



The Queen's Hall  
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Cuckfield  
West Sussex  
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## Minutes of the Meeting of the Assets, Community and Environment Committee held at 8.15pm on Thursday 12 March 2020

**Present:** Mrs Andrea King (Chairman), Mr Andy Burton, Mrs Jill Butler, Mr John Dickie, Mrs Christine Jermyn, Mrs Frances Laing, Mr Martin Sheldon and Mr Andrew Symonds

**In Attendance:** Ms Caroline Hansen (Assistant Clerk), Mrs Sam Heynes (Clerk) and Mr Steve Oversby-Powell

**ACE080 Apologies for Absence**  
Councillor Adrian Podmore.

**ACE081 Declarations of Interest**  
None.

**ACE082 Public Question Time**  
No members of the public were present.

**ACE083 To approve the minutes of the meeting held on 30 January 2020**  
The minutes of the meeting held on 30 January 2020 were taken as read, confirmed as a true record, and signed by the Chairman.

**ACE084 To note any matters arising from the minutes not included elsewhere on the agenda**  
The Chairman advised she had advised a resident that Council's decision, taken on 30 January 2020, regarding wheelie bins could not be re-addressed for six months.

**ACE085 To note the Action List**  
Noted.

**ACE086 Assets**  
**a) To receive an update on the land next to Queens Hall**  
The Chairman advised the working group had a meeting on 9 March 2020. The land owner had now appointed his own solicitor and there was debate on whether to proceed with the clearance of the land, scheduled to commence 16 March, ahead of a formal lease being in place. Council voted and five councillors approved to proceed, and three councillors abstained.

**ACE087 Community**  
**a) To receive an update on the Cuckfield Youth Club initiative and to agree next steps**  
The working party agreed to explore more ideas and options on this initiative and to understand Youth Council requirements. A report would be prepared by the working party.

**b) To note the opening of the Post Office at Queens Hall on 24 March 2020**

Noted. The Chairman advised the possible use of a Museum heritage sign.

**c) To receive an update on the Christmas Street Festival**

Councillor Laing advised a meeting had been held with local retailers and good feedback had been received. It had been suggested that future festivals could be on a more traditional theme. Ideas included traditional food, choir and stage performances, and carol singers around a Christmas tree. Councillor Laing agreed to prepare a proposal for further review and added that the working party would require at least five members.

**ACE088 Environment**

**a) To note the Sussex Lund grant application form**

Noted.

**b) To receive an update on applying for a Faculty to install brick paviours around the church**

The Assistant Clerk advised that two tenders had been received to date and that once the tender submission date had passed a report would be prepared for Full Council to review on 23 April 2020.

**c) To receive a report on Horsefield Green Maintenance Plan**

The report was noted. Councillor Burton suggested free standing shrubs around the container and advised the paths required attention, gravel or wood supports, as they were very muddy. There had been an offer of funding to plant a community orchard. Councillor Burton agreed to contact the Cuckfield Mayor and Councillor Podmore to gather more information.

**d) To receive an update on the Lychgates**

The Chairman advised that this project was on hold due to budget constraints.

Councillor Burton enquired whether funding could be sought in the form of a grant.

**ACE089 Confidential Business**

**To consider whether to resolve to exclude the press, broadcast media and public (pursuant to the Public Bodies Admission to Meetings Act 1960) during consideration of the following confidential business to be conducted**

None.

**ACE090 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**

None

The meeting closed at 9.30pm

Signed \_\_\_\_\_