

**DITTON PARISH COUNCIL**

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 13<sup>TH</sup> JUNE 2005.

PRESENT:    CLLRS J E DESAVE (CHAIRMAN), M J PORTER (VICE-CHAIRMAN),  
               R G W BAKER, MRS A BEADLE, J BEADLE, J D DAY,  
               MRS J E DESAVE (FROM 8.15PM), MRS A THROSSELL  
               MRS MARILYN GRANTHAM (COMMUNITY CENTRE ADMINISTRATOR)  
               MRS AMANDA DAVIS (ADMINISTRATIVE ASSISTANT)

95.    **OPENING OF MEETING**

The meeting was opened by the Chairman at 7.30pm who welcomed Cllr John Beadle to the meeting. It was **NOTED** that Cllr Beadle would like to join this Committee following the resignation of Cllr Mulcuck.

**RESOLVED** that this application be accepted.

96.    **APOLOGIES FOR ABSENCE**

Apologies previously notified were **RECEIVED** and **ACCEPTED** from Cllr Mrs J Thorpe.

97.    **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of interest.

98.    **FINANCE**

**RESOLVED** that the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

[a]    Community Centre Accounts for Payment

All Day-All Night Plumbing:	Repairs to leaking Urinal Stopcock renewal	65.00 <u>85.00</u> 150.00	
		Vat 26.26	176.26
Astra Security Systems Ltd:	Keys	63.58 Vat <u>11.13</u>	74.71
Broplast	Plastering corridor Additional work to skylights	6248.20 <u>700.00</u> 6948.20	
	Less paid	<u>1000.00</u>	5948.20
Capital Cleaning [Kent] Ltd:	Abillia 17" Scrubber Drier	2816.00 Vat <u>492.82</u>	3308.82
Cleanaway Ltd:	Refuse Disposal – April Refuse Disposal – May	117.84 168.66	

		Vat <u>50.13</u>	
		336.63	
	Less Credit Note: 66466	<u>18.51</u>	318.12
Peter Dorrell & Co.	Re-seal Oaken Hall and Don	2235.00	
	Less Discount	<u>55.88</u>	
		2179.13	
		Vat <u>381.35</u>	2560.48
Edwardes Bros:	12 x F8w Tubes	17.40	
	Theatre Lamps	26.00	
	Clear Crompton bulbs	<u>12.60</u>	
		56.00	
		Vat <u>9.79</u>	65.79
Gunpoint:	Repointing Damaged Areas	360.00	
		Vat <u>63.00</u>	423.00
Initial Textile Svcs:	Towels 1.6.2005 – 30.6.2005	55.80	
		Vat <u>9.77</u>	65.57
Kent County Council:	Cleaning Materials	109.80	
		Vat <u>19.22</u>	129.02
Mid Kent Water:	Metered Water Supply		1035.35
Peeks Ltd:	Oaken Hall Decorations (summer)	52.02	
	Carriage	5.50	
		Vat <u>10.07</u>	67.59
Polyspec Platics:	Repairs to roof light domes	946.76	
		Vat <u>165.67</u>	1112.43
Poyntell Ltd:	Keys for Centre	19.50	
		Vat <u>3.42</u>	22.92
Record Automatic Doors:	Routine Service	235.00	
		Vat <u>41.13</u>	276.13
RPC Wildlife:	Ant Treatment Comm. Centre	50.00	
United Flooring Ltd:	Repairs to Oaken Hall Floor	320.00	
		Vat <u>56.00</u>	376.00

Deposit Refunds**OAKEN HALL**

14.05.05 £175.00  
 15.05.05 £50.00  
 20.05.05 £100.00  
 21.05.05 £175.00  
 22.05.05 £60.00  
 11.06.05 £100.00

**DON CARMAN HALL**

14.05.05 am £50.00  
 14.05.05 pm £50.00  
 21.05.05 £50.00  
 22.05.05 £50.00  
 28.05.05 £58.50

The full list of deposit refunds was **READ**.

**RESOLVED** that the deposit refunds be **ACCEPTED, APPROVED** and **PAID**, with the exception of the deposit refund of £100.00 that refers to the function held on 11<sup>th</sup> June 2005 until the events of the evening are fully investigated.

[b] Bar Accounts for Payment

**RESOLVED** that the following accepts be **ACCEPTED, APPROVED** and **PAID**:-

Charus Automatic Ltd:	Gaming Machine rental to 31 <sup>st</sup> May 2005	173.34 Vat <u>30.33</u>	203.67
Kent County Council:	Cleaning materials and No Smoking Sign	65.77 Vat <u>11.51</u>	77.28
Kent Refrigeration:	Repairs to Condenser	56.00 Vat <u>9.80</u>	65.80
Adrian Mecklenburgh:	Post mix wine and soft drinks	452.77 Vat <u>79.23</u>	532.00
Nivek Catering:	Glasses	88.92 Vat <u>15.56</u>	104.48
SSG Emprise Ltd:	Key Holder Service – May 2005	30.00 Vat <u>5.25</u>	35.25
Silver Springs:	Soft drinks	99.71 Vat <u>17.45</u>	117.16

[c] Accounts paid between meetings

Broplast:	Interim payment	1000.00
DCC Bar Imprest A/C:	Emergency Reimbursement	500.00

[d] Financial Analysis – if available

It was **NOTED** that there was no financial analysis available for the meeting.

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

[a] Refurbishment of Corridor [Page 19, Item 34 [a]

It was **NOTED** that all the work scheduled for the above refurbishment is now complete. The redecoration of the Acorn Room is now complete but it will be necessary to replacement the curtains.

**RESOLVED** that the curtains be replaced with wooden blinds at a cost of approximately £120.00.

It was **NOTED** that the mirrors and all signage will be replaced on Wednesday, 15<sup>th</sup> June 2005.

[b] Hire Rates for 2006 [Page 22, Item 37]

[i] SUGGESTIONS FROM CLLR MULCUCK

[ii] 3% INCREASE

Discussion took place on the above suggestions previously circulated.

**RESOLVED** that Cllr Mulcuck's suggestions be accepted with a few minor adjustments to apply these new rates from 1<sup>st</sup> January 2006.

Thanks were extended to Cllr Mulcuck for the information he provided.

[c] Hi Centre for The Deaf – Free Survey Report [Page 22, Item 38]

It was **NOTED** that a meeting had taken place on Friday, 10<sup>th</sup> June 2005 with a representative from Hi Centre for The Deaf, David Stephens and Cllr Mulcuck. It was agreed that Hi Centre and David Stephens, together with one other contractor, will submit quotations to supply the equipment for the hearing loop in the Oaken Hall, Don Carman Hall and Council Chamber.

A report of the meeting was circulated at the meeting.

Thanks were extended to Cllr Mulcuck for the information he provided.

100. **BAR**[a] Kilbarn Club Takings

A copy of the Kilbarn Club Takings, which had previously been **CIRCULATED**, was **READ**.

It was suggested that the gaming machine be changed, together with the percentage payout, and the possibility of a newer machine be investigated.

[b] Bar Matters

The Bar Manager, Mrs Judith Grimes, joined the meeting and raised the following points:-

- Fluctuation in float  
Cllr Beadle agreed to draft a memo to senior staff.
- Lack of co-operation of member of Bar staff  
This matter to be dealt with by the Clerk on return from her holiday.

[c] Thursday Evenings - No Smoking & Special Evenings

It was **NOTED** that a keg of beer has been donated by Scottish Courage to enable another £1 a pint evening in the Kilnbarn during June. This promotion will run on Thursday, 30<sup>th</sup> June 2005.

[d] Request to hold auction in aid of the Tsunami on 30th June 2005

A request from the Community Centre Administrator to hold a charity auction in the Kilnbarn Club in aid of Tsunami victims in a small village in Sri Lanka was **READ & NOTED**.

**RESOLVED** to accede to this request.

101. CLEANING & CARETAKING[a] Current situation

It was **NOTED** that there was nothing to report.

102. CORRESPONDENCE

Ditton Junior School: Request to bring in soft drinks for their function on 24<sup>th</sup> June 2005

**IT WAS NOTED THAT THIS FUNCTION HAS NOW TRANSFERRED TO THE DON CARMAN HALL AS VERY FEW TICKETS HAVE BEEN SOLD.**

**RESOLVED** to accede to this request.

103. CHRISTMAS ILLUMINATIONS & DECORATIONS – Quotation from Gala Lights

A quotation from Gala Lights to supply illuminated decorations to the wall above the Acorn Room was **READ**.

**RESOLVED** that this quotation be returned to the October meeting for further consideration.

104. **FORMATION OF WORKING PARTY** – For Maintenance of Centre

As the majority of the members of the Community Centre Community would like to be on the Working Party it was

**RESOLVED** that meetings of this Working Party will take place bi-monthly commencing on 11<sup>th</sup> July 2005.

Members were requested to pass any items or comments to the Parish Office staff prior to the 11<sup>th</sup> July 2005 to enable a schedule of works to be drawn up.

105. **CLOSURE**

The meeting closed at 8.35pm.

Chairman  
11<sup>th</sup> July 2005