

**,MINUTES OF THE MEETING OF THE HALLS COMMITTEE held on
Tuesday 17th September 2013 in the Parish Room, Village Hall, South Darenth at
7.30 pm.**

PRESENT: Cllrs Ian Blackamore (Vice Chair),
Cllrs Adair Lewis, Terry Moyle, Christine Page, Eric Wilson,

Joan Moyle (SMB) Mike Crook (VP)

IN ATTENDANCE: Heather Rohard Parish Clerk

13 APOLOGIES FOR ABSENCE

Were received from Cllr Mitchell and Page, Brian Lelliot.

14 DECLARATIONS OF INTEREST

None

15 MINUTES

The Minutes of the last meeting were confirmed and signed as a true record.

16 MATTERS ARISING

Frosting to Jubilee hall glass doors: still outstanding but in hand.

ACTION: Clerk to arrange works

Village Hall Piano: no interest shown in taking piano from enquirers.

17 ANTI VANDAL MEASURES

Retrospective Planning permission for the Rotaspikes. SDC required Architect's scaled drawings to complete the application process.

RESOLVED that fees of £400 + VAT be approved

18 PERMISSION FOR BBQ and FIREWORKS

Recent enquiries had asked for permission to hold BBQ's in the rear garden and for Fireworks on Heathside (Wedding reception possibly New Year's Eve 2014). The Parish Council's Insurers had given guidance on both.

Usually New Year's Eve parties are put to a ballot early in the year so the possible Wedding booking should be discussed with the Parish Council if the enquirer wishes to proceed with the booking.

Regarding the BBQs the difficulties of removing a hot BBQ from the premises safely, together with the smell, risk of burns and mess were discussed.

RESOLVED

- that the Terms and Conditions of both Halls include 'No BBQs'

Regarding Fireworks the Parish Council's Insurers only cover events run by the Parish Council so proposed Fireworks by hirers would need to have in place:

- Risk Assessment

- Own Insurance
- Be able to restrict access by public to area of the field being used.
- Have a professional company provide the display

Requests would be looked at on an individual basis.

19 UNDER STAGE STORAGE

The under stage area is used by the Short Mat Bowls Club and the Valley Players. Consideration to how the access could be improved was considered.

ACTION: clerk to obtain Quotes

20 MAINTENANCE

Clerk reported on work that had been completed over the summer and items outstanding.

Jubilee Hall: New build still waiting to be signed off by Architect following an inspection. Builders had not made access to the areas to be inspected as it meant opening up the roof again. The Committee felt that the Architect was acting as the Council's advisor and as such his expertise should be trusted. They endorsed the Architect's standpoint and hoped the matter would soon be resolved.

Sewer Lid: part of the new build works, the lid had become dangerously loose as the concrete holding it in place had broken. The Clerk was liaising with the builders to ensure this be corrected.

Additional works: during the summer works a number of additional costs were incurred as other problems were uncovered. The list of items including removing and replacing rotten floor boards in the Parish office, removing redundant water heaters, fitting off cut of carpet to stage steps, and more coats of gloss paint totalled £500

RESOLVED that the additional costs be approved.

Leaking flat roof: an ongoing slow leak above the Parish Office/Parish Room and the Nursery Store/Green room was discussed.

RESOLVED that a necessary temporary repair should be carried out immediately with consideration of permanent repair early next year.

Green at front of Village Hall: Advised that weedkiller should be used to maintain the grass at this time of year.

RESOLVED this be actioned at a cost of £28

Guttering: several corners are overflowing in wet weather and indicate the gutters need cleaning. Was agreed that when the flat roof is fixed the gutters be cleaned at the same time.

Emergency lighting: 2 lights were noted as faulty in the recent Fire Risk Inspection; the Clerk is waiting for the electrician to attend.

21 HALL HIRE

The Clerk reported on changes made to the booking instructions and introduction of feedback forms for hirers to use at the end of their sessions. Photographs of the Hall on the website would help hirers to see the hall without having to view.

Cleansense had confirmed that they would be willing to cover out of hours call outs at a cost of £20 per call out. With problems being minimised through clear instructions at booking and key collection it was felt that there would not be many occasions where a call out would be necessary except for genuine emergencies like power failure, heating problems etc. On the subject of power failure PAT testing for music equipment was advisable and should be included on the Terms and Conditions

ACTION: Clerk to revise T & Cs

22 OFFER OF SALT/SAND from HIGHWAYS

This offer was accepted and will be delivered to the Village Hall.

23 DATE of NEXT MEETING

19th November 2013 Cllr Wilson gave his apologies for this meeting

24 PLANNING

SE/13/02537/LBCALT

Reynolds Place

Rays Hill

Horton Kirby

Construction of new vehicular entrance gateway and driveway to Reynolds Place, currently vehicle access is via a right of way over the shared driveway and entranceway belonging to the West Wing, Reynolds Place

Cllr Wilson explained the application and recommended that no objections be raised.

NO OBJECTIONS

25 INSURANCE RENEWAL

Renewal Documents had been received from Came and Co.

RESOLVED to renew Insurance for 1 year

ACTION: review Inventory.

Meeting ended at 8.35pm

Heather Rohard
Clerk to the Council

Chairman

Date