



The Queen's Hall  
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Cuckfield  
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## Minutes of the Meeting of the Community Buildings Committee held at 8.15pm on 23 June 2020

**Present:** Mrs A King (Chairman), Mr A Burton, Mrs J Butler, Mrs C Jermyn, Mrs F Laing, Mr S Oversby-Powell, Mr A Podmore, Mr M Sheldon, Mr A Symonds

**In Attendance:** Mrs S Heynes (Parish Clerk)

**CB003 Apologies for Absence**

None

**CB004 Declarations of Interest**

None

**CB005 To review and consider additions to the Queen's Hall Maintenance Programme**

The Clerk would establish why re-wire the building was on the list, and ask for more details about the items that had been added, as well as requesting the frequency be added for each item. Cllr Sheldon advised he had been looking at the costs for the proscenium arch and stage curtains at the Queen's Hall and would prepare estimates for the next meeting.

**CB006 To review and agree the renewal of the Occupational Licence with Cuckfield Preschool for the hire of the Village Hall from 1<sup>st</sup> April 2020**

Council resolved to proceed with the contract, the Clerk was instructed to send it to Preschool. The first termly grant would be paid.

**CB007 To receive an update on Angela Fox Nature Garden**

Cllr Symonds advised we were waiting to see if the ash tree could be removed from the garden. Permission had been granted to remove the fir tree; a report had been instructed for the Ash as it had dieback disease. If approval was granted, the tree would require MSDC permission as it had a TPO. The Assistant Clerk was instructed to contact the tree officer to advise them of the diseased tree and ask them to visit the site to take a look at the tree.

**CB008 To receive an update on the opening of the Post Office**

The Post Office staff needed training before the post office could be opened, which had been delayed due to Coronavirus and the need for social distancing making the training impossible.

**CB009 To review the Proposal to re-open the halls to staff/hirers, including the Museum, and agree next steps**

The Clerk was instructed to investigate having an automatic door release installed to open the office door. Council resolved to keep the halls closed until September, other than for Preschool, and the Clerk was instructed to advise hirers they should plan to restart their classes then, subject to government guidelines.

**CB010 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 8.50pm

Signed \_\_\_\_\_

