

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 **WEDNESDAY, 11TH APRIL 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

3rd April 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

British Telecom:	Public Phone	47.89	
	Booking and Bar Line	<u>319.64</u>	
		367.53	
		Vat <u>64.31</u>	431.84
Chubb Fire Ltd:	Supply and fit new repeater panel	1245.00	
		Vat <u>217.88</u>	1462.88
Connaught Gasforce:	Careplan 04.04.07 to 02.04.08	2266.20	
		Vat <u>396.57</u>	2662.77
EDF Energy:	Electricity Account to 21/03/07	1422.42	
		Vat <u>258.18</u>	1680.60
Edwardes Bros (Dulwich) Ltd:	Fluorescent tubes	35.00	
	60w light bulbs	<u>3.60</u>	
		38.60	
		Vat <u>6.75</u>	45.35
Initial Washroom Solutions:	March Towel Rental	58.50	
		Vat <u>10.24</u>	68.74

Kent Catering Service:	Call out to Auto Fill Water Boiler	75.00	
	New Auto Fill Water Boiler	<u>312.00</u>	
		387.00	
		Vat <u>67.73</u>	454.73
Kent County Council:	Cleaning Materials	411.74	
	Stationery	<u>17.60</u>	
		429.34	
		Vat <u>75.14</u>	504.48
Poyntell Ltd:	Repairs to fire exit mechanisms	90.00	
		Vat <u>15.75</u>	105.75
TCI Fire & Security Ltd:	40% Deposit – CCTV Installation	7833.36	
		Vat <u>1370.83</u>	9204.19
Top2Bottom:	Supply & Install Reclaimed Heavy Duty Manhole Cover –DC Hall	150.00	
		Vat <u>26.25</u>	176.25
Travis Perkins:	Water Pipe screw fitting	3.08	
		Vat <u>0.54</u>	3.62

Deposit Refunds

Oaken Hall

15.03.07	50.00
22.03.07	67.50
29.03.07	50.00
30.03.07	70.00
23.03.07*	189.00

Don Carman Hall

17.03.07	50.00
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* Subject to inspection

[b] Bar Accounts for Payment

DCC Bar Imprest A/C:	Petty Cash	72.26	
	Voucher Charge	<u>3.25</u>	75.51
Aircool Systems UK:	Installation of Cellar Cooler	1999.00	
	Installation of Condensate Pump	<u>120.00</u>	
	[Free stock for £1500 from S & N]	2119.00	
		Vat <u>370.83</u>	2489.83
BBp Plumbing and Heating Services:	Replace pipe work in Kilnbarn Club Gents Toilets		70.90
Bickmore Lock and Glass:	Replacement glass Kilnbarn Club	170.00	
		Vat <u>29.75</u>	199.75
Charus Automatic Ltd:	Gaming Machine Rental March 2007	173.33	
		Vat <u>30.33</u>	203.66
Kent County Council:	Stationery	5.95	
	Cleaning Materials	<u>48.35</u>	
		54.30	
		Vat <u>9.50</u>	63.80

Kent Frozen Foods:	Bar Meals		29.72
Adrian Mecklenburgh:	Post Mix Syrup & Wine	221.74	
		Vat <u>38.81</u>	260.55
Nivek Catering Supplies:	Straws, Coffee Filters & Cream Pots	41.24	
		Vat <u>1.25</u>	42.49
SSG Emprise:	Monthly Keyholding & Alarm Response	30.00	
		Vat <u>5.25</u>	35.25

[c] Financial Analysis – If Available

[d] Stocktake Report 29th March 2007 – If Available

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

[a] Replacement Wall Lights in Kilnbarn Club (Page 316, Item 545(b))

[b] Foyer Carpet (Page 318, Item 547(b)) – Quotations

[c] Additional Lighting in Car Park –[Page 319, Item 548[a]] - Update

6. **BAR**

[a] Kilnbarn Club Takings – Copy herewith

[b] Bar Matters

[c] Members Suggestions Forms

[d] Condensor Pump for Main Cellar - Quotation

[e] Ditton Petanque Club –Meeting Arranged

[f] Granite Bar Counter – Updated Quotation

7. **CLEANING & CARETAKING**

[a] Current situation

[b] Cleaning Inspection – Update from Last Report

8. **COMMUNITY CENTRE BUSINESS RATES 2007/08** – For Noting

9. **COMMUNITY DAY – 21st July 2007**

10. **PURCHASE OF 3 ADDITIONAL FOLDING EXAMINATION DESKS**

11. **REPLACEMENT AUTO FILL WATER BOILER** – For Noting

12. **ADDITIONAL LIGHTING PEAR TREE AVENUE SIDE OF BUILDING** – Update

13. **ADDITIONAL CIGARETTE DISPOSAL UNITS** – Quotations

14. **CORRESPONDENCE**

CENTREX: Letter of Thanks

ANONYMOUS: Smoking

DITTON SHORT MAT BOWLS: Block Hirer Cancellations

DITTON SHORT MAT BOWLS: Request to have Hooks installed in Oaken Hall to hang a Notice Board at Short Mat Meetings

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.