

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

14<sup>th</sup> November 2018

To all Members of the Halls Committee

A meeting of the **Halls Committee** will be held on Tuesday 20<sup>th</sup> November 2018 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 MAINTENANCE**

To receive reports and consider any actions to be taken.

**6 FIRE RISK ASSESSMENT REPORT**

To receive cyclical report for consideration and action.

**7 REPLACEMENT FIRE DOORS**

To receive and consider quotes for replacement fire doors with UPVC/Aluminium doors

**8 TOILET REFURBISHMENT**

To receive and consider quotes for refurbishment of Village Hall Toilets

**9 HALL HIRE CHARGES REVIEW**

To consider any changes to hall hire charges for 2019-20

**10 BUDGET SETTING 2019-20**

To consider and make amendments to the prepared DRAFT Halls Budget for inclusion in the Parish Council 2019 -20 Budget

**11 LICENSING**

To receive information regarding the halls License to sell alcohol.

**12 REGULAR HIRERS**

To discuss any matters relating to regular hirers.

**13 DATE OF NEXT COMMITTEE**

22<sup>nd</sup> January 2019



Heather Rohard,  
Clerk to the Council