



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 17th September 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

- CB014** To receive apologies for absence.
- CB015** 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.
- CB016** To approve the minutes of the meetings held on 14th May 2026
- CB017** To consider holding regular update and review meetings with representatives of Holy Trinity Primary School, Robin Hood preschool and the Parish Council regarding matters to do with the Village Hall
- CB018** To note the Community Buildings Action List
- CB019** To review the budget for this committee
- CB020** 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
- CB021** To note the changes and updates made to the Terms and Conditions for the hire of both halls (to follow)
- CB022** To remind both staff and councillors to note all events run by the Parish Council at the Queen's Hall and ensure enough hands are available to help at each event
- CB023** To consider the proposed quotes for the inspection and potential repair of the Old Siren structure situated on the roof of the Queen's Hall (attached)
- CB024** To receive an update on the Angela Fox Nature Garden development and to consider when to close the garden to the public
- CB025** To receive an update on the cleaning arrangements at the Queen's Hall
- CB026** To note the results of the last CCTV survey of the drains adjacent to the Queen's Hall and consider the recommendations and quote to complete the necessary recommended work (attached)

CB027 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, 11 September 2026