



The Queen's Hall
High Street
Cuckfield
West Sussex
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Minutes of the Meeting of the Assets, Community and Environment Committee held at 8.15pm on Thursday 8 August 2019

Present: Mrs Andrea King (Chairman), Mrs Jill Butler, Mrs Hilary Schan-Martyn, Mr Martin Sheldon and Mr Adrian Podmore

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

ACE025 Apologies for Absence

Received from Mr Andy Burton, Mr Andrew Symonds, and Mrs Frances Laing.

Absent

Mr John Dickie was absent from the meeting.

ACE026 Declarations of Interest

(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.)

No Declaration of Interest were declared.

ACE027 Public Question Time

No members of the public were present.

ACE028 To approve the minutes of the meeting held on 27th June 2019

The minutes of the meeting held on 27th June 2019 were taken as read, confirmed as a true record, and signed by the Chairman.

ACE029 To note any matters arising from the minutes not included elsewhere on the agenda

None

ACE030 To note the Action List

Whilst this item was omitted in error from the agenda the action list was noted and updated.

ACE031 To receive feedback from the High Weald AONB Partnership meeting held on 2 July 2019

Councillor Podmore updated committee members on his attendance at the above meeting and circulated a Sussex Lund information sheet. Sussex Lund were keen to improve habitats and promote orchards, beehives, bug hotels and log hives. He advised grant funding up to £250,000 pa is available for High Weald AONB and that other areas not in AONB could be considered. One-off grants of between £500 and £10,000 were available. Councillor Podmore agreed to investigate areas in the village and the possibility of obtaining a grant.

- ACE032 To consider participating in the AIRS Village Hall Week, 20-26th January 2020**
It was agreed to participate in the above event. Cuckfield Museum would be interested to participate and present a Queen's Hall display of photographs. The Assistant Clerk was requested to book Queen's Hall on 25th January 2020, for the national Open Day date. It was further agreed to refer this item to the Full Council meeting on 29th August 2019.
- ACE034 To consider the following requests from Preschool regarding the Village Hall;**
- **To allow the permanent installation of two (2) stairgates at the hall across the fire exit in the blue hall and across the entrance to the kitchen, these stairgates will be of the roller blind type, which means when open they will not create any obstruction to other hirers of the hall;**
 - **To allow the installation of a long narrow planter in the back-garden area (dimensions and photo to follow);**
 - **To consider the installation of a wooden playhouse (6' x 4') on the concrete area towards the rear of the garden**
- Committee members approved the requests from Preschool to install two stairgates, one planter and one wooden playhouse at Preschool's expense. The Assistant Clerk was requested to advise Preschool.
- ACE035 To review status of repairing paths at Churchyard and Cemetery and agree next steps**
In view of the concerns raised by Gallagher & Sons on the safety of some of the paths it was agreed to proceed with repairing the paths highlighted in yellow on the plan as a priority. The tender document would be revised to indicate priority paths before obtaining quotations.
- ACE036 To review status on Lychgate surveyor quotations and agree next steps**
As the lychgates are within the conservation area, the Assistant Clerk was requested to arrange a site meeting with the MSDC Conservation Officer.
- ACE037 To consider increasing the Christmas Street Festival stallholder rate and to apply for an event alcohol license**
Committee members agreed **not** to increase the £15.00 charge for business stallholders and to continue not to charge charity stallholders. Members were in favour of obtaining an alcohol premises license for events in the village. The Assistant Clerk was requested to arrange for the MSDC Environmental Health Licensing Officer to attend the Full Council meeting on 29th August 2019.
- ACE038 To review proposed ceremony details for the Feather Bench Ceremony, 28 September 2019**
The ceremony details were reviewed and approved. It was agreed that Councillor Andrew Symonds would act as Master of Ceremonies and introduce speakers and that CPC would host the tea and refreshments to be served at The Old School.
- ACE039 To discuss and review proceeding with the replacement fence at Courtmead Road allotment site**
Committee members agreed to secure the allotment site with hedging and a mesh fence. Councillor Podmore agreed to advise variety of hedge to be planted.
- ACE040 To note status of concrete paviours on High Street**
It was agreed to defer this item to the next meeting to be held on 19th September 2019, to allow WSCC to respond. The Clerk would be asked to advise status.

ACE041 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

Members of the Committee requested reviewing draft newsletters prior to being sent on a quarterly only basis to Cuckfield Life in order to be aware of content.

The meeting closed at 9.20 pm

Signed _____