

## 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 12<sup>TH</sup> MAY 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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6<sup>th</sup> May 2008

Telephone: 01732 844749

### A G E N D A

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **ELECTION OF VICE CHAIR**
4. **DECLARATION OF MEMBERS' INTERESTS**
5. **FINANCE**

[a] **Community Centre Accounts for Payment**

Peter Dorrell & Co:	Sportsclean	47.50	
		Vat <u>8.31</u>	55.81
Edwardes Bros (Dulwich) Ltd:	Light bulbs and fluorescent tubes	98.00	
		Vat <u>17.13</u>	115.13
Initial Washroom Solutions	01/05/08 to 31/05/08 Towel Rental	58.50	
		Vat <u>10.24</u>	68.74
Kent County Council:	Cleaning materials	165.95	
	Coat for caretaker	12.95	
	Stationery	<u>43.10</u>	
		222.00	
		Vat <u>38.85</u>	260.85

Poyntell Ltd:	Repairs to Caretakers Door And Emergency Exit Door	90.00 Vat <u>15.75</u>	105.75
Rural Pest Control:	Ant treatment – Don Carman Hall And Caretakers Office		55.00
Travis Perkins:	Repairs to Acorn Room Sink/taps	178.24 Vat <u>31.19</u>	209.43
Veolia Environmental Services	01/03/08 to 31/03/08 – Trade Refuse	183.52 Vat <u>32.12</u>	215.64

Deposit Refunds

**Oaken Hall**

17.04.08	50.00
26.04.08	87.50
27.04.08	14.00
01.05.08	50.00
03.05.08	105.00
07.05.08*	81.75
08.05.08*	75.00
10.05.08*	143.50

**Don Carman Hall**

19.04.08	50.00
25.04.08	50.00
01.05.08	50.00
02.05.08	50.00

\* Subject to inspection

[b] Bar Accounts for Payment

County Stocktakers:	Stocktake 1 <sup>st</sup> April 2008	180.00 Vat <u>31.50</u>	211.50
Kent County Council:	Cleaning materials and stationery	37.08 Vat <u>6.49</u>	43.57
Adrian Mecklenburgh:	Post mix syrup and wine	364.08 Vat <u>63.73</u>	427.81
Nivek Catering Supplies:	Dartboard and chalk Napkins One cup filters & Café Pots  less Credit Note	31.16 26.76 <u>112.58</u> 170.50 <u>23.77</u> 146.73 Vat <u>10.13</u>	156.86
SSG Emprise Ltd:	March 2008 – Key Holder Service	20.83 Vat <u>3.65</u>	24.48

[c] Financial Analysis – End of Year – Copy herewith

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

- [a] Additional Parking Bays – Quotation & Information [Page 343, Item 623(a)]
- [b] 5 Year Plan – Re-tiling Gents Toilets and Removal of Urinal [Page 343, Item 623(b)] – quotation if available
- [c] Lighting in Corridors (Page 345, Item 629)
- [d] Hire Rates 2009 (Page 346, Item 631) – Copy herewith

6. **BAR**

- [a] Kilbarn Club Takings – Copy herewith
- [b] Bar Matters
- [c] Bar Area Floor Refurbishment – Decision taken with Delegated Powers
- [d] Result of Gaming Machine Survey
- [e] Gaming Machine Supplier
- [f] Kilbarn Club – Balance Sheet – Copy herewith
- [g] Complaint

7. **CLEANING & CARETAKING**

- [a] Current situation
- [b] Cleaning Inspection

8. **BOOKINGS**

- [a] Don Carman Hall 16<sup>th</sup> April 2008 – Mr Payne
- [b] Oaken Hall 24<sup>th</sup> April 2008 – District 12 Inner Wheel
- [c] Don Carman Hall 27<sup>th</sup> April 2008 – Cancellation of party
- [d] Oaken Hall 24<sup>th</sup> May 2008 - Aylesford FC

9. **CORRESPONDENCE**

Ditton Short Mat Bowling Club                      Request to install trophy cabinet

10. **CHANGE OF DATE FOR JULY MEETING TO WEDNESDAY, 16<sup>TH</sup> JULY 2008**

11. **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.