

KINGSTON COMMUNITY PAVILION

There will be a meeting of the Pavilion Committee on
Monday 26th September 2016 in the Pavilion starting at 7.30 p.m.

AGENDA

1. Apologies
2. Minutes from previous meeting 25th July 2016 (already circulated)
3. Matters arising (other than Action points)
4. Action points:
 1. Toilet opening rota (TK)
 2. Updated T&Cs & Booking secretary's email (TK)
 3. First Aid event (BWB)
 4. Collage (TK)
 5. Internal maintenance (BWB)
 6. Specific risk assessment for Coffee group lunches (HC & DA)
 7. Laptop & cable (PG)
 8. Defibrillator (BWB)
 9. Picnic bench (TK)
 10. Extra chairs (BWB)
 11. External maintenance & cleaning (JP & BWB)
 12. New committee members (BWB)
5. KPH update (KH)
6. Steering group update (VS)
7. KPC update (New council representative)
8. Any other business
9. Date of next meeting