of people present at the weekend. Suggestions made were to remove the notices around the hall to reduce the users of the public WIFI, and also to investigate whether the balance of the WIFI provision could be adjusted for the Bookfest weekend in future.

New England Wood Trust have requested to use the Queen's Hall as their registered address. The Clerk would research this and add this item to a future agenda for discussion.

**FC102 To receive a report on the year to date finances and current reserves and approve the bank reconciliation statements for August and September 2019 (both NS&I and Unity Trust bank accounts)**

The report and bank reconciliation statements, previously circulated, were approved.

**FC103 To consider the grant applications received up to 30<sup>th</sup> September 2019**

Council resolved to approve the grant application made by Cuckfield Preschool for 2020-21. It was proposed to make the payments at the start of each term (3 times per year). The Clerk was instructed to write to the Chairperson to advise the outcome.

- FC104 To receive an update regarding the Feather Bench Ceremony on 28<sup>th</sup> September 2019**  
An excellent turnout for the ceremony with over 90 people present. The Chairman expressed his thanks to all involved, to Cllr Symonds for being Master of Ceremonies and to Cllr King and Mrs Dormer for co-ordinating the event.
- FC105 To receive an update regarding the Silver Sunday Wine and Cheese event on Saturday 12<sup>th</sup> October**  
The event was going ahead, although not many RSVPs had been received. Cllrs Butler, King, Podmore, Sheldon and Symonds were available to assist. Name badges to be prepared and made available.
- FC106 To receive an update regarding AIRS Village Week, 20-26 January 2019**  
The Thursday would be a photographic display of the history of the Queen's Hall which would remain in place through Friday. The Working Party had contacted the regular hirers to see if anyone wanted to offer free taster sessions during the day. Saturday would be an open morning where everyone who used the hall would have a stall to advertise their services.
- FC107 To receive an update regarding the Christmas Street Festival**  
12 applications for stalls had been received so far, and another 12 or so had expressed an interest in having a stall. The event was advertised on Facebook and the website, and a new poster had been created. The next Working Party meeting was scheduled for 17<sup>th</sup> October 2019.
- FC108 To receive an update regarding the land adjacent to the Queen's Hall garden**  
The offer submitted by the Parish Council had been accepted by the owner, and it was suggested the Clerk wrote to recommend he contacted ISOC as a local charitable organisation who could benefit from the donation. The Clerk was instructed to contact a landscape architect to draw up some plans, and to obtain legal advice regarding the rental contract.
- FC109 To receive an update regarding the meeting attended with the Chief Inspector of Sussex Police**  
An increase of 84 police officers in service was expected in the first year, above and beyond the current number of officers. It took 2 years of training before a new Officer was released to the public. A named PCSO would be assigned at Ward level, meaning Cuckfield would have their own named PSCO again. Local police were being encouraged to work more closely with Parish Clerks. A reintroduction of police presence at schools was also being explored. The new Reboot policy of re-educating potential young offenders had been successful so far.
- FC110 To consider the recommendation to approve the instruction of Hobarts to complete the pathway replacement at the Cemetery**  
Council resolved to accept the quote and instruct Hobarts to complete the works before the end of 2019.
- FC111 To consider the request to join Rural Services Network Rural Market Towns Group**  
Council felt that we were too small to be included in this group, and at this time would decline the offer.
- FC112 To consider the estimates to erect scaffolding at the Queen's Hall and investigate the cause of the damp wall on the chimney breast**  
Council resolved to proceed and instructed the Clerk to choose one of the contractors.

- FC113 To consider the Website Accessibility testing required to test our website and make changes to meet the compliance deadline of September 2020**  
Council felt the quotes were very high for the compliance effort required and instructed the Clerk to bring this back to Council for consideration in May 2020. The Clerk would establish the consequences of non-compliance and feedback to Council.
- FC114 To consider the MSDC Animal Welfare Consultation**  
Noted.
- FC115 To consider the Business Plan and agree next steps**  
The Chairman advised that he would spend some time over the next couple of weeks to bring the plan into shape. The Clerk would arrange a separate planning meeting to discuss in more detail.
- FC116 To consider the Precept and budget requirements for 2020-21**  
Concerns about staffing levels for the outdoor maintenance work were raised. Lych Gates, Queen's Hall roof and repairs to the damp walls. Councillors were encouraged to consider their priorities for the next financial year and share thoughts with the Clerk over the next several weeks, in order to produce a budget for approval at the next F&GP meeting scheduled for 12<sup>th</sup> December 2019.
- FC117 To note the successful completion of the External Audit of Accounts for 2018-19**  
Noted.
- FC118 To consider the request to move a lamppost located on Manor Drive**  
Council resolved to grant approval for the lamppost to be moved, subject to there being no objection from the neighbours. The lamppost could be moved, but not removed, and ideally moved to the east (towards the bend). The Clerk would email the requestor with this update.
- FC119 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**  
The Clerk advised Council about the recent visitors to the Queen's Hall garden, and litter/debris being left behind. Council suggested a PIR sensor light was considered for installation on the rear the Queen Hall, as well as investigation into having the CCTV connected to a mobile phone. Additional fencing would be installed to try and prevent entry to the garden.

Meeting closed 10.00pm.

Signed: \_\_\_\_\_

