

## 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> MARCH 2007 at 7.30PM**

Ditton Parish Council  
Ditton Community Centre  
Kilnbarn Road  
Ditton  
Aylesford  
Kent  
ME20 6AH  
[clerk@dittonparishcouncil.gov.uk](mailto:clerk@dittonparishcouncil.gov.uk)

[Mrs] Sue Kavanagh  
Clerk of the Council

Telephone: 01732 844749

6<sup>th</sup> March 2007

### **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

Anderson Security Services:	5 Nights security cover December Door Supervisor 9 <sup>th</sup> December 2006	237.50 <u>47.50</u> 285.00	
		Vat <u>49.87</u>	334.87
Astra Security Systems Ltd:	4 Keys for store cupboard 1 key for kitchen	15.80 <u>4.50</u> 20.30	
		Vat <u>3.56</u>	23.86
John Black:	Window Cleaning January and February 2007		60.00
Capital Cleaning (Kent) Ltd:	Repair to Scrubber Dryer	31.00	
		Vat <u>5.43</u>	36.43
Chubb Fire Ltd:	Restored Door Interface System check following false alarm	636.00 <u>112.00</u> 748.00	
		Vat <u>130.90</u>	878.90



Cleanaway:	Refuse Collection – February	114.60	
		Vat <u>20.05</u>	134.65
Ditton Veterans FC:	Donation to Charity		26.00
Peter Dorrell & Co:	Cleaning Materials	43.50	
		Vat <u>7.61</u>	51.11
Dowding & Plummer Ltd:	Repairs to Scrubber Dryer	272.19	
		Vat <u>47.63</u>	319.82
Easyprint:	Invoice books	65.05	
		Vat <u>11.38</u>	76.43
EDF Energy:	Refit door on street lamp in car park	32.70	
		Vat <u>5.72</u>	38.42
Edwardes Bros (Dulwich) Ltd:	Light bulbs	2.50	
		Vat <u>0.43</u>	2.93
Forge Engineering:	Repairs to bollards	135.00	
		Vat <u>23.63</u>	158.63
Marilyn Grantham:	Call out to fire alarm sounding		20.00
Hi Way Services Ltd:	Repainting of disabled spaces	375.00	
		Vat <u>65.63</u>	440.63
Initial Washroom Solutions:	March Towel Rental	58.50	
		Vat <u>10.24</u>	68.74
Kent County Council:	Cleaning materials	101.22	
	Stationery	33.75	
	Fire Exit Sign	<u>3.95</u>	
		138.92	
		Vat <u>24.31</u>	163.23
Parker Merchanting:	Luminous Fire Exit Sign	14.95	
	Fire Alarm Signs	59.50	
	Sharps disposal bin	<u>18.95</u>	
		93.40	
		Vat <u>16.35</u>	109.75
Poyntell Ltd:	Vandalised handle & lock Don Carman Hall	76.00	
	Additional front door keys	<u>30.00</u>	
		106.00	
		Vat <u>18.55</u>	124.55
Sage (UK) Ltd:	Stationery	94.60	
		Vat <u>16.56</u>	111.16
SBD Fabrications Ltd:	Repair to Don Carman Hall fan light	85.00	
		Vat <u>14.88</u>	99.88
TCI Fire & Security Ltd:	Installation of CCTV camera	340.00	
		Vat <u>59.50</u>	399.50

Top2Bottom:	Repair Cedar Room ceiling	200.00	
		Vat <u>35.00</u>	235.00
Travis Perkins:	Cable clips, sandpaper, etc.	8.94	
	Materials for handrail side of stage	<u>57.40</u>	
		66.34	
		Vat <u>11.62</u>	77.96

### Deposit Refunds

#### **Oaken Hall**

21.02.07	50.00
07.03.07	50.00
09.03.07	50.00
11.03.07	80.00

#### **Don Carman Hall**

17.02.07	50.00
24.02.07	50.00
04.03.07	50.00

### (b) Bar Accounts for Payment

DCC Bar Imprest A/C:	Petty Cash	136.84	
	Polo Shirts	51.17	
	Voucher Charge	<u>3.25</u>	191.26
Abat London Ltd:	New Remote for air cleaner	65.00	
		Vat <u>11.38</u>	76.38
Charus Automatic Ltd:	Gaming Machine Rental	173.34	
	February 2007	Vat <u>30.33</u>	203.67
County Stocktakers:	Stocktake 6 <sup>th</sup> February 2007	180.00	
	Meeting 13 <sup>th</sup> November 2006	<u>45.00</u>	
		225.00	
		Vat <u>39.38</u>	264.38
Kent County Council:	Raincoat for bar staff	13.79	
		Vat <u>2.41</u>	16.20
Kent Refrigeration:	Call out to Catering Fridge	42.00	
		Vat <u>7.35</u>	49.35
Adrian Mecklenburgh:	Post Mix Syrup & Wine	409.57	
		Vat <u>71.69</u>	481.26
Nivek Limited:	Coffee		11.02
SSG Emprise:	Monthly Keyholding & alarm response	30.00	
		Vat <u>5.25</u>	35.25
Silver Springs Soft Drinks:	Cans & Flavoured Waters	75.67	
		Vat <u>13.24</u>	88.91
Travis Perkins:	Varnish for replacement glass panel	16.75	
		Vat <u>2.94</u>	19.69
TV Licensing:	TV Licence 1/4/07 to 31/3/08		131.50

[c] Financial Analysis – Copy herewith

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

- (a) Flapper Barrier Damage - Offer from Insurance Company (Page 285, Item 489(a))
- (b) Replacement Wall Lights in Kilnbarn Club (Page 286, Item 490(c))
- (c) Hedgehog Productions – Response if received (Page 288, Item 497)

6. **BAR**

- [a] Kilnbarn Club Takings – Copy herewith
- [b] Bar Matters
- (c) Members Suggestions Forms
- [d] New Compressor for Catering Fridge - Quotation
- (e) Cooker for Main Bar Kitchen
- (f) Letter from Ditton Petanque Club – Suggested response from Clerk – Copies herewith
- (g) Changes to Keg Cooler cupboard (side of stage)
- (h) Damage to KB Gents Toilets
- (i) Theft of RNLi Collection Box
- (j) Granite Bar Counter – Quotation if available

7. **CLEANING & CARETAKING**

- [a] Current situation
- [b] Cleaning Inspection – Copy if available

8. **RESULT OF HEALTH & SAFETY INSPECTION**

- [a] Additional Lighting in Car Park
- [b] Oaken Hall Oven - Replace flex and fit restraint chain
- [c] Additional Hand Rails - Side of Stage

9. **2008 HIRE RATES AND 2009 WEDDING PACKAGE PRICES**

10. **ADDITIONAL LIGHTING PEAR TREE AVENUE SIDE OF BUILDING** – Request from Cllr. Angel

11. **ADDITIONAL CIGARETTE DISPOSAL UNITS** – When Smoking Ban is Applied

12. **REMARKING OF DISABLED PARKING** – Remarking of bays for noting

13. **OAKEN HALL AUTOMATIC DOORS - INCIDENTS**

14. **CORRESPONDENCE**

Simone Butterfield: Request for Preferential Rates - 20<sup>th</sup> October 2007  
Dimples Events in aid Breast Cancer Campaign

Lesley Manning: Request that decision to withhold refundable  
deposit be reconsidered

15. **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.