



The Queen's Hall
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Cuckfield
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Parish Clerk: Noemi Ripert
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Community Buildings Committee
Minutes of the meeting held at 8.30pm on Thursday 21st November 2024

Present: Mrs A King (Chairman), Mr A Burton, Mr S Oversby-Powell, Mr M Sheldon Mr A Symonds, and Mrs J White

In Attendance: Mrs M Dormer, Mrs N Ripert (Clerk) and Mrs K West (Communications & Admin Officer)

Public Question Time: None

CB021 **To receive apologies for absence.**
None

CB022 **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.***
None

CB023 **To approve the minutes of the meetings held on 19th September 2024**
The minutes of the meeting held on 19th September 2024 were noted and approved.

CB024 **To note the Community Buildings Action List**
Items were noted

CB025 **To receive an update regarding the maintenance issues at both halls:**

a. to consider replacing a cistern in the ladies' toilets at the Village Hall

The committee agreed to the replacement of the cistern and resolved to replace it by a better and more robust quality than like for like.

b. to receive an update regarding the damp issues in the Queen's Hall

The committee noted the difficulty to organise the repair works before the Christmas holidays due to lack of availability from the damp company and agreed to have the work done as soon as possible in the new year.

CB026 **To receive an update on the Angela Fox Nature Garden development**

The fox sculpture was installed and further planting was completed. The cherry blossom tree was moved and replanted to a better location. All the frames were taken off the trees along the border of the garden and were looking much happier. Oil was applied to the wood of all the bed frames. Plant climbers were due to be planted along the boundary wall once the brick wall had been repaired by Helme & Hallett. The committee noted the lack of seating areas in the garden and agreed to have more benches installed in the garden.

CB027 To receive an update regarding the installation of secondary glazing in the Parish Office and installation of solar panels at the Queen's Hall

No further updates were available at this time. The planning application was almost complete and soon to be submitted.

CB028 To receive an update from the Village Hall Redevelopment Working Group

The committee noted the cracks that had appeared in a section of the wall and agreed to carry out the repairs as soon as possible. The committee also discussed the proposal for the electrical repairs and requested to receive an estimate of the costs per item or areas to be repaired in priority.

CB029 To consider the proposal regarding the 2025 Summer Show to enable them to maximise their fundraising opportunities by running a bar, in exchange for paying a nominal fee for the hire of the Queen's Hall

The committee considered the proposal and resolved to grant a 25% discount to the full hire charge as a one-off gesture of good faith and in support of the resurrection of the Summer Show. The committee also noted the importance of reminding the organisers of the Queen's Hall's fire regulations and the maximum number of seated guests allowed in the main hall.

CB030 To consider maintaining the 25% discount offered to winter wedding bookings for 2025/26 during the months of January/February/March

The committee agreed to maintain the 25% discount for winter wedding bookings for 2025/26 during the months of January, February and March.

CB031 To receive an update regarding the water course that runs between the land belonging to Cuckfield Village Hall and Tregarth on London Lane and to confirm a maintenance plan to minimise the risk of flooding into the Tregarth property

The committee noted the issue and resolved to investigate further and to check the Village Hall boundary with the Land Registry office.

CB032 To receive an update regarding the unpaid invoice from UK Bride and consider whether to settle the amount

The committee resolved not to pay the invoice.

CB033 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 9.02pm

Signed _____

Next Meeting: 20th February 2025