

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 9TH MAY 2005 at 7.30PM

Ditton Parish Council
Ditton Community Centre
Kilbarn Road
Ditton
Aylesford
Kent
ME20 6QR
Telephone: 01732 844749

[Mrs] Sue Kavanagh
Clerk of the Council
3rd May 2005

A G E N D A

1. OPENING OF MEETING
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS
4. ELECTION OF VICE CHAIR
5. FINANCE

[a]	<u>Community Centre Accounts For Payment</u>		
AMS:	Asbestos Survey	1970.00	
		Vat <u>344.75</u>	2314.75
CEF (Maidstone):	30w Lamps	8.47	
		Vat <u>1.45</u>	9.92
Cleanaway Limited:	Refuse Disposal -27.2.05 to 02.04.05	174.65	
		Vat <u>30.56</u>	205.21
Edwardes Bros:	Theatre Lamps	26.00	
		Vat <u>4.55</u>	30.55
Initial Textiles:	Towel Rental 1.5.05 to 31.5.05	55.80	
		Vat <u>9.77</u>	65.55

Kent County Council: BACS – Overpayment- Hire Fee
.50

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Youth Offending Team Booking

Lloyds TSB Comm Finance:	Dark Knight Security Account		211.50
Worldwide Printing:	Printing Receipt Books	75.10	
		Vat <u>13.14</u>	88.24
Warmlake Bathroom Studio:	Deposit on Planned Work to Oaken Hall – Ladies Toilets		1195.00

Deposit Refunds - List available at Meeting

[b] Bar Accounts For Payment

Bar Imprest Account:	Statement Fee	3.25	
	Wages	60.35	
	Petty Cash	<u>73.85</u>	137.45
Mr J R Black:	Prepare & Paint Outside Walls &		33.00
Charus Automatic:	Gaming Machine Rental	173.34	
		Vat <u>30.33</u>	203.67
County Stocktakers:	Stocktaking – 31 st March 2005	180.00	
		Vat <u>31.50</u>	211.50
Kff:	Bar Snacks		35.60
Kent Refrigeration:	Repairs to Glass Washer	32.50	
		Vat <u>5.69</u>	38.19
Adrian Mecklenburgh:	Post Mix Wine & Syrup	185.31	
		Vat <u>32.44</u>	217.75
Nivek Catering:	Coffee, Napkins, Cream &	50.76	
		Vat <u>4.71</u>	55.47
Silver Springs:	Soft Drinks	65.77	
		Vat <u>11.51</u>	77.28
SSG Emprise Ltd:	Bar Keyholders	30.00	
		Vat <u>5.25</u>	35.25
Trichem (South) Ltd:	Glass Wash	46.00	
		Vat <u>8.05</u>	54.05

(c) Financial Analysis – if available

6. ITEMS BROUGHT FORWARD FROM LAST MEETING

[a] Cleaning Inspection Report [Page 349] Item 656 [a]

[i] REPLACEMENT MISTED GLASS UNITS – Quotation

[b] Refurbishment of Corridor [Page 350, Item 656 [d]

- [i] UNITED FLOORING - Revised Quotation for Saturday working
- [ii] VINYL TO FRONT OF CLOAKROOM - Quotation
- [iii] ACORN ROOM – RE-DECORATION - Quotation
- [iv] COLOUR CHARTS & VINYL FLOORING SAMPLES – Colour selection
- [v] REPAIRS TO CEILING AFTER ROOF LIGHTS REMOVAL - Quotation
- [c] Smoke Detectors for Centre – Quotation [Page 351, Item 656[e]
- [d] Asbestos Survey – Report – Page 352, Item 660]

7. **BAR**

- [a] Kilbarn Club Takings – copy herewith
- [b] Bar Matters
- [c] Kilbarn Club Social Club Balance Sheet
- [d] Thursday Evenings - No Smoking & Special Evenings
- [e] Kilbarn Club – Complaint from Darts Team – if available

8. **CLEANING & CARETAKING**

- [a] Current situation

9. **HIRE RATES FROM 1ST JANUARY 2006** - copy herewith

10. **CORRESPONDENCE**

Hi Kent: Facilities For Deaf – Free Survey

Kent County Council: Capital Project 2004 – Upgrade of Audio & Lighting Grant Application Held Over By Board Until November 2005

11. **THERMOSTATIC CONTROLLED TAPS FOR DON CARMAN TOILETS**

- [a] Request from Health & Safety Officer from TMBC Summer Playscheme

12. **REPAIRS TO CAR PARK** - Quotation

13. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes, at approximately 8.30pm to permit members of the public to raise any items for the Council's attention.