



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 **8pm** on **Thursday 14th May 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

- 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 19th February 2026
- CB004** To note the Community Buildings Action List
- CB005** To review the budget for this committee
- CB006** To receive an update regarding the maintenance issues at both halls:
 - a. to note the maintenance works carried out at the Village Hall
 - b. to note the maintenance works carried out at the Queen's Hall
- CB007** To note the updated Village Hall risk assessment (attached)
- CB008** To receive an update regarding the installation of secondary glazing in the Parish Office
- CB009** To receive an update on the Angela Fox Nature Garden development
- CB010** To receive an update on the cleaning arrangements at the Queen's Hall
- CB011** To note the results of the CCTV survey of the drains adjacent to the Queen's Hall and consider the recommendations and quote to complete the necessary work to clear the roots blockage and complete another CCTV survey (attached)
- CB012** To receive an update on the out of office call outs arrangements
- CB013** 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, 08 May 2026