

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 **WEDNESDAY, 16TH JULY 2008 at 7.30PM**

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

[Mrs] Sue Kavanagh
Clerk of the Council

Telephone: 01732 844749

8th July 2008

AGENDA

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

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

Allday Allnight Plumbing	Repairs to leaking radiator pipe	85.00	
		Vat <u>14.88</u>	99.88
Astra Security Systems:	Investigate problem with CCTV	65.00	
		Vat <u>11.38</u>	76.38
EDF Energy:	Electricity Account to 16.06.08	2564.26	
		Vat <u>448.75</u>	3013.01
Edwardes Bros (Dulwich):	Energy Saving Light Bulbs less Credit Note	52.50 <u>-22.50</u> 30.00	
		Vat <u>5.24</u>	35.24
Initial Washroom Solutions:	July Towel Rental	58.50	
		Vat <u>10.24</u>	68.74
Kent Catering Services:	Call out and repair to Oaken Hall Urn	98.44	
		Vat <u>17.23</u>	115.67



Kent County Council:	Stationery	43.10	
	Cleaning materials	153.55	
	Name badges	<u>9.56</u>	
		206.21	
		Vat <u>36.08</u>	242.29
Phonographic Performance:	07.09.08 to 06.09.09	693.87	
		Vat <u>121.43</u>	815.30
Tubular Furniture:	Ferrules for Oaken Hall chairs	11.94	
		Vat <u>2.09</u>	14.03
Uniserve Security:	Door supervisor for 1.06.08, 13.06.08, 27.06.08 & 28.06.08	270.00	
		Vat <u>47.26</u>	317.26
Veolia Environmental Services:	May & June Refuse Collection	417.56	
		Vat <u>73.07</u>	490.63

Deposit Refunds**Oaken Hall**

13.06.08	50.00
14.06.08	100.00
20.06.08	100.00
21.06.08	127.50
22.06.08	100.00
26.06.08	50.00
27.06.08	100.00
28.06.08	500.00

Don Carman Hall

20.06.08	50.00
21.06.08	50.00
27.06.08	50.00
28.06.08	50.00
05.07.08	50.00
12.07.08*	110.00

* Subject to inspection

[b] Bar Accounts for Payment

Aircool Systems UK	Repairs to Main Bar glass washer	31.00	
	Repairs to Carman Hall ice machine	<u>169.00</u>	
		200.00	
		Vat <u>35.01</u>	235.01
County Stocktakers:	Stocktake 14.05.08	180.00	
		Vat <u>31.50</u>	211.50
Emprise Services:	Monthly Keyholding and Alarm Response	20.83	
		Vat <u>3.65</u>	24.48
Kent County Council:	Supply & install lunar grey matting	943.00	
		Vat <u>165.03</u>	1108.03
Adrian Mecklenburgh:	Post Mix Syrup and Wine	320.04	
		Vat <u>56.02</u>	376.06
Nivek Catering:	Straws, Coffee, Sugar & Cream	61.33	
		Vat <u>2.46</u>	63.79
Silver Springs:	Soft Drinks	200.77	
		Vat <u>35.13</u>	235.90

[c] Financial Analysis – if available

[d] Bar Stocktake – Queries from June Meeting

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

[a] Acorn Room Floor Quotations– [Page 46, Item 90b]

6. **BAR**

[a] Kilnbarn Club Takings – Copy herewith

[b] Bar Matters

[c] Assistant Bar Manager - Suggestions for Entertainment

[d] Behaviour of Kilnbarn Club Members – 24 Hour Ban Enforced

[e] Kilnbarn Darts Club – Disbanded on 7th July 2008

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection

8. **CCTV SYSTEM** – Equipment Failure

9. **SCAFFOLD TOWER**

[a] Quotation for Replacement or Hire of Scaffold Tower

[b] Request to Purchase Damaged Tower

10. **DOOR ENTRY SYSTEM CARMAN ROOM** – Quotation

11. **BOOKINGS**

[a] 05.07.08 Booking – Alcohol Brought into Centre

12. **CORRESPONDENCE**

Cobtree Scottish Dance Group: Letter of thanks to Staff

District 12 Inner Wheel: Deposit withheld for 24th April 2008

Ditton Minors FC: Request to install trophy cabinet in Kilnbarn Club

Starlite School of Dance: Charity function 13th September 2008

13. **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.