

## 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 11<sup>th</sup> APRIL 2011 at 7.30PM**

Ditton Parish Council  
Ditton Community Centre  
Kilnbarn Road  
Ditton  
Aylesford  
Kent  
ME20 6AH  
[clerk@dittonparishcouncil.gov.uk](mailto:clerk@dittonparishcouncil.gov.uk)

[Mrs] Sue Kavanagh  
Clerk of the Council

Telephone: 01732 844749

5<sup>th</sup> April 2011

### **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**

BBp Plumbing & Heating:	Repairs to Macerator & Pipework in Mess Room. Replace Damaged Sink Unit in Parish Office		383.50
Initial Washroom Solutions:	April Towel Rental	69.47	
		Vat <u>13.89</u>	83.36
Kent County Council:	Annual Fire Extinguisher's Inspection	243.00	
		Vat <u>48.60</u>	291.60
Start Engineering Southern:	Drive Board for Scrubber Drier	70.00	
		Vat <u>14.00</u>	84.00

**Deposit Refunds**

<b>Oaken Hall</b>		<b>Don Carman Hall</b>	
17.03.2011	£50.00	26.03.2011	£50.00
26.03.2011	£50.00	03.04.2011	£50.00
31.03.2011	£50.00		

\* Subject to inspection



[b] Bar Accounts for Payment

Emprise plc:	March Key Holder	20.83	
		Vat <u>3.65</u>	24.48
Lansdell Soft Drinks:	Cans, Sweets & Snacks	52.38	
		Vat <u>8.20</u>	60.58
Joe Lee:	Re-Programming Function Bar Tills		120.00

[c] Financial Analysis –if available

[d] Stocktake Report – if available

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

There were no items brought forward from the last meeting

6. **BAR**

[a] Kilnbarn Takings – Copy herewith

[b] Bar Matters

[c] Removal of Juke Box and Trivia Machine

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection – if available

8. **BUSINESS RATES 2011/12** - for Noting

9. **KCC FIRE RISK ASSESSMENT REVIEW** - Report

10. **DAMAGE TO FASCIA OUTSIDE OFFICE**

11. **CARPARK SOAKAWAY** – Response from Robert Hunt – Drain Engineer

12. **CORRESPONDENCE**

[a] Letter of Thanks – Kent Federation Horticulture Society

13. **BOOKINGS**

[a] Malling Short Mat Bowls – Request to Retain Concessionary Hire Rate from October 2011

14. **BOILER & GAS APPLIANCE SERVICE CONTRACT**

- [a] Quotation to descale Office/Bar Boiler – if available
- [b] Quotation for Replacement Pump Main Boiler Room - if available
- [c] Quotation to fit Optimiser in Main Boiler Room – if available
- [d] Quotation to Investigate the Repair of Oaken Hall Fan Heaters – if available
- [e] Quotation to Supply Larger Gas Pipe to Oaken Hall Kitchen - if available

+15. **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.