

CUCKFIELD PARISH COUNCIL
Queen's Hall, High Street, Cuckfield, RH17 5EL



To the members of the **Assets, Community and Environment Committee**
You are hereby summoned to attend the next meeting in the Queen's Hall at **8.15pm** on
Thursday 21st November 2019 to transact the following business:

AGENDA

- 1) To receive apologies for absence.
- 2) 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.)
- 3) Public Question Time: Members of the public are invited to put questions or to draw relevant matters regarding items on the agenda to the Council's attention for **ten minutes** prior to the commencement of business.
- 4) To approve the minutes of the meeting held on 19th September 2019 (previously circulated).
- 5) To note any matters arising from the minutes not included elsewhere on the agenda.
- 6) To note the Action List.
- 7) **Assets**
 - a) To receive an update from the working party on the lease of land next to Queens Hall.
 - b) To consider a report on Queens Hall damp issues and agree who to instruct (attached).
 - c) To receive an update on a Post Office at Queens Hall.
 - d) To consider and agree who to instruct to carry out an Electrical Installation Condition survey (attached).
- 8) **Community**
 - a) To receive an update from the working group on the Christmas Street Festival.
 - b) To receive an update from the working party on the AiRS Village Halls week.
- 9) **Environment**
 - a) To consider and agree next steps for relocating surface water pipes at the cemetery (emails attached).
 - b) To consider a report and agree who to instruct to repair headstones (attached).
 - c) To consider permitting artificial flowers at the cemetery.
 - d) To consider and approve a new Tree Management Policy (attached).
 - e) To consider the recommendations of the tree survey and agree next steps (to follow).
 - f) To consider Courtmead Road Allotment Site boundary hedge (attached).
 - g) To review a report and agree applying for a grant from Sussex Lund (attached).
 - h) To review and consider relocating a replacement litter bin on Mytten Twitten (attached).
- 10) **Confidential Business**

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) War Memorial.
- 11) 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.**