



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

01444 454276

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

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 19th February 2026** 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

CB043 To receive apologies for absence.

CB044 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.

CB045 To approve the minutes of the meetings held on 20th November 2025

CB046 To note the Community Buildings Action List

CB047 To receive an update regarding the maintenance issues at both halls:

- a. to note the maintenance works carried out at the Village Hall during half term
- b. to note the ongoing maintenance works carried out at the Queen's Hall
- c. to consider the quotes for the repairs to the council chamber windows at the Queen's Hall (attached)
- d. to note the ongoing functioning issue with the boiler

CB048 To note the updated Queen's Hall risk assessment (attached)

CB049 To receive an update regarding the installation of secondary glazing in the Parish Office

CB050 To receive an update on the Angela Fox Nature Garden development

CB051 To consider including the AFNG to the Hospice Open Gardens event run from May to July by St Peter & St James' Hospice with the proposed date of Sunday 7th June 2026 (circulated)

CB052 To review the CDS concession rate for block bookings of the Queen's Hall from April 2026 (attached)

CB053 To review the cleaning arrangements at the Queen's Hall and consider a new option

CB054 To consider the quote for the installation of a sump pump pit alarm in the basement following the recent flooding (attached)

CB055 To receive feedback on the Rain or Shine production that took place in the Queen's Hall on 30th January 2026

Cuckfield Parish Council adopted the general power of competence on 18th May 2023, all decisions made during this meeting are done so under this power.

- CB056** To consider carrying out a CCTV survey of the drains adjacent to the Queen's Hall that were recently blocked and caused the flooding of the basement (attached)
- CB057** To review the current out of office call outs arrangements and consider a new system
- CB058** 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, 13 February 2026