

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 11TH MAY 2009 at 7.30PM**

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

[Mrs] Sue Kavanagh
Clerk of the Council

clerk@dittonparishcouncil.gov.uk

5th May 2009

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**

Connaught Compliance Gas Services Ltd:	Heating/Water Timer Offices & Kilnbarn Club	144.77 Vat <u>21.72</u>	166.49
EDF Energy:	Centre's Final Electricity Bill	2580.03 Vat <u>387.01</u>	2967.04
Imperial Contract Cleaning:	Cleaning Centre Windows 21.04.09		55.00
Initial Washroom:	May Towel Rental	62.54 Vat <u>9.38</u>	71.92
Uniserve Security:	SIA Licensed Door Staff – 11.04.09	81.00 Vat <u>12.15</u>	93.15
Veolia Environmental Services:	March Trade Waste Disposal	236.81 Vat <u>35.52</u>	272.33



Deposit Refunds

Oaken Hall

18.04.09 50.00
02.05.09 500.00

Don Carman Hall

17.04.09 50.00
25.04.09 100.00
01.05.09 50.00
02.05.09 50.00
09.05.09 50.00

* Subject to inspection

[b] Bar Accounts for Payment

Aircool Systems UK:	Supply & Fit Door Seal – OH Ice Machine	87.64	
		Vat <u>13.15</u>	100.79
County Stocktakers:	Stocktaking 31 st March 2009	185.50	
		Vat <u>27.83</u>	213.33
Emprise Services plc:	April Keyholder Fee	20.83	
		Vat <u>3.13</u>	23.96
Hart Chemicals:	Glass Wash & Rinse Aid	60.00	
		Vat <u>9.00</u>	69.00
Kent Frozen Food:	Bar Snacks		34.22
Joe Lee:	Repairs to Kinbarn Club Till & Till Rolls		72.50
Adrian Mecklenburgh:	Postmix Syrup & Juice	71.64	
		Vat <u>10.75</u>	82.39
Nivek Limited:	Coffee & Cream Pots	38.66	
	Plastic Tumblers	<u>128.39</u>	
		167.05	
		Vat <u>19.26</u>	186.31
Poyntell Limited:	Repairs to Kilnbarn Door to Toilets – Easter Saturday	135.00	
	Repairs to Kilnbarn Main Entry Door	<u>67.50</u>	
		202.50	
		Vat <u>30.38</u>	232.88
Silver Springs:	Soft Drinks	66.24	
		Vat <u>9.94</u>	76.18
West Kent College:	Natalie Petts – Food Safety Course		75.00

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

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

[a] Pat Testing – [Page 302, Item 615]

[b] Veolia – Cost of Trade Refuse Lifts from April 2009 [Page 301, Item 615]

6. **BAR**

[a] Kilnbarn Club Takings – Copy herewith

[b] Bar Matters

[c] Kilnbarn Club – Balance Sheet at 31st March & 20th April 2009 – Copy herewith

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection

8. **BOOKINGS**

Ditton & Holtwood Badminton Club: Request for a Review of Hire Rates

9. **CORRESPONDENCE**

West Kent Federation of Women's Institutes: Letter of Thanks

10. **CHANGE OF DATE FOR JULY MEETING TO WEDNESDAY 15TH OR MONDAY 20TH JULY 2009**

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.