

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 10TH APRIL 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

4th April 2006

Telephone: 01732 844749

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

Bickmore Lock & Glass:	Replacement Glass Vandalised Window – Parish Office	142.00 Vat <u>24.85</u>	166.85
BJC Commercial Services:	Rotex Floor Cleaner for Corridor	51.36 Vat <u>8.99</u>	60.35
J R Black:	Quarterly Window Cleaning		70.00
British Telecom:	Booking/Bar Telephone Line Centre Foyer Telephone Line	192.23 <u>45.23</u> 237.46 Vat <u>41.55</u>	279.01
Ditton Electrical Contracts Limited:	Install Light Fittings in Corridor	485.70 Vat <u>85.00</u>	570.70
Edwardes Bros Dulwich Limited:	Bulbs & Reflectors Lamps	13.85 Vat <u>2.42</u>	16.27
Gasforce Limited:	Careplan 3/4/06 to 2/4/07	2158.29 Vat <u>377.79</u>	2536.08

Initial Textile Services:	Towel Rental 1/4/06 to 30/4/06	58.50	
		Vat <u>10.24</u>	68.74
Kent County Council:	Replacement Drain Rods	33.95	
	Replacement Vacuum	100.00	
	Cleaning Materials & Stationery	349.95	
	Swivel Clip Badges	<u>12.99</u>	
		496.89	
	Less Credit Notes	<u>-33.20</u>	
		463.69	
		Vat <u>81.14</u>	544.83
Poyntell Limited:	Supply & Fit Sliding Doors to Cloak Room Hatch	2304.67	
		Vat <u>403.32</u>	2707.99
Protech Securities [UK] Ltd:	Security 11/3/06	144.00	
		Vat <u>25.20</u>	169.20
Seaboard Energy:	Electricity Account to 23/3/06	1989.23	
		Vat <u>348.12</u>	2337.35
David Stephens:	Electrical Work 1/7/04 to 31/3/06		2476.50
Davis Stephens:	Hearing Loop & Upgrade Lighting & Audio System		2989.00
Top2Bottom:	Roof Repairs Acorn Room Corridor	480.00	
	Repairs to Roof Outside Chamber	<u>150.00</u>	
		630.00	
		Vat <u>110.25</u>	740.25
Travis Perkins:	Materials for Leaflet Holder	24.59	
	Materials for maintenance work	<u>45.08</u>	
	.	69.67	
		Vat <u>11.69</u>	81.36

Deposit Refunds

Oaken Hall

24.03.06	50.00
25.03.06	111.50
01.04.06	81.25
02.04.06	76.50
05.04.06 *	50.00

The Don Carman Hall

17.03.06	50.00
18.03.06	49.00
24.03.06	50.00
25.03.06	50.00
08.04.06 *	50.00

* Subject to inspection

[b] Bar Accounts For Payment

DCC Bar Imprest A/C:	Petty Cash	83.93	
	Wages	51.11	
	Plumbing Charges	46.86	
	Voucher Charge	<u>3.25</u>	185.15

Charrus Automatic Ltd:	Machine Rental March		151.67
	Game Safe Cabinet	<u>21.67</u>	
		173.34	
		Vat <u>30.33</u>	203.67
Jobs On The Web:	Internet Advertisement	118.00	
	16 Hr Position	Vat <u>20.65</u>	138.65
Kent Refrigeration:	Supply Water Hose to Glass Washer	4.64	
	Water Softener	Vat <u>0.81</u>	5.45
Kent County Council:	Salt for Glass Washers	10.70	
		Vat <u>1.87</u>	12.57
Kent Frozen Foods Ltd:	Hot Bar Snacks		51.04
Adrian Mecklenburgh:	Post Mix Syrup and Wine	389.30	
	Less Credit Note	<u>9.58</u>	
		379.72	
		Vat <u>68.13</u>	447.85
Nivek Catering Supplies:	Food Thermometer	10.99	
	Kenco Coffee Filters & Cream	<u>44.14</u>	
		55.13	
	Less Credit Note	<u>12.91</u>	
		42.22	
		Vat <u>1.92</u>	44.14
Silver Springs Minerals Limited:	Soft Drinks	52.90	
		Vat <u>15.09</u>	62.16
SSG Emprise:	Key Holder Service – March 2006	30.00	
		Vat <u>5.25</u>	35.25
David Stephens:	Electrical Work in Bar Areas 2004/06		268.00
Travis Perkins:	Repairs to Patio	72.91	
		Vat <u>12.76</u>	85.67
West Kent College:	Basic Food Hygiene - J. Grimes	55.00	
	Basic Food Hygiene – J. Shephard	55.00	
	Basic Food Hygiene – J. Blackwell	<u>55.00</u>	165.00

[c] Financial Analysis – if available

[d] End of Year Stocktake Report – if available

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

[a] Repairs to Flapper Barrier – Additional Quotation [Page 421, Item 597]

6. **BAR**

[a] Kilbarn Club Takings – Copy herewith

- [b] Bar Matters
- [c] Increase in Bar Float
- [d] Refurbishment of Kilbarn Club
- [e] Request for Disco in the Kilbarn Club 22nd April 2005 – Ditton United FC
- [f] Quotations for Permanent Outside Ashtrays

7. **CLEANING & CARETAKING**

- [a] Current situation
- [b] Inspection Report - Update

8. **PURCHASE OF REPLACEMENT CHAIRS - from Furniture & Fittings Fund**

9. **SALE OF AIR RIFLES AT INDOOR MARKETS**

10. **CORRESPONDENCE**

Kent Police College:

Letter of Thanks

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.