

## **KINGSTON COMMUNITY PAVILION**

There will be a meeting of the Pavilion Committee on Monday 27th November 2017  
in the Pavilion starting at 7:00 p.m.

### **AGENDA**

1. Apologies
2. Minutes from previous meeting 25th September 2017 (already circulated)
3. Update on Collage – to be confirmed
4. Matters arising (other than Action points)
5. Action points:
  - Printer disposal: PG
  - Defibrillator: BB
  - Roof irrigation/store leak: TK
  - External maintenance/ cladding: JP/TK
  - Intruder alarm: PM
  - Kitchen shutters & hand dryers: PM
  - Cleaning schedule: JG/TK
  - PAT testing equipment (PG) and incorporation into Terms & Conditions: BB
  - Review & update of “Conditions of Use” and “Booking Policy”: JG/BB
  - Discussion on hire charges & fees for regular Pavilion users: BB
6. KPH update
7. KPC update
8. Action Group update
9. Any other business
10. Date of next meeting