

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 8th FEBRUARY 2010

PRESENT: CLLRS J BEADLE (CHAIRMAN), MRS A BEADLE, W CORDWELL, D NUNN AND M PORTER
 MRS AMANDA DAVIS (ADMINISTRATIVE ASSISTANT)

492. **OPENING OF MEETING**

The meeting was opened by the Chairman at 7.30pm.

493. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllr Newman. The previously notified reasons for absence are recorded in the Absence Book Ref: 057 and **ACCEPTED** and **APPROVED** by this Committee.

494. **DECLARATION OF MEMBERS' INTERESTS**

Cllrs Cordwell and Porter declared a personal interest in item 497(c) below as they are members of the Kilnbarn Residents Club.

495. **FINANCE**

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

[a] Community Centre Accounts for Payment

Chubb Fire Ltd:	Monitoring Charge for 12 months ending 25.01.11	420.38	
		Vat <u>73.57</u>	493.95
Cube Plumbing & Heating Ltd:	Rehang toilet cistern in changing rooms and repair faulty flush in KB Ladies toilet	125.00	
		Vat <u>21.88</u>	146.88
Easy-Print UK Ltd:	Receipt books	92.50	
		Vat <u>16.19</u>	108.69
Edwardes Bros (Dulwich) Ltd:	Oaken Hall ceiling lamps	29.00	
		Vat <u>5.07</u>	34.07
Grogan Electrical Services:	Supply and fit wall mounted fan heater above door outside caretakers office	175.00	
		Vat <u>26.25</u>	201.25
Initial Washroom Solutions:	February Towel Rental	62.54	
		Vat <u>10.94</u>	73.48



Kent County Council:	Cleaning Materials	129.90	
	V Mop and heads	<u>37.98</u>	
		167.88	
		Vat <u>29.38</u>	197.26
Kentec Tool Hire:	Scaffold for change of Oaken Hall lights	96.00	
		Vat <u>16.81</u>	112.81
Secure Engineering Ltd:	Year 2 of 3 year maintenance contract	242.50	
		Vat <u>42.44</u>	284.94
Veolia Environmental Services:	Refuse Collections – December 2009	154.00	
		Vat <u>23.10</u>	177.10

Two additional items were put forward for payment as these had been received after the agenda had been circulated:

Performing Rights Society:	Licence from 6/1/2010 to 5/1/2011	1647.97	
		Vat <u>288.39</u>	1936.36
M White:	Caretaking – 27/1/10, 28/1/10 & 4/2/10		135.67

Deposit Refunds

Oaken Hall		Don Carman Hall	
30.01.10	90.00	05.02.10	50.00
06.02.10	97.50		
24.07.10	100.00		

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

RESOLVED that the deposit refunds be **ACCEPTED, APPROVED** and **PAID**.

[b] Bar Accounts for Payment

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

County Stocktakers:	Stocktake 19 th January 2010	185.00	
		Vat <u>32.38</u>	217.38
Emprise Services PLC	January Key Holder Fee	20.83	
		Vat <u>3.65</u>	24.48

[c] Financial Analysis

The Financial Analysis was **READ** and it was **NOTED** that as this did not include the salaries for Month 10 it was not really of any use.

RESOLVED to investigate whether the monthly meetings can be moved to later in the month or whether the financial analysis should only be circulated once it is complete.

[d] Stocktake Report – 19th January 2010

The Stocktake Report was **READ** and the surplus **NOTED**.

Discussions followed regarding the high costs of pipe cleaning and drip trays in particular. It was **NOTED** that a Till Reconciliation Report had been included and this raised questions regarding the amount of allowances allocated to individual products.

RESOLVED that the Chairman draft an e-mail to the stocktaker raising all the queries and circulate this to Members of the Committee before sending it.

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

[a] Cash Machines/Cash Back Service - Report from Cllr Porter – [Page 227, Item 434(a)]

Cllr Porter advised Members that he is still awaiting details from one company who supply cash machines and has heard nothing further from another.

RESOLVED to look at this item again at the next meeting.

[b] Cancellation of Wedding Packages due to changes in numbers – [Page 229, Item 440]

It was **NOTED** that clarification had been sought from the Clerk of the Council and the six month rule cannot be altered.

RESOLVED to review the Wedding Conditions of Hire in May.

497. **BAR**

[a] Kilnbarn Club Takings

The Kilnbarn Club takings up to and including the 31st January 2010 were **READ** and **NOTED**.

[b] Bar Matters

Mrs Judith Grimes, the Bar Manager, joined the meeting. She advised Members of the entertainment she has booked for the coming months and that she is currently in the process of trying to arrange a BBQ for the FA Cup Final on Saturday, 15th May 2010.

[c] Brewery increases

The price increases from the brewery were **READ** and, following some discussion, **NOTED**.

RESOLVED to raise the prices of those products that the brewery had increased with effect from Monday, 15th February 2010.

498. **CLEANING & CARETAKING**

[a] Current situation

It was **NOTED** that the Caretaking Supervisor was still on sick leave following a carpal tunnel operation and is not expected back for another two weeks.

[b] Cleaning Inspection

The Cleaning Inspection carried out by Cllr Mrs Beadle and the Clerk of the Council was **READ** and it was **NOTED** that this was the worst inspection for some considerable time, with the kitchen being in a particularly bad state.

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

The quotations for renewing the electricity contract as below were **NOTED**.

	Period	Standing/ Quarterly Charge	Evening/ Weekend Rate	Night rate	Daytime rate
Current Supplier	Ends 31/3/10	£23.22	7.96	6.42	10.05
Option 1	12 months	£34.10	7.56	5.04	8.11
Option 2	32 months	25p per day	7.64	5.88	8.58

RESOLVED to accept Option 1 with Scottish and Southern Energy, thereby effectively renewing our contract with our current supplier Southern Electric.

500. **REPLACEMENT WATER TANK – SIDE OF STAGE**

It was **NOTED** that the additional quotes had not yet been received.

RESOLVED to chase the quotations in order that these can be discussed at the next meeting.

501. **CORRESPONDENCE**

The Heart of Kent Hospice:

Request for reduced rate for charity event - 22nd May 2010

The letter from the Heart of Kent Hospice requesting a reduction in hire rates was **READ** and **NOTED**.

RESOLVED to decline the request as the charity rate has been abolished and they have already been quoted local rate.

RESOLVED to advise them to write in requesting they be added to the list of organisations that the Parish Council considers making charitable donations to during February each year.

Kent-West Kent Federation of WI:

Damage to functioning of automatic doors – 6th November 2009

The Chairman advised Members that he had looked over all the correspondence regarding this matter.

RESOLVED that the Chairman would draft a letter to the Federation setting out the clear and concise facts of the matter in order to bring the incident to a close.

Sheila Morel:

Request for reduced rate for charity events – 24th
October 2010 and 29th January 2011

The letter from Mrs Morel requesting a reduction
in hire rates on behalf of the AT Society was
READ and **NOTED**.

RESOLVED to offer Mrs Morel the local rate as the charity
rate no longer exists.

502. **CLOSURE**

The meeting closed at 9.26pm.

Chairman
1st March 2010