



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

TO ALL MEMBERS OF THE HALLS COMMITTEE

14th January 2025

A G E N D A

You are summoned to attend a meeting of the Halls Committee to be held on **Tuesday 21st January 2025** in the Parish Room, South Darenth at **7.30 pm**. For members of the public, space is strictly limited in the Parish Room. **Contact the Parish office no later than midday 21st January to book your place in advance.** Otherwise you may not be able to attend.

1 APOLOGIES FOR ABSENCE

To receive apologies for absence

2 DECLARATIONS OF INTEREST

To receive any other than already declared.

3 MINUTES

To confirm the Minutes of the last meeting held 19th November 2024.

4 MATTERS ARISING

Items arising from the Minutes of the last meeting (for information only unless specified in advance and included on this agenda)

5 QUESTIONS FROM THE PUBLIC and CORRESPONDENCE

To allow 10 minutes for questions or read out any correspondence received. Items not the responsibility of Halls will be informed of the relevant Committee or authority to direct their query to.

6 MAINTENANCE

To discuss items on the Maintenance sheet, consider and update.

To receive quotes on cleaning of VH floors and/or replacing.

To receive quote to replace JH roller/VH vertical blinds.

To confirm review of building fire risk assessment.

7 REGULAR HIRERS

To confirm Friday evening rate for charity booking.

8 DATE OF NEXT COMMITTEE

Tuesday 18th March 2025

L.J. Johnson

Lisa Johnson

Clerk/RFO to the Council