

**HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL**  
**Parish Office, Village Hall, Horton Road, South Darenth DA4 9AX**

16<sup>th</sup> January 2019

To all Members of the Halls Committee

A meeting of the **Halls Committee** will be held on Tuesday 22<sup>nd</sup> January 2019 in the Parish Room, Village Hall, South Darenth from 7.30pm.

A G E N D A

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

**3 MINUTES**

To confirm the Minutes of the last meeting.

**4 MATTERS ARISING**

**5 BUDGET MONITORING**

To receive for information and comment Halls finance report for Budget monitoring purposes.

**6 MAINTENANCE**

To receive reports and consider any actions to be taken.

**7 ELECTRONIC BOOKING SYSTEM**

To discuss pros and cons of electronic booking system including use of card payment system

**8 CCTV**

To consider extending current CCTV coverage and approve expenditure

**9 VILLAGE HALL KITCHEN**

To consider how to improve functionality of Village Hall kitchen

**10 VILLAGE HALL FLOOR MAINTENANCE**

To consider quote for floor maintenance, sand and seal

**11 GUTTER HEDGEHOGS**

To consider quotes for installing hedgehogs to Village Hall and Jubilee Hall gutters

**12 REGULAR HIRERS**

To discuss any matters relating to regular hirers.

**13 DATE OF NEXT COMMITTEE**

19<sup>th</sup> March 2019



Heather Rohard,  
Clerk to the Council