

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 11TH MAY 2009

PRESENT: CLLRS J BEADLE (CHAIRMAN), MRS A BEADLE, M BRINE, B CORDWELL (7.35pm), M LANDER, D NUNN and M PORTER
MRS MARILYN GRANTHAM (COMMUNITY CENTRE ADMINISTRATOR)
MRS AMANDA DAVIS (ADMINISTRATIVE ASSISTANT)

23. **OPENING OF MEETING**

The meeting was opened by the Chairman at 7.30pm.

24. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

25. **ELECTION OF VICE CHAIR**

The Chairman requested nominations for the position of Vice-Chair. Cllr. Porter **NOMINATED** Cllr. Nunn and this was **SECONDED** by Cllr. Mrs Beadle. There being no further nominations, Cllr. Nunn was duly elected Vice-Chair of the Community Centre Committee for the municipal year 2009/10.

26. **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of interest.

27. **FINANCE**

[a] Community Centre Accounts for Payment

RESOLVED that the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

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		Don Carman Hall	
18.04.09	50.00	17.04.09	50.00
02.05.09	500.00	25.04.09	100.00
		01.05.09	50.00
		02.05.09	50.00
		09.05.09	50.00

The full list of deposit refunds was **READ**.

RESOLVED that the deposit refunds be **ACCEPTED, APPROVED** and **PAID**.

[b] Bar Accounts for Payment

RESOLVED that the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

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

The End of Year Financial Analysis was **READ** and **NOTED**.

It was also **NOTED** that a six-month water bill from South East Water for £1694.04 had been received. The Community Centre Administrator queried this bill with the company in light of the fact that the budget for 2009/10 is £1,800.00. She was told that this is a result of the last bill being estimated and the meter had now been read.

RESOLVED to look at the last four financial years' water bills to check for any irregularities in consumption amounts and to see how many bills have been estimated in the past.

RESOLVED to ask a reputable plumber to come in and check the Council's water consumption.

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

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

It was **NOTED** that Pat Testing will continue to be done on an annual basis.

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

It was **NOTED** that the increase had now been received from Veolia. The cost of a lift is being increased from £10.21 to £11.64 per unit. The Community Centre Administrator spoke to Veolia advising them that she had found another company who could do a lift for £8.00 per unit. When told the company involved Veolia advised her that by all means switch to another supplier but not that particular one as they have a very bad reputation. They also offered to decrease their price to £9.00 per unit if the Parish Council carried on using their services.

RESOLVED to stay with Veolia at a cost of £9.00 per unit.

29. **BAR**

[a] Kilnbarn Club Takings

The Kilnbarn Club takings were **READ** and it was **NOTED** that the budget figures for 2008/09 had not been replaced with the new figures for 2009/10 on the bottom of the sheet.

RESOLVED that the sheet would be amended and recirculated.

It was also **NOTED** that Cllr. Porter requested the gaming machine be changed soon in order to keep customers interested.

[b] Bar Matters

The Bar Manager, Mrs Judith Grimes, joined the meeting. She advised Members that Ditton United Football Club were having a disco in the Kilnbarn Club on Saturday, 16th May 2009 and that the food for this was organised. Cllr. Brine also advised Members that the Kilnbarn Club Social Committee would be holding a barbeque on Saturday, 30th May 2009, to coincide with the FA Cup Final.

It was **NOTED** that a resident with a life ban had recently entered the Club and been served by a member of staff who did not know him. On the second occasion that he entered the Club he was advised that he is banned for life and he left without any problems.

RESOLVED to write to the person concerned confirming that he is banned from the Kilnbarn Club for life and should he enter the Club he will in fact be trespassing and could face possibly prosecution.

RESOLVED in future to consider scanning photographs of new Club Members to be used only if a member is banned so that bar staff have some form of recognition.

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

The Kilnarn Club Balance Sheet was **READ** and **NOTED**.

30. **CLEANING & CARETAKING**

[a] Current situation

It was **NOTED** that Jill Kennett had resigned and that her last day will be Friday, 15th May 2009. She will not be replaced immediately as the summer is normally a slack period in the Community Centre. A replacement on a ‘when and if required’ basis will be looked at possibly in September.

[b] Cleaning Inspection

It was **NOTED** that a cleaning inspection had not been carried out. Cllr. Mrs Beadle and the Community Centre Administrator will ensure one is done before the next meeting.

31. **BOOKINGS**

Ditton & Holtwood Badminton Club:

Request for a Review of Hire Rates

The letter from Ditton & Holtwood Badminton Club was **READ** and the request to increase the weekly discount **NOTED**.

RESOLVED TO INCREASE THE DISCOUNT FROM £30.00 TO £40.00 PER WEEK WHEN THE HIRE FEES GO UP ON 1ST SEPTEMBER 2009.

32. **CORRESPONDENCE**

West Kent Federation of Women’s Institutes:

Letter of Thanks

The letter from the Chairman of the Art & Chart Sub-Committee was **READ** and **NOTED**.

ADJOURNMENT

Two residents attended the meeting. They both have concerns regarding the traffic regulations proposed for the junction of Orchard Grove with London Road and would like to see a ‘Keep Clear’ sign or chevrons across the junction. They also have objections to the yellow lines being extended in Orchard Grove as parking is already a problem.

They were advised that this matter would be placed on the Agenda for the Planning Meeting to be held on Monday, 18th May 2009, and they both left copies of correspondence sent to Tonbridge & Malling Borough Council outlining their concerns.

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

It was **NOTED** that this meeting originally scheduled for Monday, 13th July 2009, coincided with Bastille Day and that some members of the Parish Council will be taking part in the Rang du Fliers celebrations.

RESOLVED to move the meeting to the following Monday, 20th July 2009, effectively switching meeting dates with the Open Spaces and Planning Committees that month as long as no objections are raised.

34. **CLOSURE**

The meeting closed at 8.36pm.

Chairman
1st June 2009