

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 9th SEPTEMBER 2019

PRESENT: CLLRS MRS J DEARDEN (CHAIRMAN), MRS J COOPER, MRS K DENNISON, J LOVER, N NEWMAN, M PORTER & MRS G GODDEN [as observer]
MRS N GREENAWAY (CLERK), MR B WHITE (CC ADMINISTRATOR)

207. **OPENING OF MEETING**

The meeting opened at 7.30pm.

208. **APOLOGIES FOR ABSENCE**

It was **NOTED** that there no apologies for absence.

An email from Cllr Mrs Tebbutt was **READ** advising of her resignation from the Council.

209. **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of Members' interests.

210. **FINANCE**

(a) Community Centre Accounts for Payment

RESOLVED that the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Envirocure	Monthly Legionella		68.33	
		VAT	13.67	£82.00
Capital Cleaning	Cleaning Supplies		27.58	
		VAT	52.30	
			15.98	£95.86
K&A Electrical	Extractor Fan in Cedar Room		225.00	
		VAT	45.00	£270.00
AXA PPP	Health Assessment		375.00	£375.00

Deposit Refunds

The full list of deposit refunds was **READ**.

RESOLVED that the deposit refunds be **ACCEPTED, APPROVED** and **PAID**.

Oaken Hall		Don Carman Hall	
10.08.2019	75.00	30.08.2019	50.00
25.08.2019	100.00	09.09.2019	50.00
29.08.2019	50.00	07.12.2019	50.00
07.09.2019	75.00		

(b) Bar Accounts for Payment

RESOLVED that the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

BSS Stocktaking	August Stocktake		120.00	120.00
Lansdell	Bar Stock		159.79	
			8.35	
			207.26	
			143.53	
			94.20	£613.13

(c) Financial Analysis – Month 4

READ and Cllr Newman **NOTED** that the CC hire income was good.

211. **BARS**(a) Kilnarn Takings

READ and **NOTED**.

(b) Stocktake Report

READ and **NOTED** that there was a slight surplus.

(c) Matters Brought Forward

I. Kilnarn Sign location

It was **NOTED** that no response from KCC had been received regarding the siting of the sign on the verge at the CC entrance.

RESOLVED to erect the sign outside the Kilnarn Bar.

II. Staffing

It was **REPORTED** that two new members of bar staff have joined as casual bar staff.

III. Daily takings analysis – **NOTED** this is to be discussed at October meeting(d) Matters Arising

I. Upcoming entertainment

Proposed upcoming entertainment including quizzes and music, was **REPORTED** to the committee.

II. New Dart Board

It was **NOTED** that the Darts team had submitted an invoice for a new dartboard and had requested reimbursement. Discussion took place and members were concerned that a new dartboard had been paid for last year on the condition it was used only for matches. However, it was agreed that there was uncertainty of whether the darts team were informed to take down the match board between matches.

RESOLVED to write to the Darts Team and advise that the Parish Council will reimburse the cost of this dartboard but if it is not taken down between matches then the council will not pay for any future replacements and to ask that they sign to indicate their agreement to these terms

212. **COMMUNITY CENTRE**

(a) Matters Brought Forward

I. VE Day Celebrations – update

The Chair suggested that it would be nice to have some activities for children during the afternoon as there was a dance planned for adults in the evening. Members agreed and various activities such as a tea and cakes, Punch and Judy or a pantomime were suggested. It was further suggested that the schools be invited to be involved and Cllr N Newman offered to contact the local schools. Cllr Mrs J Cooper offered to lead wartime songs. Cllr Mrs G Godden suggested an art competition for children as this is something teenagers would be able to be involved in, with the winner to go on the front of the gazette. It was thought that such a competition would have to be divided into ages.

II. Promoting Community Centre

It was **REPORTED** that the Parish Council office are waiting for some more photographs taken from events held at the Community Centre to add to the new leaflet.

III. Charity Event

Cllrs were made aware of an upcoming charity event being organised by the CC Administrator in December.

RESOLVED the hire fees to be waived for this event.

(b) Matters Arising

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50 the Chairman to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

I. Regular Hirer debt

It was **REPORTED** that a regular hirer had fallen behind with payment and they had asked to pay it off by paying an additional £100.00 per month. Members proposed that they should pay their monthly invoice with an additional £200 each month, to clear the outstanding debt within 6 months.

RESOLVED

To write to hirer and inform them of committee decision.

(c) Maintenance

I. General update

It was **NOTED** that the replacement fire exit doors to the Don Carman Hall had had to be re-scheduled to coincide with the alarm engineer.

213. **CLEANING AND CARETAKING**

(a) Current Situation – update

It was **REPORTED** that a new caretaker has been employed and is progressing well.

214. **CLOSURE**

The meeting closed at 8:30pm.

Chairman
7th October 2019