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FAWKHAM PARISH COUNCIL**

I hereby summon you to attend the Parish Council Meeting of Fawkam Parish Council to be held at Fawkham Village Hall, Valley Road Fawkham commencing at 7pm on **Thursday 15th February 2018** to transact the following business.

Clerk to the Council.
Lynda Harrison

Members of the Parish Council: Cllr Mike Pearsall (Chairman), Cllr Mr Steve Gray, Cllr Mrs Faye Parkin, Cllr James Hollands and Cllr Duncan Harker.

**Parish Council Meeting
Agenda**

1. Apologies:

2. Declarations of Interest

3. Plans: No Plans Received

4. Minutes of Previous Meetings

To approve as a correct record the MINUTES of the Parish Council Meeting held on 18th January 2018, as attached.

5. Correspondence:

18/01 War Memorial:

The Clerk has made enquiries about the “wrong” spelling of Clark / Clarke on the war memorial and is awaiting guidance on whom the responsibility would be to

1. Confirm the spelling

And

2. Organise a correction if required

Paper attached

Update:

6. Village Hall Kitchen

Document circulated with Agenda details received from Village Hall Committee:

The FVH Management Committee met last Thursday. It considered the finalised quotes and decided to go ahead with the quotation from Family Kitchens of Longfield. Attached are details of the quotes and some notes that reflect our position when considering the quotes. We feel that it is important that we have single project management so that the coordination of trades and suppliers expedites the minimum down time for the kitchen and Hall. The Gary Cooke quote is for a part solution and if we had decided to use him then we would be into further quotes and coordination for the balance of the work. Additionally the Gary Cooke quote was not outstandingly cheaper for the part that was quoted for. For the decision between Wickes and Family Kitchens it was based on price and the desire to use a local firm if possible.

We trust that this is sufficient information for the Fawkham Parish Council to proceed with obtaining and providing the necessary funding for this project. We have indicated to all potential suppliers that we have still to achieve funding so they are expecting a delay in commissioning the work.

The FVHMC has also decided to obtain quotes for renewal of the roof covering. The first potential supplier has visited site today and inspected and measured the roof. The total area is circa 242 m². Likely unit cost is about £65/ m² for re-felting three layer and about 50% more if the roof needs re-boarding. To our untrained eye we see no water ingress to the Hall and hope that re-boarding will not be necessary although some localised new boards may still be necessary. At the kitchen end of the hall the fascia and soffit have rot and will need replacing. The incoming electrical cables are attached to this fascia and need re-routing and we will take advice on this. This work will be at additional cost. We will keep you advised when more information becomes available. The FVHMC also discussed having a full condition survey of the Hall done. We will obtain a quote for this work and re-consider through the committee the value of having this done before we proceed.

7. Finance –

Cheque No. 000739 Clerks Salary £344.85 **Cheque No. 000740** HM Revenue and customs £86.40.

8. Dates of next Parish Council Meeting : Thursday 15th March 2018