

**CUCKFIELD PARISH COUNCIL**  
**Queen's Hall, High Street, Cuckfield, RH17 5EL**



To the members of the **Assets, Community and Environment Committee**  
You are hereby summoned to attend the next meeting in the Queen's Hall at **8.15pm** on  
**Thursday 19<sup>th</sup> September 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 8<sup>th</sup> August 2019 (previously circulated).
- 5) To note any matters arising from the minutes not included elsewhere on the agenda.
- 6) To note the Action List
- 7) To review quotations received to refurbish paths at Churchyard and Cemetery (to follow).
- 8) To receive an update from the Working Group on the Christmas Street Festival.
- 9) To receive an update from Councillor Symonds on the Emergency Planning Liaison Group (EPLG) meeting on 12 September 2019.
- 10) To receive an update from the Parish Clerk on a Post Office in Cuckfield.
- 11) To receive an update from the Working Group on Silver Sunday.
- 12) To receive an update on the drain survey carried out in the cemetery.
- 13) To review Queens Hall roof issues and agree next steps.
- 14) To receive an update from the Working Party on the lease of land next to Queens Hall.
- 15) To receive an update on Tree Survey quotations.
- 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.**

*Caroline Hansen, Assistant Clerk*  
*12 September 2019*