



The Queen's Hall
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Parish Clerk: Sam Heynes
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Assets, Community & Environment Committee

Minutes of the meeting held at 8pm on Thursday 8th August 2024

Present: Mr A Symonds (Chairman), Mr P Ceccherini, Mrs M Dormer, Mr M Sheldon and Mrs J White

In Attendance: Mrs S Heynes (Clerk) and Mrs A King

Public Questions Time: None present

ACE009 To receive apologies for absence

Cllrs Burton, Gill and Podmore offered their apologies which were noted.

ACE010 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.

ACE011 To approve the minutes of the meeting held on 16th May 2024

The minutes of the meeting held on 16th May 2024 were noted and approved.

ACE012 To note the Action List

The action list was noted.

ACE013 Assets

i. To receive an update on the Cemetery maintenance and burials

The committee noted the burials and pre-purchases made over the past 4 months and resolved to cease allowing the pre-purchase of burial plots to non-parishioners for the foreseeable future until cemetery expansion had been agreed.

Cemetery maintenance was discussed and committee were pleased with the way this had been progressed. The dead box hedge between the church and the Old School would be removed at the roots and the metal railing fence would be painted. No new hedge would be installed, the Clerk would liaise with the church to advise them of this. The Clerk would also mention the perilous state of the pathway between the railings and the Old School.

ii. To receive an update on the allotments

All plots are taken at both sites. One plot was to be split at Whitemans Green and another one was also to be split at Courtmead Road providing an extra plot to advertise. Inspections are planned for early September. A request had

Cuckfield Parish Council adopted the General Power of Competence on 18th May 2023, all decisions made during this meeting are done so under this power.

been received to erect temporary fencing at the bottom of the Courtmead Road allotments to prevent deer intrusion, however committee did not believe this would help. The overgrown state of the pathway between the cemetery and Courtmead Road alongside the allotments was raised and required cutting back.

iii. To consider the proposed quotes for the replacement of the Finger Post on the London Lane/Broad Street junction

Committee reviewed the quotes received and resolved to instruct Jakk Country Furniture Designs Ltd. The Ansty sign needed to be amended to show 1.5 miles rather than 0.75 miles.

iv. To note the safety inspection report for the Skate Park and Horsefield Green and consider the remedial actions recommended

The Clerk would liaise with Gravity, the company who installed the skate park, to take advice on the recommendations made in the report and advise whether the works were required this year.

A replacement life saver ring had been purchased and would be installed at Horsefield Green. This would be publicised on social media.

v. To ratify the instruction of the cleaning of the public toilets in Broad Street Car Park

Instruction of the company TCFM to complete the daily cleaning of the public toilets on Broad Street was ratified. This contract would start on 12th August 2024.

ACE014 Community

i. To receive an update on the next Silver Sunday event planned for Sunday 20th October 2024

Cllr Dormer volunteered to assist with this event, the details of this event were yet to be finalised.

2025 Cllr Ceccherini arrived.

ii. To receive an update on the progress of the Community Art Display
The art display was going well, the next theme would be the seaside.

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

Tea & Company was running well and had been taken over by one of the regular attendees, it remained steady in popularity.

iv. To receive feedback from the Skate Jam session that took place on 23rd July 2024

The event had gone well, and the next event would be booked for April 2025.

v. To receive an update on the planning and organisation of the next Christmas Street Festival

Committee reviewed the proposal and resolved to recommend approval of The Handmaid & Hire Company's proposal for taking on the event management of the Christmas Street Festival for 2024 at the Full Council meeting on 29th August 2024.

ACE015 Environment

i. To receive an update on the Biodiversity Action Plan, that also includes the “Adopt a Verge” scheme

No update was available. The committee recommended that the wildflower verge on the corner of Ashburnham Drive be cut back.

ii. To consider the recent tree survey results and agree recommended works to be undertaken

Committee resolved to proceed with the urgently recommended tree works at a cost of £3,650+VAT. Any planning permissions would be established prior to commencing this work.

ACE016 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 was asked to include the proposed youth club support request from Holy Trinity Church on the next Full Council agenda in August.

The meeting closed at 8.45pm

Signed: _____