

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

11<sup>th</sup> November 2019

To all Members of the Halls Committee

A meeting of the **Halls Committee** will be held on Tuesday 19<sup>th</sup> November 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 TERMS OF REFERENCE FOR 'BUILDINGS COMMITTEE'**

To consider changes to the Committee's Terms of Reference.

**6 BUDGET MONITORING**

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

**7 MAINTENANCE**

To receive report and consider any actions to be taken on general maintenance needs.

**8 GENERAL MAINTENANCE and PLUMBING FRAMEWORK AGREEMENTS**

To agree specification of framework agreements

**9 ELECTRICAL WORKS**

To ratify decision to authorise schedule of works for Village Hall and stage area.

**10 JUBILEE HALL ROOF**

To consider quote for works to go ahead.

**11 REGULAR HIRERS**

To discuss any matters relating to regular hirers.

**12 BUDGET SETTING 2020/2021**

**11 DATE OF NEXT COMMITTEE**

21<sup>st</sup> January 2020



Lisa Bugler,  
Clerk to the Council