

MINUTES OF THE MEETING OF THE HALLS COMMITTEE held on Tuesday 22nd May 2018 in the Parish Room, Village Hall, South Darenth at 7.30 pm.

PRESENT: Cllr Terry Moyle (Chairman)
Cllrs Blackamore, D Mitchell, P Rushbrook (Vice Chair), C Page

IN ATTENDANCE: Heather Rohard, Parish Clerk

1 APOLOGIES FOR ABSENCE

None received.

2 DECLARATIONS OF INTEREST

None.

3 PLANNING

SE/1801512/HOUSE

62 East Hill, South Darenth

Erection of a single storey rear extension.

NO OBJECTION

SE/18/01418/LDCEX

Oakview Stud Farm

Lombard Street, Horton Kirby

Certificate of Existing Lawful Development in respect to the continued use of yards A-D and F-H as B8 storage and distribution

OBJECTION: as previous comments August 2017 and March 2018

4 MINUTES

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

5 MATTERS ARISING

All current, completed and outstanding maintenance matters are monitored on the Maintenance List shared under Maintenance.

Cllr Rushbrook reported that he had fitted a new part to the VH extractor fan but it was still not working and is now looking at new controllers.

Cllr Page asked on the status of the oven repair; Cllr Rushbrook had identified the problem but the Clerk will now need to find a repair engineer.

Chair purchase to be chased up by the Clerk – order has been placed and waiting for delivery.

All other actions had been completed.

6 BUDGET MONITORING

The Halls finance report was received for Budget Monitoring purposes. No queries were raised.

7 MAINTENANCE MATTERS

Members approved expenditure of £231.84 inc VAT for the hanging baskets to be refilled with summer planting scheme.

Car parking lines – Amey would charge £800 as their minimum fee for marking out the car park so it would be cheaper to ask for smaller firms for quotes. **ACTION** Clerk

3 quotes were available for the Jubilee Hall redecoration and considered by members. The Clerk was asked to negotiate with a local tradesman who had provided the most comprehensive quote and reference from Dulux which was also the most expensive. Members asked if the price could be reduced and timing to coincide with school holidays this was their preferred choice. Quotes received were: A Clark £772 (no VAT) Refresh Property Services £1795 (no VAT) and Diamond Proof Services Ltd £1552.16 + VAT

Ants have been causing a nuisance in the Jubilee Hall and Village Hall kitchen. Cllr Rushbrook recommended gel pods to deal with them ACTION Clerk to purchase. Mint plants have been reported as deterring ants and Cllr Page said she would provide some potted plants to try by the patios.

8 FIRE RISK ASSESSMENT

3 quotes were received to carry out a fire risk assessment. KCC Inspection Services £380 + VAT Fire Actions Ltd £395 + VAT and salvum £250 + VAT. RESOLVED to use salvum at £250 +VAT

9 CHAIR UPHOLSTERY CLEANING

2 updated quotes had been obtained after cleaning of the 189 hall chairs was not carried out by the 3rd firm who quoted last year. Dirt Busters £340 (no VAT) and May Harris £585 + VAT RESOLVED to use Dirt Busters at £340

10 TOILET REFURBISHMENT

Cllr Rushbrook explained the specification that he had drawn up, using the outline specification from the committee discussed at the last meeting. He recommended that large tiles or polycarbonate wall covering were used in conjunction with the homogenous/hermetic flooring. The specification will be broken down with space for prices so a comparison for like for like will be easier.

A closing date for tenders was set at 17th August and Cllr Moyle would be available to open sealed bids with the Clerk.

ACTION: Clerk to send out invitations to tender.

11 SATURDAY HIRE RATES

The committee considered the request from staff that the morning and afternoon rates for hall hire on Saturdays be unified to an all day hourly rate to help with administrating the charges. Cllr Mitchell queried whether the lower rate in the morning attracted more hirers, however, the halls are infrequently used solely in the mornings, except for afternoon party hirers who need time to set up or all day events which already attract a block session price. RESOLVED that prices be set at £22 per hour for the Village Hall and £17 for the Jubilee Hall on Saturdays. ACTION: Clerk to amend price list.

12 REGULAR HIRERS

No regular hirer representatives were present and no issues were reported from the Clerk.

13 DATE OF NEXT COMMITTEE

The next meeting will be 17th July 2018

Meeting ended at: 8.24pm

Chairman
Date