

**MINUTES OF THE MEETING OF THE HALLS COMMITTEE held on
Tuesday 5 March 2013 in the Parish Room, Village Hall, South Darenth at 7.30 pm.**

PRESENT: Cllr Dawn Mitchell (Chairman)
Cllrs Ian Blackamore, Adair Lewis, Terry Moyle, Christine Page, Eric
Wilson, Cllrs Wilson
Brian Lelliot, Mike Crook

IN ATTENDANCE: Carol Allart, Parish Clerk, Lorna Lowman, Caretaker, Heather
Rohard Parish Clerk

83 APOLOGIES FOR ABSENCE

None received

84 DECLARATIONS OF INTEREST

None

85 MINUTES

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

86 MATTERS ARISING

Outside lights A query regarding where to fix the lights from electrician had prevented work taking place but would be clarified and actioned.

5 Year Electrical Inspection was also due and would be incorporated into the electricians visit.

Village Hall Chairs a hall user had cut his finger on one of the chairs. The chair has been removed from use and the manufacturers would be contacted.

Fire Risk Assessment Cllr Lewis will arrange this with the Clerk

87 JUBILEE HALL – WINDOWS AND DOORS COVERINGS

Options for window and door coverings had been discussed at previous meetings.

The quotes accepted as being reasonable and the fabric of the roller blinds was chosen.

RESOLVED that Pretty Pleats should complete the work for installing the blinds to the Jubilee Hall

Barbara Bradley had incurred a fee for the quotes received by John Lewis and had asked that be reimbursed.

It was resolved that on this occasion the fee would be reimbursed but to remember in future that all costs must be passed by the Council in future.

ACTION Clerk to write to this effect and reimburse cost

88 JUBILEE HALL – POST IN FRONT OF BRICK WALL AT SIDE OF BUILDING

The brick wall had been damaged by a vehicle and to suggest that a post is put in front of it to prevent similar damage in the future which was accepted.

89 HALLS LICENCE

An application has been made to change the licence from the clerk's personal licence to one managed by the Halls Committee.

90 ASBESTOS RISK ASSESSMENT

Cllr Wilson will bring an update on details of the asbestos report so that councillors can be aware of their responsibilities.

ACTION – Cllr Wilson

91 LEGIONELLA RISK ASSESSMENT

A risk assessment is shortly to be undertaken. HK school has recently had a risk assessment and test completed and it was suggested to ask who they had used.

ACTION - Clerk

92 NEW YEAR'S EVE

A request for a prayer event overnight (8pm – 6am) should be included in any ballot which will be held at the next Committee Meeting

93 JUBILEE HALL – USE OF KITCHEN CUPBOARDS

A request from HKSD Country Markets to use a couple of the kitchen cupboards in the Jubilee Hall for storing their kitchenware (the cupboards are empty at the moment and not used) they would put a padlock on the doors was considered and there were no objections from the Committee

94 HKSD COUNTRY MARKETS BANNERS

A request from HKSD Country Markets to install a temporary banner outside the hall to advertise their markets a few days before each event was considered and no objections were noted.

A request from HKSD Country markets to drill 2 screw holes into the brick of the village hall for temporary banner – they will remove the screws after each event, was considered however HKSD have since opted to continue to use a more easily removed advert using the poles around the green in front of the Village Hall

95 DATES OF FUTURE COMMITTEES

The committee considered a new pattern of dates for the Halls Committee and decided on the 3rd Tuesday alternate months

The meeting ended at 8.30pm

Heather Rohard
Clerk to the Council

Chairman

Date