



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

01444 451610  
01444 454276

---

## **Community Buildings Committee Minutes of a meeting held at 8.30pm on 9<sup>th</sup> March 2023**

**Present:** Mrs A King (Chairman), Mr A Burton, Mrs C Potts, Mr A Symonds and Mrs J White

**In Attendance:** Mrs N Ripert (Communications & Admin Officer), Mr P Ceccherini & Mr S Oversby-Powell

**Public Question Time:**

One member of the public was present to discuss the proposal to create an art hub and shared their view in favour of this hub to go ahead.

**CB026 To receive apologies for absence.**

Cllrs Podmore and Sheldon offered their apologies.

**CB027 To receive declarations of interest from Members in respect of any matter on the agenda.**

None.

**CB028 To approve the minutes of the meeting held on 15<sup>th</sup> December 2022.**

The minutes of the meeting held on 15<sup>th</sup> December 2022 were noted and approved.

**CB029 To note the Community Buildings Action List**

Items were noted.

**CB030 To receive an update regarding the maintenance issues at both halls.**

The updates were noted and no further comments were added.

**CB031 To receive an update on the Angela Fox Nature Garden development, and consider the following:**

**a. Quote to complete the next stage of infrastructure work.**

The committee agreed to both quotes and to go ahead with the work proposed. The committee resolved that the posts used for the proposed retaining wall should be made of concrete instead of timber.

**b. How to proceed with regards to the regular maintenance work required in the garden.**

The committee resolved to use a professional gardener to carry out the regular maintenance of the garden and instructed the Clerk to investigate quotes.

**CB032 To consider the proposal to create an art hub at the Queen's Hall, and resolve how to proceed.**

Cuckfield Parish Council adopted the General Power of Competence on 14<sup>th</sup> May 2020, all decisions made during this meeting are done so using this power.

The committee agreed to the proposal to create an art hub on a trial basis and instructed the Clerk to check the liability insurance should any damage or theft occurred during the art display. The committee also resolved that the art hub should not be in place during times when the Queen's Hall is hired for big events.

**CB033 To consider the quotes to repair the drain issues which causes blockages for the Queen's Hall kitchen.**

The committee resolved to go ahead with the quote from Blockbusters.

**CB034 To receive an update regarding the access rights to the rear of the Queen's Hall.**  
No further updates were received.

**CB035 To consider the purchase of a floor cleaner to keep at Cuckfield Village Hall.**

The committee agreed to the purchase of the floor cleaner and to go for the second-hand quote proposed on the Ebay website at £180 + VAT.

**CB036 To note the Community Buildings Committee's responsibility for the premises license at the Queen's Hall.**

The committee noted their responsibility for the premises license at the Queen's Hall.

**CB037 To receive an update regarding the weekly open community space at the Queen's Hall, and consider whether any changes should be made.**

The committee discussed the options to change the opening hours of the community hub as the current opening times over lunch appeared to be less popular. The opening times should be adapted to 13:00-15:00 or 14:00-16:00 and the continuation of the community hub should be reassessed at the end of April 2023.

**CB038 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

Meeting closed at 9.15pm

Signed \_\_\_\_\_

**Next Meeting:** 6<sup>th</sup> July 2023