

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 11th JANUARY 2010 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

5th January 2010

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 Ltd:	Locks for Don Carman Hall cupboards	9.83	
		Vat <u>1.47</u>	11.30
Cube Plumbing & Heating Ltd:	Replacement of fill value on W/C and removal of water stop valves in W/Cs	311.91	
		Vat <u>46.79</u>	358.70
Initial Washroom Solutions:	January Towel Rental	62.54	
		Vat <u>9.38</u>	71.92
Kent County Council:	Cleaning Materials	398.86	
	Floor tool for vacuum cleaner	10.49	
	Toilet rolls	<u>30.98</u>	
		440.33	
	less Credit Note	<u>30.98</u>	
		409.35	
		Vat <u>61.40</u>	470.75
Record UK Ltd:	Repair to automatic doors	205.00	
		Vat <u>30.75</u>	235.75
Travis Perkins:	Drain pipe sleeve	7.14	
		Vat <u>1.07</u>	8.21



Tubular Furniture:	Ferrules for Oaken Hall chairs	11.62	
		Vat <u>1.74</u>	13.36
United Balloon & Gas Co. Ltd:	Balloons for Oaken Hall	60.00	
		Vat <u>9.00</u>	69.00
Veolia Environmental Services:	Refuse Collections – November 2009	154.00	
		Vat <u>23.10</u>	177.10

Deposit Refunds

Oaken Hall		Don Carman Hall	
12.12.09	50.00	11.12.09	50.00
13.12.09	50.00	12.12.09	70.00
13.12.09	50.00	13.12.09	50.00
14.12.09	50.00	31.12.09	50.00
17.12.09	50.00	02.01.10	50.00
02.01.10	50.00	02.01.09	50.00

[b] Bar Accounts for Payment

Bickmore Lock and Glass:	Reglaze Georgian wired polished plate panel to main entry door	61.00	
		Vat <u>9.15</u>	70.15
County Stocktakers:	Stocktake 17 th November 2009	165.00	
		Vat <u>24.75</u>	189.75
Emprise Services PLC	December Key Holder Fee	20.83	
		Vat <u>3.13</u>	23.96
Kent County Council:	Cleaning Materials	14.94	
		Vat <u>2.24</u>	17.18

[c] Financial Analysis – herewith

[d] Stocktake Report – 17th November 2009 - herewith

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

[a] Cash Machines/Cash Back Service- Report from Cllr Porter – [Page 172, Item 358(a)]

[b] CCTV - [Page 206, Item 415(d)]

6. **BAR**

[a] Kilnbarn Club Takings – Copy herewith

[b] Counterfeit £20.00 notes - weekend takings 20.12.09

[c] Bar Matters

[d] Purchase of Commercial Warming Trolley

[e] Authority for Review Committee to Continue Liaison with Allbars

[f] Replacement TVRs to Kilnbarn Club radiators - Quotation

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection – if available

8. **ELECTRICITY CONTRACT** – Quotation for renewal of contract 1st April 2010

9. **BOOKINGS**

Margaret Preedy Dance Studios: Complaint about floor – 4th July 2009

Mrs L Clarke: Cancelled Booking – 29th December 2009

1st Ditton Scouts: Request for Retrospective Reduction in Hire Fee
8th December 2009

West Kent WI: Damage to functioning of automatic doors – 6th
November 2009

10. **OAKEN HALL SOUND AND STAGE LIGHTING**

[a] Quotation for Purchase

[b] Quotation for Hire

11. **CANCELLATION OF WEDDING PACKAGES DUE TO CHANGES IN NUMBERS**

12. **REPLACEMENT WATER TANK – SIDE OF STAGE** – Quotation

13. **REPLACEMENT URINAL & TILING OF OAKEN HALL GENTS TOILET**–Updated quotations

14. **REPORT ON BOILERS BY INSURERS** – for noting

15. **GAS APPLIANCES & BOILER MAINTENANCE COVER 2010/2011** –comparison grid
herewith

16. **CLOSURE**

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