

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, 14TH MAY 2007 at 7.30PM**

Ditton Parish Council
Ditton Community Centre
Kilnbarn Road
Ditton
Aylesford
Kent
ME20 6AH
clerk@dittonparishcouncil.gov.uk

[Mrs] Sue Kavanagh
Clerk of the Council

Telephone: 01732 844749

8th May 2007

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**

BBp Plumbing Services:	Repairs to Outside Toilet		45.00
Capital Cleaning (Kent) Ltd:	Repair to Scrubber Dryer Charger	37.00	
		Vat <u>6.48</u>	43.48
Eastprint:	Receipt books	78.05	
		Vat <u>13.66</u>	91.71
Forge Engineering:	Supply and Fit 2 Metal Hoops & Remove Drop Down Posts	330.00	
		Vat <u>57.75</u>	387.75
Initial Washroom Solutions:	May Towel Rental	58.50	
		Vat <u>10.24</u>	68.74
Kent County Council:	Cleaning Materials	284.26	
	Less Credit Note	<u>21.80</u>	
		262.46	
		Vat <u>45.93</u>	308.39

Kent County Council:	3 Folding Exam Desks	100.39	
		Vat <u>17.57</u>	117.96
Record UK Ltd:	Service to Automatic Doors	245.00	
	Slowed speed on outer door	<u>145.00</u>	
		390.00	
		Vat <u>68.26</u>	458.26
TCI Fire & Security Ltd:	5 CCTV tapes	52.50	
		Vat <u>9.18</u>	61.68
United Flooring:	Sand and reseal Don Carman Hall floor	1868.00	
		Vat <u>326.90</u>	2194.90
Veolia ES Cleanaway (UK) Ltd:	Refuse Collection – March	156.25	
		Vat <u>27.34</u>	183.59

Deposit Refunds

Oaken Hall

14.04.07	50.00
16.04.07	50.00
20.04.07	50.00
25.04.07	50.00
05.05.07	50.00
10.05.07*	50.00
11.05.07*	50.00
12.05.07*	100.00
13.05.07*	50.00

Don Carman Hall

16.04.07	50.00
21.04.07	50.00
28.04.07	50.00
29.04.07	50.00
05.05.07	50.00
13.05.07*	50.00

* Subject to inspection

[b] Bar Accounts for Payment

DCC Bar Imprest A/C:	Petty Cash	118.97	
	Wages	32.44	
	Voucher Charge	<u>3.25</u>	154.66
Aircool Systems UK:	Replacement compressor on fridge	480.00	
	Condensate pump in cellar	Vat <u>84.00</u>	564.00
Charus Automatic Ltd:	Gaming Machine Rental	173.34	
	April 2007	Vat <u>30.33</u>	203.67
County Stocktakers:	Stocktaking – 28 th March 2007	180.00	
		Vat <u>31.50</u>	211.50
Kent County Council:	Compact Cooker	64.00	
		Vat <u>11.20</u>	75.20
Joe Lee:	Repair to till		55.00
Adrian Mecklenburgh:	Post Mix Syrup & Wine	262.73	
		Vat <u>45.99</u>	308.72
Nivek Catering Supplies:	Coffee Filters & Cream Pots		28.59

Silver Springs:	Soft Drinks	195.04	
		Vat <u>34.13</u>	229.17
SSG Emprise:	Monthly Keyholding & Alarm Response	30.00	
		Vat <u>5.25</u>	35.25
Top2Bottom:	Construction of Beer Cellar	2095.00	
	Replace missing roof trim	150.00	
	Replace stolen lead	<u>120.00</u>	
		2365.00	
		Vat <u>413.87</u>	2778.87

[c] End of Year Financial Analysis – Copy herewith

[d] Stocktake Report 29th March 2007

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

[a] Foyer Carpet (Page 347, Item 607(b))

(b) Granite Bar Counter (Page 349, Item 608(f))

[c] Damage to Glass Panel KB Club - Police Response – [Page286, Item490 [h]]

6. **BAR**

[a] Kilnbarn Club Takings – Copy herewith

[b] Bar Matters

[c] Members Suggestions Forms

(d) Kilnbarn Club Balance Sheet at 31st March 2007

(e) Family Barbeque – 4th August 2007

(f) Replacement Urn

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection – Copy herewith

8. **DAMAGED CLADDING** - Quotation

9. **REPLACEMENT OVEN IN OAKEN HALL KITCHEN**

10. **ADDITIONAL CIGARETTE DISPOSAL UNITS**

11. **CHANGES TO CONDITIONS OF HIRE** – Copy herewith

12. **CORRESPONDENCE**

HEDGEHOG PRODUCTIONS:	<u>Offer of Settlement</u>
DITTON SHORT MAT BOWLS:	<u>Block Hirer Cancellations</u>
JEAN BENNETT (WI):	<u>Letter of Thanks</u>
DITTON DANCE CLUB:	<u>Request to Continue on Reduced Hire Rate</u>

13. **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.