

# CUCKFIELD PARISH COUNCIL

Queen's Hall, High Street, Cuckfield, RH17 5EL



To the members of the **Community Buildings Committee**

You are hereby summoned to attend the next meeting of the Community Buildings Committee in the Queen's Hall at **8.15pm on Thursday 28<sup>th</sup> March 2019** to transact the following business:

## AGENDA

- 1) To receive apologies for absence.
- 2) 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.
- 3) Public Question Time: Members of the public are invited to put questions or to draw relevant matters regarding items on the agenda to the Council's attention for **ten minutes** prior to the commencement of business.
- 4) To approve the minutes of the meeting held on 29<sup>th</sup> November 2018 (previously circulated).
- 5) To note any matters arising from the minutes not included elsewhere on the agenda.
- 6) To note the Community Buildings Action List.
- 7) To consider the proposed increase to hire charges at the Queen's Hall and Cuckfield Village Hall (attached).
- 8) To consider the AIRS Village Hall Week and whether Cuckfield Parish Council should plan to be involved in 2020 (2019 information previously circulated).
- 9) To consider the quotes received to rectify the damp walls at the Queen's Hall (to follow).
- 10) To review and consider additions to the Queen's Hall Maintenance Programme (attached).
- 11) To consider the invoice received from Cuckfield Preschool for cleaning undertaken after the vandalism (attached).
- 12) To review and agree the renewal of the annual contract with Cuckfield Preschool for their lease of the Village Hall from 1<sup>st</sup> April 2019 (attached).
- 13) To review the implementation of a formalised communication process between Cuckfield Preschool and Cuckfield Parish Council when reporting issues that arise at the Village Hall.
- 14) To consider the proposed hire rate increase for Cuckfield Preschool's use of the Village Hall (previously circulated).
- 15) To consider the point at which the future investment decision for Cuckfield Village Hall is made, and set the criteria against which that decision will be made. Further investment of public money into the Village Hall should be offset against the value to the community of the asset and the Parish Council's responsibility for good financial governance.
- 16) 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.**

*Sam Heynes*

Clerk to the Parish Council, 22 March 2019