

## 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> FEBRUARY 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)  
Telephone: 01732 844749

[Mrs] Sue Kavanagh  
Clerk of the Council

6<sup>th</sup> February 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

Cannon:	Annual Contract – Feb 07/Jan08	295.32	
	Sanitary & Nappy Bin	Vat <u>51.68</u>	347.00
Chubb Fire Limited:	Service to Fire Alarm System	119.78	
		Vat <u>20.96</u>	140.74
CEF:	Assorted Lamps & Bulbs	73.91	
		Vat <u>12.94</u>	86.85
Chubb Fire Limited:	Monitoring Charge for 12 Months	374.55	
	P23195 25/1/08	Vat <u>65.55</u>	440.10
Cleanaway Limited:	Refuse Collection – December	127.70	
	Refuse Collection – January	134.10	
	Less Credit Note	<u>-26.00</u>	
		235.80	
		Vat <u>41.25</u>	277.05
Initial Washroom Solutions:	Towel Rental – February 2007	58.50	
		Vat <u>10.24</u>	68.74

Kent County Council:	Cleaning Materials, Fan Heater, Sacks & Fire Exit Sign	282.44 Vat <u>49.43</u>	331.87
Kent County Council:	Fire Risk Assessment	405.00 Vat <u>70.88</u>	475.88
Performing Rights Society:	Licence Fee 6.01.07 to 5.01.08 Less Credit	1868.04 <u>-66.55</u> 1801.49 Vat <u>326.91</u>	2128.40
Record UK Limited:	Planned Maintenance to Automatic Doors	245.00 Vat <u>42.88</u>	287.88
Southern Water:	Estimated Waste Water		1397.71

#### Deposit Refunds

##### **Oaken Hall**

13.01.07	250.00
02.02.07	96.00
03.02.07	50.00

##### **Don Carman Hall**

13.01.07	50.00
14.01.07	50.00
20.01.07	50.00
26.01.07	50.00
02.02.07	50.00
03.02.07	50.00
09.02.07*	50.00
10.02.07*	50.00

\* Subject to inspection

#### [b] Bar Accounts for Payment

DCC Bar Imprest A/C:	Sack Barrow - for Kegs Additional Keys – Spirit Store Voucher Charge	132.77 41.00 <u>3.25</u>	177.02
Allday Allnight Plumbing:	Emergency Repairs to Pipes in the Kilnbarn Club Gents Toilets	236.00 Vat <u>41.30</u>	277.30
BBp Plumbing:	Supply & Install Gate Valve		56.16
Charus Automatic Ltd:	Gaming Machine Rental December & January 2007	346.67 Vat <u>60.66</u>	407.33
Edwardes Bros [Dulwich]	Lamps for Bar	4.50 Vat <u>0.78</u>	5.28
J. Lee:	Cash Register Till Rolls		35.00
Adrian Mecklenburgh:	Post Mix Syrup & Wine	457.00 Vat <u>79.99</u>	536.99
Nivek Limited:	Coffee, Cream & Sugar		67.46
Silver Springs Soft Drinks:	Cans & Flavoured Waters	83.83 Vat <u>14.67</u>	98.50

SSG Emprise:	Key Holder Services – January 2007	30.00	
		Vat <u>5.25</u>	35.25
Travis Perkins:	Change to Spirit Store to enable better access to shelves	76.11	
		Vat <u>13.32</u>	89.43

[c] Stocktaking – 6<sup>th</sup> February 2007 – Stocktake Report, - If Available

[d] Financial Analysis – If Available

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

- (a) Flapper Barrier Damage- Response from Insurance Company (Page 240, Item 441(a))
- (b) Cedar Room – New Rateable Value for Business Rates – Update (Page 241, Item 411(c))

6. **BAR**

- [a] Kilnarn Club Takings – Copy herewith
- [b] Bar Matters
- [c] Replacement Wall-lights in Kilnarn Club - Additional Quotation - if available
- [d] Kilnarn Club Balance Sheet – Copy herewith
- [e] Changes to Keg Cooler cupboard (side of stage) – Quotation
- [f] Granite Bar Counter – Updated quotation if available
- [g] Updated quotation for alterations to Oaken Hall Bar to provide small kitchen
- [h] Damage to Glass Panel Kilnarn Entrance Door – Saturday 20.1.07
- [i] Scottish & Newcastle Price Increase – 5<sup>th</sup> March 2007
- [j] Suggested Increase to Spirit Prices

7. **CLEANING & CARETAKING**

- [a] Current situation
- [b] Cleaning Inspection – Copy if available
- [c] Fire Alarm Repeater Panel for Caretakers Office - Quotation

8. **TONBRIDGE & MALLING BOROUGH COUNCIL GRANT AWARD 2007 - CCTV**

- [a] Response from Tonbridge & Malling Executive Committee
- [b] CCTV Quotations – If available

9. **RE-SEALING OF DON CARMAN HALL FLOOR** - Quotations

10. **PROVISION OF COMMERCIAL DISHWASHER FOR OAKEN HALL KITCHEN** – Request from Cllr Mrs Throssell
11. **INTERFACE FIRE DOOR IN OAKEN HALL TO FIRE ALARM PANEL** – Chubb Fire Limited - Costs for Noting
12. **PROBLEM WITH YOUTHS IN CENTRE – TUESDAY 30<sup>TH</sup> JANUARY 2007**

13. **CORRESPONDENCE**

Action for Communities in Rural Kent

Fire Safety Regulations to be held at Appledore Village Hall, Thursday 15<sup>th</sup> February 2007

Kent Community Hall Conference to be held at Ditton Community Centre on Saturday, 14<sup>th</sup> April

Hedgehog Productions

Cancellation of booking – request for return of deposit and waiving of hire fee

Mrs Debra Heather

Cancellation of booking – request for return of deposit

Mrs A Brierley

Complaint re: noise level 13<sup>th</sup> January 2007

Simone Butterfield:

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

14. **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.