



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

01444 454276

Parish Clerk: Noemi Ripert  
clerk@cuckfield.gov.uk

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To the members of the **Community Buildings Committee**

You are hereby invited to attend the meeting of the **Community Buildings Committee** in the **Queen's Hall** at **8pm** on **Thursday 15<sup>th</sup> May 2025** to transact the following business:

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.

**AGENDA**

- CB001 To receive apologies for absence.
- CB002 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.*
- CB003 To approve the minutes of the meetings held on 20<sup>th</sup> February 2025
- CB004 To note the Community Buildings Action List
- CB005 To receive an update regarding the maintenance issues at both halls:
  - a. to note the repairs to the main hall fire doors
  - b. to note the repairs to the kitchen fire door
  - c. to consider the quotes for the repairs to the council chamber windows at the Queen's Hall (circulated)
  - d. to note the wall cracks in the disabled toilet at the Village Hall due to be repaired during the next half term
- CB006 To consider installing a new hatch by the Council Chamber to give the museum access for storage
- CB007 To receive an update on the Angela Fox Nature Garden development and to consider a date for the official opening of the garden to the public
- CB008 To receive an update regarding the installation of secondary glazing in the Parish Office and installation of solar panels at the Queen's Hall
- CB009 To consider the quotes to carry out the EICR at both halls (attached)
- CB010 To consider the loss of earnings from the hire of the Village Hall if the Nest Childcare cease to operate from September 2025 (attached)
- CB011 To consider the marketing plan to advertise and raise the profile of both halls
- CB012 To receive an update from the Village Hall Redevelopment Working Group
- CB013 To consider the response to the claim made by UK Bride (circulated)

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- CB014 To note the update due on the CCTV system reformat to manually reset the CCTV system at the Queen's Hall and Village Hall for logging information and obtaining access
- CB015 To consider upgrading the Parish Office ring doorbell subscription to include video recording (circulated)
- CB016 To receive an update on the installation of the stage side panels at the Queen's Hall
- CB017 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**

*N Ripert*

Parish Clerk, 09 May 2025