



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

13 March 2024

**TO ALL MEMBERS OF THE HALLS COMMITTEE**

**A G E N D A**

You are summoned to attend a meeting of the Halls Committee to be held on **Tuesday 19<sup>th</sup> March 2024** in the Parish Room, South Darenth at **7.00 pm**. For members of the public, space is strictly limited in the Parish Room. **Contact the Parish office no later than midday 19<sup>th</sup> March 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 apologies for absence

**3 MINUTES**

To confirm the Minutes of the last meeting, January 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, schedule any items for the Easter holidays and update the Maintenance sheet.

**8 REGULAR & CASUAL HIRERS**

To discuss and decide upon invoicing regular hirers in advance.

To consider any additions to the halls price lists.

To consider request from SDFC Junior teams to hold a football tournament.

**9 BUDGET MONITORING**

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

**10 DATE OF NEXT COMMITTEE**

Tuesday 21<sup>st</sup> May 2024.

A handwritten signature in black ink that reads 'Lisa Johnson'.

Lisa Johnson, Clerk to the Council