

CUCKFIELD PARISH COUNCIL
The Queen's Hall, High Street, Cuckfield, West Sussex, RH17 5EL



Community Buildings Committee

Minutes of a Meeting held at 8.15pm on 16th August 2018

Present: Mrs A King (Chairman), Mr P Mantripp, Mr M Sambrook and Mrs M Dormer

In Attendance: Mr S Oversby-Powell and Ms Caroline Hansen (Assistant Clerk)

CB45 Apologies for Absence: Mrs F Laing

CB46 Declarations of Interest: None

CB47 Public Question Time

The Chairperson of Cuckfield Pre-School was present at the meeting.

CB48 To co-opt the Chairperson of Cuckfield Preschool Playgroup onto the Community Buildings Committee

This item was deferred on the advice of SSALC who recommended establishing a Working Group to include other hirers. Such Working Group would report to the CB Buildings Committee who will draft the Terms of Reference and arrange the first meeting to be held in September (date to be confirmed) to commence at 8.00pm. Cllr King, Cllr Sambrook, Cllr Dormer and Sarah Moss agreed to participate in the Working Group. All regular hirers would be contacted to participate.

CB49 To approve the minutes of the meeting held on 19th April 2018 (previously circulated).

The minutes of the meeting held on the 19th April 2018 were taken as read, confirmed as a true record and signed by the Chairman.

CB50 To note any matters arising from the minutes not included elsewhere on the agenda

None

CB51 To note the Community Buildings Action List

It was noted that Actions CB36i and CB45 were outstanding.

CB52 To consider the request from Cllrs Mantripp and King to reconsider resolution CB44i made on 19th April 2018 to install CCTV within the Research Room at the Queen's Hall

Members agreed and Cllrs Mantripp and King revoked Action CB44i.

CB53 To consider the following with regards to the Queen's Hall:

i) To reconsider the request from Cuckfield Museum to install and maintain CCTV within the Research Room

Members agreed that Cuckfield Museum could install and maintain CCTV in the Research Room.

ii) To review quotations to install CCTV at Queen's Hall (previously circulated).

Members approved Holt's quotation of £1,248.00 pending The Clerk obtaining full specifications from Holt on the system to be installed.

CB55 To consider the following with regards to Cuckfield Village Hall:

i) To review research prepared by Cllr King and consider the installation of CCTV at the Village Hall (included)

It was agreed to defer this item until the next meeting on 29th November 2018. In the interim Cllr King agreed to send more information to the manager of the Pre-School for her input. The Chairperson of Pre-School agreed to convey to the manager that the CCTV system could be turned off if necessary.

ii) To note that the annual contract for use of the Village Hall between Cuckfield Preschool and Cuckfield Parish Council has been signed.

Noted.

CB56 To discuss weekend caretaking provision when the Caretaker and Dragon Events are unavailable to attend, as the part time weekend position has not been filled

Members agreed the position should be re-advertised and for The Clerk to approach security companies and MSDC on how they oversee security at public buildings.

CB57 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.

Meeting closed at 8.50pm

Signed _____