



The Queen's Hall
High Street
Cuckfield
West Sussex
RH17 5EL
01444 451610
01444 454276

Sam Heynes: Parish Clerk
clerk@cuckfield.gov.uk

Minutes of the Meeting of the Full Council Held at 7.30pm on Thursday 24th October 2024

Present: Mr A Burton (Chairman), Mr P Ceccherini, Mrs M Dormer, Mrs A King, Mr S Oversby-Powell, Mr A Podmore, Mr M Sheldon, and Mr A Symonds

In attendance: Mrs S Heynes (Clerk), Ms N Ripert (Communications & Admin Officer), Mr P Bradbury (County Councillor), Mr J Knight (District Councillor) and Mr D Morgan

Public Question Time: None

FC062 To receive apologies for absence

Cllr White offered her apologies which were noted.

FC063 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 meeting, of an interest that has not been disclosed under this item you must immediately disclose it.

None

FC064 To approve the minutes of the Full Council meeting held on 29th August 2024

The minutes of the meeting held on 29th August 2024 were taken as read and confirmed as a true record.

FC065 To receive reports from District Councillors and County Councillor

Apologies were received from Cllr Avery. Cllrs Bradbury and Knight attended and congratulated the Clerk on her professional progression and wished her well. Cllrs Bradbury and Knight provided a brief update regarding the Stage 1 Hearings of the Mid Sussex District Plan Examination.

MSDC was still carrying out further consultation regarding the increase in parking charges and Cllr Knight confirmed that no charges would be applied to village car parks, although it was under consideration.

Negotiations with MSDC were still ongoing regarding the purchase of the land at Courtmead Road Play Meadow and Cllrs Knight and Bradbury enquired if any further updates were available.

The costs for the extension of the recreation ground car park had been drawn up and although there was some S106 money available this proposal was not a priority for MSDC. Further updates were due to be received regarding CPC's request to take over the Glebe Road allotments.

Cllr Bradbury shared an update regarding the winter readiness scheme which was well advanced with already a good supply of salt. The main ongoing work at WSCC was the review of the budget which will be presented early next year. Cllr Bradbury confirmed that no cuts to any services were planned and that WSCC intended to promote and invest in the local economy.

After some delays, The Brookley secondary school in the Burgess Hill Norther Arc was planned to open in 2027.

Cllr Bradbury received requests from residents to investigate further the implementation of parking restrictions, speed limits and new signage throughout Cuckfield and spoke with a highways representative to discuss what can be done regarding these traffic issues. Further updates were to be shared.

Cllr Bradbury was to resume duties on Remembrance Day at Holy Trinity school.

FC066 To receive a verbal report from the Chairman

Cllr Burton noted the ongoing hearing of the Mid Sussex District Plan examination for which some positive elements had been raised. Cllr Burton shared an update regarding the Stop Cuck-stye Action Group (SCAG) working in partnership with CPRE Sussex and had interesting discussions with the planning lead for the preservation of the Low Weald.

Cllr Burton formerly noted the departure of the long-standing Clerk of Cuckfield Parish Council, thanked her for all her hard work and congratulated her for her new role as Clerk of East Grinstead Town Council. Cllr Burton also welcomed the new Clerk.

FC067 To note the Full Council Action List

The action list was reviewed and noted.

FC068 To review the application received and resolve the co-option of a new Councillor

The council welcomed Mr Morgan. Mr Morgan introduced himself to the Council and expressed his wishes to join Cuckfield Parish Council and shared his motivation to get actively involved with the traffic issues in Cuckfield, mainly the difficulty that traffic poses in the north part of the village where more young families were moving to. Mr Morgan was keen to bring any support to include the potential 20mph zone project to this part of the village and to get involved with any other local issues.

The council voted in favour of Mr Morgan to join the Cuckfield Parish Council and was co-opted directly. Cllr Morgan signed the declaration of interests, and then joined the meeting.

FC069 To approve Bank Reconciliation Statements for Unity Trust and CCLA accounts for August and September 2024

Council reviewed and approved the bank reconciliation statements for Unity Trust and CCLA accounts for August and September 2024.

FC070 To review and approve the current year to date budget and expenditure for 2024-25 (to 17 October 2024)

Council reviewed and approved the proposed budget and expenditure for 2024-25.

FC071 To receive a progress update regarding the Angela Fox Nature Garden

The Angela Fox Nature Garden was looking really good. The base of the fountain was to be painted a copper colour to match with the fountain recently installed.

The gardeners were due to come back to work on the trees and continue the maintenance of the garden.

FC072 To consider how to proceed with regards to securing the Queen's Hall boundary

The Council resolved to square off the fence and install a gate to maintain access to the side of the hall for any maintenance issue that may occur in the future.

FC073 To resolve how to proceed with regards to the damp treatment required at the Queen's Hall

The Council resolved not to use the original company who carried out the damp remedial work and to use the services of another company who provided a more cost-effective quote for the repairs.

FC074 To receive an update regarding the future of Cuckfield Village Hall

Cllr King shared the latest updates regarding the future of the Village Hall and confirmed

that the committee was not ready to spend a lot of money on the refurbishment of the Village Hall and the recommendation was to carry out the essential repairs and basic maintenance required only. Council resolved to instruct an annual structural inspection of the Village Hall to insure the building was secure and agreed that the working party should come up with proposals for the longevity of the Village Hall and whether it would be possible to keep the preschool running for the next 5 years.

FC075 To consider the recruitment of a Community-Based Youth and Children's Worker in partnership with Holy Trinity Church to help improve provision for youth and children in the area

Council agreed to support the recruitment of the Community-Based Youth and Children's Worker for the initial 2 years and to review the position after that period and resolved to pay the grant to support this recruitment on condition that CPC had evidence of the successful set up of the youth club. Council also agreed to receive a status report from the Youth Worker on a regular basis.

FC076 To review progress against the business plan for 2024

Council reviewed the road map of the business plan and agreed to take out the Cuckfield Repair Café and to run the Local Councillor surgeries that would participate at Cuckfield Local Market once a month. The mobile phone coverage was still poor and council agreed to pursue further options to receive improved network. Council was pleased to note that good progress was made overall. Council resolved to review the status of the blocked drains recently repaired with Operation Watershed and report back to WSCC with any issues.

FC077 To note the mid-term Internal Audit Report

Noted

FC078 To consider the proposal to change Cuckfield Parish Council's name to Cuckfield Council, and resolve whether to accept the cost of £480 required to make updates to the website and logo as a result

Council considered the proposal to change Cuckfield Parish Council's name to Cuckfield Council and the majority of the council voted against the proposal to change the name.

FC079 To receive an update regarding the recommendation to upgrade the CMS of the Cuckfield website <https://pitch.com/v/cuckfieldpc-9jgqps> and consider how to proceed

Council resolved to go ahead with the recommended update of the website and upgrade the CMS with some changes to the website design. Council agreed to collate suggestions to improve the website.

FC080 To consider the adoption of a Banner and Advertising Policy (60)

Council resolved to adopt the new Banner and Advertising Policy.

FC081 To consider and adopt the council and committee meeting dates for 2025-26

Council considered and adopted the committee meeting dates for 2025-26.

FC082 Confidential Business: Staff Matters

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.

a. Recruitment

Council agreed to the recruitment of the new Clerk & RFO and the new Communications & Admin Assistant.

b. Pension

Council agreed to the transferring of private pensions into the council's pension scheme LGPS for CPC members of staff after the initial 12 months of becoming an active member in exceptional circumstances.

c. TUPE Update

The Clerk confirmed that TUPE may apply and would pursue this matter further.

FC083 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 pay increase for this year had just been agreed for CPC staff members.

Cllr Dormer shared further updates regarding the Stage 1 Hearings of the Mid Sussex District Plan Examination by the Inspector.

Meeting closed at 10.08pm

Signed: _____

Future Meeting:
5th December 2024