

KINGSTON COMMUNITY PAVILION

There will be a meeting of the Pavilion Committee on Monday 3rd December 2018
in the Pavilion, starting at 7:00 p.m.

AGENDA

1. Apologies
2. Minutes from previous meeting, 9th October 2018 (already circulated)
3. Matters arising (other than Action points)
 - Kettle: FH
4. Action points:
 - Estimates for repairs & maintenance for 2019 budget: see attached sheet, which was provided to KPC; PM/TK/BB.
 - External maintenance/ cladding: TK
 - Meadow flowers on roof: TK
 - Lamination of hot water warning signs: BB.
 - Internal maintenance: PM
 - Intruder & fire alarms maintenance check: the 6-monthly checks were performed on 12th October for both of these alarms
 - Roof irrigation: PM
 - Purchase of cutlery: HC
 - Defibrillator: BB
 - Data Protection update: BB
 - Acoustics in main room: BB
5. KPH update
6. KPC update
7. Any other business
8. Date of next meeting