



HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL

Parish Office, Village Hall, Horton Road, South Darent, DA4 9AZ

MINUTES OF THE MEETING OF THE HALLS COMMITTEE held on Thursday 12th June 2025 in the Parish Room, Village Hall, South Darent at 7.30 pm.

PRESENT: Cllr D Mitchell (Chair) I Blackamore, D Hollands, T Moyle, C Page,

IN ATTENDANCE: Lisa Johnson, Parish Clerk
No Members of the public.

55 APOLOGIES FOR ABSENCE

None

56 DECLARATIONS OF INTEREST

None.

57 MINUTES

Minute 51, 18th March 2025 was duly amended to read 'There were red items, of which had been actioned immediately.'

Resolved: updated Minutes were signed as a true record.

58 CLERKS REPORT/MATTERS ARISING

Minute 50 Maintenance: Obtain 3 'like for like' quotes to replace the Village Hall toilet and foyer floors. **Third quote to be sourced.**

All other items were either completed or appear as a Maintenance or Agenda item.

59 QUESTIONS FROM THE PUBLIC AND CORRESPONDENCE

There were no questions.

60 MAINTENANCE

List was updated – *appendix 1*

As the new Chair of Halls, Cllr Mitchell was keen to ensure all Health & Safety aspects of the halls were properly maintained within the correct time frames and correctly recorded. A simple physical file with a summary of this should be kept for easy reference as well as on computer.

Action: Clerk to complete by September Hall Committee meeting.

61 ELECTRICAL REPORT

Cllr Blackamore advised that the latest report had shown many areas that required attention. As a result of this, budgeting for the next 3-year period should take this into account and be addressed at the Parish Council finance planning meeting in September. Regular monitoring of the fire alarm system was paramount for insurance purposes.

Action: Clerk to direct fire alarm contractor to install repeater panel in the Jubilee Hall and conduct annual check.

Clerk to request further training for staff from the fire alarm contractor.

62 DATE OF NEXT COMMITTEE MEETING

Tuesday 15TH July 2025

The meeting closed at 8.15pm

Chair _____

Date _____

DRAFT