

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

9th September 2019

To all Members of the Halls Committee

A meeting of the **Halls Committee** will be held on Tuesday 17th September 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 CONTRACT

To consider specification of maintenance contract needed for Halls in preparation for tendering.

7 ELECTRICAL WORKS

To consider schedule of works for Village Hall and costs to complete if available in time for the meeting.

8 JUBILEE HALL ROOF

To consider quote for works to go ahead.

9 MAINTENANCE

To receive report and consider any actions to be taken on general maintenance needs. To consider report from tree surgeon ref silver birch trees in Village Hall grounds.

10 REGULAR HIRERS

To discuss any matters relating to regular hirers. To consider request for PA system to be purchased for hall users.

11 DATE OF NEXT COMMITTEE

19th November 2019



Lisa Bugler,
Clerk to the Council