

## **KINGSTON COMMUNITY PAVILION**

There will be a meeting of the Pavilion Committee on Tuesday 9<sup>th</sup> October 2018  
in the Pavilion, starting at 7:00 p.m.

### **AGENDA**

1. Apologies
2. Minutes from previous meeting, 6th August 2018 (already circulated)
3. Matters arising (other than Action points)
4. Action points:
  - Estimates for repairs & maintenance for 2019 budget: PM/TK
  - External maintenance/ cladding: TK
  - Meadow flowers on roof: TK
  - Lamination of hot water warning signs: TK
  - Pavilion cleaner: TK
  - Internal maintenance: PM
    - Intruder alarms annual maintenance check
    - hand dryers, light bollards; electrical certification
    - roof irrigation repairs
  - Purchase of cutlery: HC
  - Review of documents; Conditions of Use - user information & Booking Policy: All
  - Defibrillator pads: 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