



The Queen's Hall
High Street
Cuckfield
West Sussex
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Parish Clerk: Noemi Ripert
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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 **8:30pm** on **Thursday 18th September 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

- CB018 To receive apologies for absence.
- CB019 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.
- CB020 To approve the minutes of the meetings held on 15th May 2025
- CB021 To note the Community Buildings Action List
- CB022 To receive an update regarding the maintenance issues at both halls:
- a. to note the replacement of two toilets seats in the ladies at the Village Hall
 - b. to note the repairs to the fire door at the Village Hall
 - c. to consider when to carry out maintenance work and weekly fire alarm checks at the Village Hall since the change of the preschool operating hours
 - d. to consider the quotes for the repairs to the council chamber windows at the Queen's Hall (to follow)
- CB023 To receive an update on the installation of a new hatch by the Council Chamber to access the loft space and to consider the loft storage proposals for the museum
- CB024 To receive an update regarding the installation of secondary glazing in the Parish Office and installation of solar panels at the Queen's Hall
- CB025 To consider the quotes to upgrade the existing lights to LED throughout the Queen's Hall including Lobby/Bar Area, toilets, kitchen, corridor, landing and main hall to help reduce maintenance, renewable energy cost and running costs (attached)
- CB026 To receive an update on the Angela Fox Nature Garden development
- CB027 To consider the following improvements to the Queen's Hall garden's accessibility:
- a. to consider reorganising the access from the side door of the main hall into the nature garden whilst maintaining disabled access

- b. to consider adding an access ramp from the back door decking ramp directly into the nature garden through the hedge
- c. to consider relaying the paving behind the pavilion using the paving bricks left over to form a slope providing better accessibility
- d. to consider re-using the St Francis hospital water purifier as a planted feature
- e. to consider tidying up the rear access to the garden from the recreation ground

CB028 To receive an update on the Wedding Fayre that CPC attended on 14th September 2025

CB029 To receive an update from the Village Hall Redevelopment Working Group

CB030 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, 12 September 2025