

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 **TUESDAY 17th FEBRUARY 2009 at 2.00PM**

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

10th February 2009

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:	4 Mortice Keys cut	15.80	
		Vat <u>2.37</u>	18.17
BBp Plumbing & Heating:	Repairs to Don Carman Hall toilets		80.00
Chubb Fire Ltd:	Monitoring Charge for 12 months ending 25/1/10	406.40	
		Vat <u>60.96</u>	467.36
Danmar Kitchens:	Balance of OH Kitchen	5315.14	
		Vat <u>1247.27</u>	6562.61
Peter Dorrell & Company:	Grangel – Oaken Hall Floor	53.80	
		Vat <u>8.07</u>	61.87
R J Hunt:	Unblocking of drain	105.00	
		Vat <u>15.75</u>	120.75
Initial Washroom Solutions:	February 2009 – Towel Rental	58.50	
		Vat <u>8.78</u>	67.28



Kentec Tool Hire:	Hire of Scaffold Tower	67.00	
		Vat <u>10.05</u>	77.05
Kent County Council:	Cleaning Materials, Fan Heater and Stationery	239.49	
		Vat <u>35.93</u>	275.42
Parker Merchating:	Folding Hazard Barriers	573.70	
	Less 10% Discount	<u>-57.37</u>	
		516.33	
		Vat <u>77.45</u>	593.78
David Peirce:	Repairs to tumble dryer	45.00	
		Vat <u>12.65</u>	57.65
Secure Engineering:	Call out and repairs	195.00	
	Maintenance agreement	<u>242.50</u>	
		437.50	
		Vat <u>65.63</u>	503.13
Start Engineering:	Repairs to scrubber dryer	160.00	
		Vat <u>24.00</u>	184.00
Travis Perkins:	Materials for Shelving	18.52	
		Vat <u>2.78</u>	21.30

Deposit Refunds

Oaken Hall

31.01.09 50.00
31.01.09 100.00

Don Carman Hall

01.02.09 50.00

* Subject to Inspection

[b] Bar Accounts for Payment

County Stocktakers:	Stocktaking 20 th January 2009	180.00	
		Vat <u>27.00</u>	207.00
Edwardes Bros [Dulwich]:	Light Bulbs	6.48	
		Vat <u>0.97</u>	7.45
Emprise PLC:	Alarm Key Holder December 2008 and January 2009	41.66	
		Vat <u>6.26</u>	47.92
Kent County Council:	Cleaning Materials	16.85	
	Less credit note	<u>5.95</u>	
		10.90	
		Vat <u>1.64</u>	12.54
Joe Lee:	Service on Tills		188.00
Adrian Mecklenburgh:	Post Mix Syrup & Cordials	15.00	
		Vat <u>2.25</u>	17.25
Nivek Catering:	Coffee & Creams and Napkins	69.06	
	Glasses	<u>66.78</u>	
		135.84	
		<u>14.58</u>	150.42

Silver Springs Minerals:	Soft Drinks	50.89	
		Vat <u>7.63</u>	58.52
West Kent College:	Food Safety Course for J Shephard & T Miller		150.00

[c] Financial Analysis – if available

[d] Stocktake Report – 20th January 2009 – Copy herewith

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

There are no items to be brought forward

6. **BAR**

[a] Kilnbarn Club Takings - Copy herewith

[b] Bar Matters

[c] Supply & Fit 56" Five Blade Fan – KB Club – Quotation

[d] Report from Scottish & Newcastle Club Specialist – herewith

[e] Kilnbarn Furniture- Request from Cllr Brine

[f] S & N – Monthly Report & Price Change

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection

8. **BOOKINGS**

[a] Mandy Ellen School of Dance – Deposit Refund Held

[b] Aware Foundation – Stains on Hob

9. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes, at approximately 3.00pm to permit members of the public to raise any items for the Council's attention.