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Minutes of the meeting of the Full Council Held at 7.30pm on Thursday 5th December 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, Mr A Symonds and Mrs J White

In attendance: Ms N Ripert (Clerk), Mrs K West (Communications & Admin Officer), Mr M Avery (District Councillor)

Public Question Time: The chair of Cuckfield Tennis Club attended the meeting with other members to share updates about the refurbishment of the clubhouse and presented their request and reasons why they wish to bring the opening time of the club forward to 8am. The Tennis Club's membership increased considerably over the last few years and members were now struggling to book free courts. To open the club one hour earlier would help maximise the use of the facility and the use of the 3 courts. The Tennis Club was hoping to receive support from the Parish Council with their request to MSDC to change the opening time on their lease. The chair of the Tennis Club also shared updates regarding the planned refurbishment of the clubhouse, which needed insulation, a disabled toilet and an access ramp. The new design of the club house was agreed at their AGM and the planning application had been submitted to MSDC. A budget of £100,000 was required for the refurbishment which was to be funded by existing reserves, grants and fundraising activities. The club intended to apply for a grant to the Parish Council and were keen to raise their profile with the support of Cuckfield Parish Council acting as their advocate.

A member of the public attended and presented their proposal to transform the BT box outside the Talbot into a book exchange. The main difficulty raised was to establish who the landowner was.

One of the organisers of the Summer Show 2025 attended to seek further support from the Parish Council to help resurrect the Summer Show in aid of the MND charity and in memory of Lance Milton.

FC084 To receive apologies for absence
None. Cllr Morgan was noted absent.

FC085 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

FC086 To approve the minutes of the Full Council meeting held on 24th October 2024
The minutes of the meeting held on 24th October 2024 were taken as read and confirmed as a true record.

FC087 To receive an update on the refurbishment of the Tennis Club and to consider the tennis club change of opening hours from 09:00 to 08:00
Council agreed to support the Tennis Club with their request to bring their opening time forward to 8:00.

FC088 To receive reports from District Councillors and County Councillor
Apologies were received from Cllrs Knight and Bradbury. Cllr Avery attended and shared

updates regarding the stage 1 review of the District Plan with the planning inspector. The question of “un-met need” mainly in towns as opposed to villages was raised. Cuckstye was not mentioned as it was not an allocated site. The next session, Stage 2 review, with the planning inspector was scheduled for March 2025.

The Hanlye Lane planning application was on the agenda for discussion and recommended for approval at the District Planning Committee next Thursday (12th December).

The decision to increase parking charges and extend charging hours till 8pm Monday to Friday and on Sundays and Bank Holidays was being rolled out. Although no charges were currently applied to village car parks, this was still under consideration and Cllrs Knight and Avery were continuing to resist any attempts to impose these charges to villages.

Cllr Avery shared an update regarding the discussion of CPC acquiring the Courtmead Road Playmeadow and ongoing discussion with MSDC. MSDC requested a higher offer from CPC and some paperwork from the solicitors setting out the reasons why the value of the land was set too high and why the play meadow could not be considered as a development site were due to be delivered to MSDC. It was suggested that a further meeting needed to be set up in the new year to move matters forward.

Further updates on current traffic issues in the village were shared and Cllr Bradbury intended to carry out speed management and strategic traffic survey to assess the needs and establish priorities.

Further investigation was due to be carried out at MSDC regarding the transfer of the Glebe Road Allotments to CPC and no updates were available at this time.

Following a request to MSDC regarding financial support for the Cuckfield Village Show, it was confirmed that the organisers of the Village Show should send their grant application to MSDC at communities@midsussex.gov.uk.

FC089 To receive a verbal report from the Chairman

The chair did not have any further updates to share at this time.

FC090 To note the Full Council Action List

The action list was reviewed and noted.

FC091 To approve Bank Reconciliation Statements for Unity Trust and CCLA accounts for October 2024

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

FC092 To review and approve the current year to date budget and expenditure for 2024-25 (to 28th November 2024)

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

FC093 To review progress against the business plan for 2024 and consider the projects Council wants to action in 2025

Council agreed to put in place the annual village tidy up in 2025 and to investigate the possibility of installing the Warden Court bus shelter.

FC094 To receive a progress update regarding the Angela Fox Nature Garden

The gardening work in the Angela Fox Nature Garden was progressing well and the gardeners were due to come back next week for the monthly maintenance and were still due to plant the wall climbers once the boundary wall between the garden and Helme & Hallett was repaired.

FC095 To receive an update regarding the maintenance issues at the Village Hall

The toilet cistern had been ordered and was due to be replaced this week. Council considered the quote received regarding the electrical works to be carried out at the Village Hall and resolved as a contingency to organise a meeting with the electrician, Cllr Symonds and the Clerk to review the works and to plan in priority the most urgent repairs.

- FC096 To receive an update on the Christmas Street Festival and to consider the final details**
Council agreed to charge the grotto fee at £3 per child and agreed that CPC will cover the loss incurred by Cuckfield Society, if any, for the provision of the gifts. The Grotto was due to be set up on Friday morning and the CPC stall would be installed later in the afternoon. All councillors volunteering to help on the CPC stall had downloaded the square app to take payments for the sale of the Cuckfield Calendar.
- FC097 To consider the public consultation on remote meeting and proxy voting**
Council resolved to vote in favour of being allowed to have remote meetings and councillors having the possibility to dial in remotely. Council resolved to vote against the proxy voting.
- FC098 To consider and review MSDC response regarding the transfer of the Courtmead Road playmeadow to the Parish Council**
Council resolved to wait until further updates were received from MSDC.
- FC099 To consider turning the phone box outside the Talbot into a book swap**
Council agreed to support the idea in principal as long as CPC were able to confirm who the landowner was.
- FC100 To receive an update on the recruitment of the Community-Based Youth and Children's Worker in partnership with Holy Trinity Church and to review the timing of payments for the share allocated to the Parish Council**
Cllr Symonds shared further updates. The youth worker had successfully been recruited and had plans already for developing the role.
Council resolved to wait for after the first three months of employment of the youth worker (starting in January) to make the first payment.
- FC101 To consider the questions raised by the organisers of the Summer Show 2025**
Council discussed the questions raised regarding the organisation of the Summer Show and as a resolution had already been made at the previous Full Council meeting in October, two councillors requested that this item should be reviewed again at the next Full Council meeting of 23rd January 2025 where Council would agree on a final resolution that the Summer Show 2025 would be a parish council event with one Councillor and the Parish Clerk working in partnership with the organising committee of the Summer Show. It was agreed that CPC would take back some of the profits made during the event to cover the hire cost loss incurred during that hire period, minus the 25% discount already granted.
Council also agreed that this item should be added to the agenda as a regular item for updates.
- FC102 To consider the Parish Office Christmas closure from 23rd December 2024 inclusive to 1st January 2025**
Council agreed to the office closure from 23rd December 2024 inclusive to 1st January 2025. The parish office will re-open on 2nd January 2025.
- FC103 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. Staff Christmas Holidays – Staff agreed to take the 23rd December off to allow the Facility Officer to carry out some maintenance work in the parish office.
 - b. Pension – Council noted the new member of staff was added to the LGPS pension scheme.
 - c. TUPE Update – The Clerk confirmed Tupe would still apply if CPC agreed to take the cleaning of the Village Hall in house. Council agreed to seek further HR advice when required.
- FC104 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.

Cllr Burton shared an update about the issue raised regarding the scrace tributary, and confirmed CPC owned the water course but also raised the question of where laid the original bed of the water course since it had been diverted. Should any flood damage occur CPC suggested that a claim could be made on the CPC insurance.

Meeting closed at 9.48pm

Signed: _____

Future Meeting:
23rd January 2025