

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 9TH JANUARY 2012

PRESENT: CLLRS M BRINE [CHAIR], J BEADLE [VICE-CHAIR], [MRS] A BEADLE, W CORDWELL, [MRS] E DAY, N NEWMAN, D NUNN & M PORTER
[MRS] MARILYN GRANTHAM [COMMUNITY CENTRE ADMINISTRATOR]

412. **OPENING OF MEETING**

The meeting was opened by the Chairman at 7.30pm.

413. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

414. **DECLARATION OF MEMBERS' INTERESTS**

Cllrs Mrs Beadle, J Beadle and Mrs Day declared an interest in item 419(a) below as they are members of the Twinning Association.

415. **FINANCE**

[a] Community Centre Accounts for Payment

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

Chubb Fire:	12 Months Monitoring Fire Alarms	438.62		
		Vat <u>87.72</u>		526.34
L W Burt:	Repairs to Office Radiator	145.08		
	Testing and Repairing where possible	<u>295.59</u>		
	Oaken Hall Fan Heaters	440.67		
		Vat <u>88.14</u>		528.81
Ditton Electrical Contracts:	Repairs to Oaken Hall High Lights	251.80		
		Vat <u>50.36</u>		302.16
Edwardes Bros:	Sone Lamps for Oaken Hall Lights	50.76		
		Vat <u>10.15</u>		60.91

Emprise Services plc:Customer Error - Fire Alarm Activation	25.00		
	Vat <u>5.00</u>	30.00	
Gala Lights: Repairs to Snowflake	240.00		
	Vat <u>48.00</u>		288.00
Grogans Electrical: Repairs to Corridor Lights	50.00		
Labour	60.00		
Repairs to Mess Room Lights	<u>80.00</u>		
	190.00		
	Vat <u>38.00</u>		228.00
Kent County Council:Cleaning Materials	217.58		
	Vat <u>43.51</u>		261.09
Lyreco UK Limited: 4 x 5lts Bleach	22.64		
	Vat <u>4.53</u>		27.17
Travis Perkins Trading:Guttering Repairs	37.60		
Hire of Scaffold -Christmas Decor	<u>79.58</u>		
	117.18		
	Vat <u>23.45</u>		140.63
<u>Deposit Refund</u>			
Oaken Hall		Don Carman Hall	
09.12.11 100.00		10.12.11 50.00	
11.12.11 100.00		18.12.11 50.00	
10.12.11 50.00			
11.12.11 50.00			
12.12.11 50.00			
15.12.11 50.00			
28.12.11 75.00			

[b] Bar Accounts for Payment

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

Bickmore Lock & Glass: Repairs to Kilnbarn Bar Door	115.39
Vat <u>23.07</u>	138.46
Emprise plc: Key Holder Service December	20.83
Vat <u>3.65</u>	24.48
Westways Vending: Tea and Coffee Singles	159.69
Kent County Council: Disposable lids for Teas	9.19
Vat <u>1.84</u>	11.03
Lansdell Soft Drink Ltd: Soft Drinks	136.05
Vat <u>21.54</u>	157.59

[c] Financial Analysis – Month 9

It was **NOTED** that the financial analysis for Month 9,

is not yet completed.

[d]

Stock Take Report – 20.12.2011

The result of the stocktake carried out on 20th December 2011, was **READ** and the deficit **NOTED**.

Discussion took place on the amount of wastage recorded in the stocktake report. It appears from the allowances that the suggestion from the Brewery to sell off beer cheaper on Tuesday nights prior to beer line cleaning, has not been carried out as instructed. It was also **NOTED** that despite training, some of the bar staff were observed at the Parish Council dances leaving the glasses on the stand and letting the beer run in, rather than holding a tilted glass to the tap.

RESOLVED that a memo be sent to bar staff instructing them to carry out this Council's instruction regarding the cheap sales of beer on a Tuesday evening and reminding them they must pour the beer the way they were trained.

RESOLVED that the Kilnbarne be placed on the next agenda of the Review Committee

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

There were no items to bring forward.

417. **BARS**

[a] Kilnbarne Takings

The Kilnbarne takings up to and including 1st January 2012 were **READ** and it was **NOTED** that in the last 22 weeks the income was on target 16 times.

[b] Bar Matters

There were no bar matters to raise as the Bar Manager was not available to attend the meeting.

[c] Kilnbarne Social Committee Balance Sheet

The Kilnbarne Social Club balance sheet was **READ** and **NOTED**. It was suggested that as the meat raffle income is better the prizes should go back up £20.00.

The Chairman said that the Bar Manager had been looking at acts for New Years' Eve, and had found something for £300.00. Cllr Cordwell said that he had heard from customers who were in the Kilnbarne on New Years' Eve that they enjoyed the fact they could talk and interact with others in the bar with just background music, rather than loud music.

It was also suggested that the next New Years' Eve could be an all ticket event, and the cost of the ticket could be redeemed at the bar.

RESOLVED that a demo of the act that the Bar Manager is proposing to book be heard before any contracts are signed. Should this event go ahead advertising in advance is imperative as well as in the Ditton Gazette.

[d] Letter from Sky – Use of Copyrighted Material

A letter from Sky reiterating the fact that the European Court of Justice had confirmed that showing copyrighted material in a pub requires the authorisation of the author was **READ** and **NOTED**.

418. **CLEANING & CARETAKING**

[a] Current situation

There was nothing to report.

[b] Cleaning Inspection

A copy of the cleaning inspection carried out today was **READ** and it was **NOTED** that very little was found to be below standard. Cllr Porter offered his thanks to Cllr Mrs Audrey Beadle and the Community Centre Administrator for carrying out the inspection.

419. **BOOKINGS**

[a] Ditton Twinning Association - Hire Charges – Referred from Parish Council
5.12.2011

Cllr Nunn gave a resume of the information on this item that had been researched from previous minutes. After discussion it was

RESOLVED that any association or affiliation of Ditton Parish Council should be offered a concessionary discount on the Ditton hire rate of 50%. The two organisations that would benefit from this concession would be Ditton Heritage Trust and Ditton Twinning Association. This concession will be reviewed in January 2014

[b] Malling Short Mat Bowls - Review of Concessionary Hire Rate

It was **NOTED** that Malling Short Mat were given a concessionary rate of hire for Tuesday afternoons from October to end of March. It was **AGREED** that this rate could continue until April 2012.

RESOLVED that the hire rate will be reviewed before they commence for the winter months.

420. **CORRESPONDENCE**

Rebecca Smith:

Letter of Thanks
READ AND NOTED.

Moat Housing:

Request to Park Housing Information
Caravan In Car Park

IT WAS NOTED THAT THE MOAT HOUSING INFORMATION CARAVAN WILL TAKE UP 4 CAR PARKING SPACES AND WOULD BE PARKED THERE FOR ½ DAY FOR A MORNING OR AFTERNOON ON A BI MONTHLY BASIS.

RESOLVED TO ACCEDE TO THIS REQUEST.

421. **CLOSURE**

The meeting was closed at 8.35pm.

Chairman
6th February 2012

