

## 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 14<sup>TH</sup> APRIL 2008 at 7.30PM**

Ditton Parish Council  
Ditton Community Centre  
Kilnbarn Road  
Ditton  
Aylesford  
Kent  
ME20 6AH

[Mrs] Sue Kavanagh  
Clerk of the Council

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8<sup>th</sup> April 2008

Telephone: 01732 844749

## 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:  | Padlocks and keys               | 62.50             |         |
|                              |                                 | Vat <u>10.94</u>  | 73.44   |
| City Electrical Factors Ltd: | 8ft Fluorescent tube            | 24.27             |         |
|                              | 8ft Single prismatic diffuser   | <u>14.88</u>      |         |
|                              |                                 | 39.15             |         |
|                              |                                 | Vat <u>6.85</u>   | 46.00   |
| Peter Dorrell & Co:          | Grangel Floor Cleaner           | 49.50             |         |
|                              |                                 | Vat <u>8.66</u>   | 58.16   |
| EDF Energy:                  | Electricity Account to 11.03.08 | 1546.72           |         |
|                              |                                 | Vat <u>270.67</u> | 1817.39 |
| Edwardes Bros (Dulwich) Ltd: | Light bulbs                     | 9.12              |         |
|                              |                                 | Vat <u>1.59</u>   | 10.71   |

|                                |   |                  |        |
|--------------------------------|---|------------------|--------|
| Initial Washrooms:             | 01.04.08 to 30.04.08  | 58.50            |        |
|                                | Towel Rental  | Vat <u>10.24</u> | 68.74  |
| Kent County Council:           | Cleaning Materials  | 157.31           |        |
|                                |   | Vat <u>27.53</u> | 184.84 |
| Record UK Ltd:                 | Planned maintenance   | 245.00           |        |
|                                |   | Vat <u>42.88</u> | 287.88 |
| Uniserve Security:             | Licensed Doorman 01.03.08   | 67.50            |        |
|                                |   | Vat <u>11.81</u> | 79.31  |
| Veolia Environmental Services: | 01.02.08 to 29.02.08 – Trade Refuse   | 150.16           |        |
|                                |   | Vat <u>26.27</u> | 176.43 |
| J White:                       | Hire Refund -Hire from Oaken Hall to Don Carman 25 <sup>th</sup> April 2008 |                  | 129.00 |

Deposit Refunds

**Oaken Hall**

|           |        |
|-----------|--------|
| 13.03.08  | 50.00  |
| 19.03.08  | 87.00  |
| 20.03.08  | 60.00  |
| 27.03.08  | 50.00  |
| 29.03.08  | 500.00 |
| 06.04.08  | 77.50  |
| 06.04.08  | 10.00  |
| 08.04.08* | 75.00) |
| 09.04.08* | 75.00) |

**Don Carman Hall**

|           |       |
|-----------|-------|
| 28.03.08  | 50.00 |
| 12.04.08* | 50.00 |

\* Subject to inspection

[b] Bar Accounts for Payment

|                          |   |                   |         |
|--------------------------|---|-------------------|---------|
| Aircool Systems UK:      | Installation of 2 Glass Washers                     | 1625.56           |         |
|                          |   | Vat <u>284.47</u> | 1910.03 |
| Bickmore Lock & Glass:   | Repairs to window cages and lock to toilets         | 52.50             |         |
|                          |   | Vat <u>9.18</u>   | 61.68   |
| Gamestec Leisure Ltd:    | Gaming machine and cage Rental 01.09.07 to 31.03.08 | 910.00            |         |
|                          |   | Vat <u>159.25</u> | 1069.25 |
| Kent County Council:     | Toilet Rolls  | 14.45             |         |
|                          | Staff Badges  | 17.48             |         |
|                          | Black sacks/plasters/stationery                     | <u>39.25</u>      |         |
|                          |   | 71.18             |         |
|                          |   | Vat <u>12.46</u>  | 83.64   |
| Adrian Mecklenburgh:     | Post mix syrup and wine                             | 300.83            |         |
|                          |   | Vat <u>52.66</u>  | 353.49  |
| Nivek Catering Supplies: | Coffee filters and cream pots                       | 58.90             |         |
|                          | Clip mats, optics and hiball glasses                | <u>106.59</u>     |         |
|                          |   | 165.49            |         |
|                          |   | Vat <u>18.65</u>  | 184.14  |

|                  |                                    |                 |       |
|------------------|------------------------------------|-----------------|-------|
| SSG Emprise Ltd: | February 2008 – Key Holder Service | 20.83           |       |
|                  |                                    | Vat <u>3.65</u> | 24.48 |

|   |                |                  |        |
|---|----------------|------------------|--------|
| Silver Springs Mineral Water Company Ltd: | Cans and water | 93.01            |        |
|   |                | Vat <u>16.28</u> | 109.29 |

[c] Accounts paid between meetings

|                     |                               |                   |         |
|---------------------|-------------------------------|-------------------|---------|
| Connaught Gasforce: | Careplan 02.04.08 to 02.04.09 | 2576.24           |         |
|                     |                               | Vat <u>450.86</u> | 3027.10 |

[d] Financial Analysis – if available

[e] Stocktake Report 1<sup>st</sup> April 2008 – if available

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

[a] Additional Parking Bays – Quotation & Information – [Page 313, Item 563(a)]

[b] 5 Year Plan – Re-tiling Gents Toilets and Removal of Urinal – [Page 313, Item 563(b)]–  
quotation if available

6. **BAR**

[a] Kilnbarn Club Takings – Copy herewith

[b] Bar Matters

[c] Gaming Machine - Income

[d] Bar Area Floor Refurbishment – Quotations

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection – Copy herewith

[c] Quotation to replace cracked basin in Shower Room – Further quotation

8. **COMMUNITY CENTRE BUSINESS RATES 2007/08** – For Noting

9. **GRANTS TO PARISH COUNCIL 2008/09**

[a] Quotations for a Replacement Oven, Fume Extraction System & Dishwasher  
– Price grid herewith

10. **LIGHTING IN CORRIDORS** – Request by Cllr: John Beadle

11. **NEW COVER FOR DANEMAN PIANO** - Quotation
  
12. **BOOKINGS**
  - [a] Deposits for 18<sup>th</sup> Birthday Parties
  - [b] Twinning Association
  
13. **HIRE RATES 2009** – copy of 2008 hire rate - herewith
  
14. **CHANGE OF GAS SUPPLIER** – Quotations will be available at the meeting
  
15. **CORRESPONDENCE**  

|                  |   |
|------------------|---|
| RAF ASSOCIATION: | <u>Comments from 5th April 2008 Booking</u> |
|------------------|---|
  
16. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes, at approximately 8.30pm to permit members of the public to raise any items for the Council's attention.