

## 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 10<sup>TH</sup> SEPTEMBER 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

4<sup>th</sup> September 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

Connaught Gasforce:	Thermocouple Lead to Office/ Bar Boiler	23.00 Vat <u>4.03</u>	27.03
Peter Dorrell & Co:	4 x 5Lts of Sportsclean	43.50 Vat <u>7.61</u>	51.11
Goldstar UK:	Polo Shirts for Gina	31.20 Vat <u>5.46</u>	36.66
R J Hunt:	Jetting Drains outside Carman Hall	60.00 Vat <u>10.50</u>	70.50
Initial Washrooms Solutions:	Towel Rental 01.09.07 to 30.09.07	58.50 Vat <u>10.24</u>	68.74
Kent County Council:	Cleaning Materials & Spoons etc	293.09 Vat <u>51.30</u>	344.39
Kent Catering Service Limited:	Repairs to Lincat Water Heater - Don Carman Hall	218.85 Vat <u>38.29</u>	257.14
Poyntell Limited:	Repairs to Window Openers – Oaken Hall	91.30 Vat <u>15.98</u>	107.28

Royal British Legion Industries:	Replacement Post – Exit Sign Carpark	25.34 Vat <u>4.43</u>	29.77
Smart Engineering [Southern] Limited:	Repairs to Scrubber Drier	395.00 Vat <u>69.13</u>	464.13
Travis Perkins:	Decorating Materials –Centre	50.34 Vat <u>8.81</u>	59.15
Veolia Environmental:	Refuse Collection 01.07.07 to 31.07.07	179.32 Vat <u>31.38</u>	210.70

Deposit Refunds

<b>Oaken Hall</b>	<b>Don Carman Hall</b>
18.08.07 £105.00	15.08.07 £50.00
01.09.07 £50.00	17.08.07 £50.00
	25.08.07 £50.00
	31.08.07 £50.00*
	01.09.07 £50.00

\* Subject to inspection

(b) Bar Accounts for Payment

DCC Bar Imprest A/C:	Petty Cash	77.67	
	Wages	22.24	
	Voucher Charge	<u>3.25</u>	103.16
Charus Automatic:	Gaming Machine Rental - July	173.34	
	Final Invoice 23 days	<u>128.61</u>	
		301.95	
		Vat <u>52.84</u>	354.79
County Stocktakers:	Stocktaking 24 <sup>th</sup> July 2007	180.00	
		Vat <u>31.50</u>	211.50
Kent Frozen Foods:	Bar Frozen Food		73.10
Adrian Meckleburgh:	Wine and Postmix	584.75	
		Vat <u>102.35</u>	687.10
SSG Emprise:	Monthly Keyholding for Alarm Response	30.00	
		Vat <u>5.25</u>	35.25
Silver Springs:	Soft Drinks	159.95	
		Vat <u>27.99</u>	187.94

[c] Financial Analysis – herewith

[d] Stocktake Report 24th July 2007 – herewith

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

[a] Replacement Oven in Oaken Hall Kitchen [Page 85, Item 142a]

[b] Oaken Hall Floor Refurbishment- [Page 87, Item 146]

6. **BAR**

[a] Kilbarn Club Takings – Copy herewith

[b] Bar Matters

[c] Final Plans for Oaken Hall Bar Kitchen

[d] Alterations to Purchase Price

[e] Changes to Bar Gate Operation

[f] Disposal of Previous Kilbarn Furniture

[g] Flat Screen TV - Quotation

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection – if available

8. **ADDITIONAL LIGHTING COLUMN** – Community Centre Car Park

9. **REPLACEMENT FLOORING SIDE OF STAGE** – Quotation

10. **BOOKINGS**

[a] 11<sup>th</sup> August 2007 - Wedding

[b] 25<sup>th</sup> August 2007 - Wedding

[c] Oaken Hall Weddings

[d] Effect of No Smoking Ban

11. **TONBRIDGE & MALLING BOROUGH SPECIAL WORKS GRANT**

12. **5 YEAR PLAN UPDATE** – Copy herewith

13. **YELLOW PAGES ADVERTISEMENT**- Quotation

14. **DITTON BASED RATES**

[a] Letter to all Block Hirers

15. **CORRESPONDENCE**

Tonbridge & Malling BC: Alleged Noise Nuisance – 15<sup>th</sup> August 2007

Traill School of Dancing: Request for 2008 Rate Review

16. **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.