



The Queen's Hall
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Parish Clerk: Sam Heynes
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Community Buildings Committee
Minutes of the meeting held at 8.30pm on Thursday 27th June 2024

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

In Attendance: Mrs M Dormer, Mrs S Heynes (Clerk) and Mr A Podmore

Public Question Time: None

CB001 **To receive apologies for absence.**

Cllrs Symonds and White offered their apologies which were noted.

CB002 **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.

CB003 **To approve the minutes of the meetings held on 4th April 2024**

The minutes of the meeting held on 4th April 2024 were noted and approved.

CB004 **To note the Community Buildings Action List**

Items noted.

CB005 **To receive an update regarding the maintenance issues at both halls:**

a. to receive an update regarding the fencing to be installed along the Queen's Hall boundary to secure the access and considered the revised estimate

The quote was accepted and the fence would be installed in July 2024.

b. to receive an update regarding the quote received to refurbish the toilets at the Queen's Hall

A grant had been applied for from UK Lottery Fund to contribute towards the costs, an update would follow once the outcome was known.

c. to note the issues with the electrics on the stage at the Queen's Hall

A hirer had messed around with switches causing the issue with power, this was easily resolved; however as a result problems with the stage lights were identified which had been reported to CDS as they had installed them.

CB006 **To receive an update on the Angela Fox Nature Garden development**

The gardeners were due to commence work on 1st July 2024, an irrigation system would be installed to assist with watering the beds.

CB007 **To consider the quotes for the installation of secondary glazing in the Parish Office and Museum at the Queen's Hall**

Cuckfield Parish Council adopted the general power of competence on 18th May 2023, all decisions made during this meeting are done so under this power.

Committee considered the options available and proposed the Conservation Officer was consulted for their opinion on what would be the more sympathetic option. The Clerk was instructed to ask the company offering the sliding window option what colours were available and if they could provide a greater understanding of what they would look like once installed, both from the inside and outside of the building.

CB008 To consider the proposed renewal quote for the Carbon Footprint Assessment

Committee resolved not to proceed with the renewal quote at this time as not enough improvements had been completed to date at the hall.

CB009 To receive an update from the Village Hall Redevelopment Working Group

Committee discussed the lack of progress in relation to the proposals of the Holy Trinity Primary School and resolved to continue with their own plans to redevelop the site to ensure the longevity of the building for community use. The Clerk was instructed to inform the primary school of this outcome.

CB010 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 9.40pm

Signed _____

Next Meeting: 19th September 2024