

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 12TH JUNE 2006 at 7.30PM**

Ditton Parish Council
Ditton Community Centre
Kilnbarn Road
Ditton
Aylesford
Kent
ME20 6AH
clerk@dittonparishcouncil.gov.uk

[Mrs] Sue Kavanagh
Clerk of the Council

Telephone: 01732 844749

6th June 2006

A G E N D A

1. OPENING OF MEETING

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF MEMBERS' INTERESTS

4. FINANCE

[a] Community Centre Accounts For Payment

Astra Security Systems Limited: 76.96	Chain & Security Keys	65.50 Vat <u>11.46</u>
BJC Commercial Services Ltd: 60.35	Rotex Floor Cleaner for Corridor	51.36 Vat <u>8.99</u>
Cleanaway Ltd: 154.39	Refuse Collection 2/04/06 to 29/04/06	131.40 Vat <u>22.99</u>
Gasforce Ltd: 177.59	Repairs to Range	151.14 Vat <u>26.45</u>
Initial Washroom Solutions: 68.74	June Towel Rental	58.50 Vat <u>10.24</u>



County Council:	Cigarette Bin	249.75
	Fire Extinguisher Inspection	28.95
	Navy Tabard	5.80
	Key Safe	35.88
	Cleaning Materials	<u>325.25</u>
		645.63
	Vat	<u>112.97</u>

758.60

Mid Kent Water: Meter Reading 26th April 2006
797.83

Protech Securities (UK) Ltd:	Security during May 2006	605.70
711.70		Vat <u>106.00</u>

Record UK Ltd:	Repairs to front double doors	113.00
132.78		Vat <u>19.78</u>

RPC Wildlife	Ant treatment at Centre	
50.00		

Top2Bottom:	Emergency repairs to manhole outside shower room	200.00
235.00		Vat <u>35.00</u>

Three Towns Office Equipment Ltd:	Second hand typist chair for Cloakroom	25.00
29.37		Vat <u>4.37</u>

Deposit Refunds

Oaken Hall

The Don Carman Hall

08.05.06	17.00	13.05.06	50.00
08.05.06	50.00	20.05.06	56.00
12.05.06	100.00	20.05.06	50.00
13.05.06	100.00	26.05.06	50.00
26.05.06	100.00	27.05.06	50.00
27.05.06	100.00	02.06.06	50.00
28.05.06	50.00	03.06.06	50.00
10.06.06*	81.25	11.06.06*	50.00

* Subject to inspection

[b] Bar Accounts For Payment

DCC Bar Imprest A/C:	Petty Cash	84.52
	Repairs	68.63
	Wages	200.10
	Top Up To Bar Float	500.00
	Polo Shirts	75.08
	Voucher Charge	<u>3.25</u>
931.58		

ABAT London Ltd:	Repairs to fan in toilets	460.00
540.51		Vat <u>80.51</u>
BBp Plumbing & Heating:	Clear Blocked Drain Pipes –	
86.29	Kilnbarn Club Urinals	
Bickmore Lock and Glass:	Board up and replace sealed unit in Gents toilets	78.00
91.65		Vat <u>13.65</u>
Charus Automatic Ltd:	Gaming Machine Rental to 31 st May 2006	173.34
203.67		Vat <u>30.33</u>
Kent County Council:	Cleaning Materials	66.45
78.08		Vat <u>11.63</u>
Kent Frozen Foods:	Hot Bar Snacks	
42.42		
J Lee:	Service to tills	
204.00		
Adrian Mecklenburgh:	Post Mix Wine & Syrup	472.93
555.73		Vat <u>82.80</u>
Nivek Catering Supplies:	Straws, Coffee Filters & Creams	37.32
38.06		Vat <u>0.74</u>
Parker Merchanting:	Tammy Manklow – Safety Boots	36.87
43.32		Vat <u>6.45</u>
Plumbase Ltd:	Salt for Glass Washers	27.50
32.31		Vat <u>4.81</u>
Poyntell Ltd:	Attendance following break-in	128.33
	Supply and fit new toilet door	208.70
	Repairs to bar door	<u>45.00</u>
		382.03
448.91		Vat <u>66.88</u>
SSG Emprise Ltd:	Keyholder Service – May 2006	30.00
35.25		Vat <u>5.25</u>
Silver Spring Mineral Co. Ltd:	Soft Drinks	149.72
175.92		Vat <u>26.20</u>

[c] Financial Analysis – if available

[d] Stocktake Report – if available

5. **ITEMS BROUGHT FORWARD FROM LAST MEETING**

There were no items held over from the previous meeting

6. **BAR**

[a] Kilnarn Club Takings – Copy herewith

[b] Bar Matters

[c] Refurbishment of Kilnarn Club – Response from Finance & Admin Meeting

[d] Ditton United Presentation – Suggestions for 2007

[e] Problems in Kilnarn - F A Cup Final - Ticket Only 2007

[f] Request from Bar Manager for letter to be sent to Kilnarn Club Member

[g] Changes to Oaken Hall Bar to make a Small Kitchen Near Catering Fridge – Suggestion from Julie Shephard

[h] Youths Using Club Facilities

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Caretaking Vacancy

8. **BOOKINGS**

[a] 30th September 2006 -18th Birthday Party - Request to Have Bouncy Castle

9. **CORRESPONDENCE**

Record UK Limited

Contract Renewal

10. **SECURITY ALARM** - Quotation

11. **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.