

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 JULY 2011 at 7.30PM**

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



[Mrs] Nicola Greenaway
Clerk of the Council

Telephone: 01732 844749

5th July 2011

AGENDA

1. OPENING OF MEETING
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS
4. FINANCE

[a] Community Centre Accounts for Payment

L W Burt:	Replacement Pump Main Boiler House	974.31	
		Vat <u>194.86</u>	1169.17
Kent County Council:	Wall Mounted Cigarette Bin	33.49	
	Cleaning Materials	<u>125.09</u>	
		158.58	
		Vat <u>31.72</u>	190.30
Travis Perkins:	Alloy Scaffold Tower – OH Light Bulb Change	72.90	
		Vat <u>14.58</u>	87.48
L J Pratley & Partners:	Repairs to Window Winders	208.50	
		Vat <u>41.70</u>	250.20

Deposit Refunds

<u>Oaken Hall</u>		<u>Don Carman Hall</u>	
18.06.2011	£100.00	24.06.2011	£50.00
23.06.2011	£63.75	08.07.2011	£115.00
09.07.2011	£62.50		
10.07.2011	£100.00		



[b] Bar Accounts for Payment

Astra Security:	Additional Bar Keys	18.40	
		Vat <u>3.68</u>	22.08
Emprise plc	June Key Holder	20.83	
		Vat <u>3.65</u>	24.48
Kent County Council:	Dishwasher Rinse Aid	35.89	
		Vat <u>7.18</u>	43.07
Lansdell Soft Drinks:	Soft Drinks	101.79	
		Vat <u>16.75</u>	118.54
Travis Perkins:	Repairs to Picnic Benches	44.02	
		Vat <u>8.80</u>	52.82

[c] Financial Analysis – herewith

[d] Stocktake Report - if available

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

[a] Quotation to Change Post Room to a Games Room – [Page 13, Item 31 [a]

6. **BARS**

[a] Kilnbarn Takings – Copy herewith

[b] Function Bars

[c] Bar Matters

[d] Changes to Bar Office for Preparation of Food – Update

[e] Repairs to Replace Leaking Heating Pipes - Quotation

[f] Kilnbarn - 25th Birthday Celebrations

[g] Monday to Thursday – Lunchtime Opening Hours

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection – if available

8. **WEDDING PACKAGES**

[a] Wedding Package Hire Fees and Deposits for 2012

[b] Security/ SIA Door Person at Weddings

[c] Additional Toilet Facilities at Large Weddings

9. **BOOKINGS**

[a] Refundable Deposits on 18th Birthday Parties in the Oaken Hall

10. **CORRESPONDENCE**

St Peters & St Pauls Preschool: Request to erect a Notice Board in the Don Carman Hall Corridor

Ditton 0-5 Club: Request for Financial Help

11. **WEBSITE**

12. **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, however, due to the confidential nature of some of the items of business parts of the meeting will exclude the press and public in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50.