

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 14TH OCTOBER 2024.

PRESENT: CLLRS Mrs DEARDEN (Chair), M PORTER (Vice Chair), Mrs A THROSSELL, A WATERS, J COX, Mrs L COX, N NEWMAN, Mrs K NASH, Mrs M NEWMAN
Mrs SALLY CRAIG (Business Administrator)

219. **OPENING OF MEETING**

The meeting opened at 7.30pm.

220. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllr D ADLINGTON. The previously notified reasons for absence were recorded in the Absence Book Ref: 557 and **ACCEPTED** and **APPROVED**.

221. **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of Members' interests.

222. **FINANCE**

(a) **Financial Analysis – Month 6**

READ and **NOTED**

Cllr NEWMAN raised a few queries regarding income and it was **AGREED** to consider at Month 9, whether a possible virement could be made to the Bar Budget to re-allocate funds elsewhere.

223 **BARS**

(a) **Kilnbarn Takings**

READ and **NOTED**

(b) **Stocktake**

READ and it was **NOTED** that there was a surplus of £122.29 and the stock taker had raised no concerns.

(c) **Matters arising**

i. Sunday Opening Hours

It was **REPORTED** that the Bar Supervisor had requested that the Kilnbarn could close earlier on a Sunday evening, as there was rarely any customers after 8.30pm.

RESOLVED Kilnbarn will close at 8.30 on a Sunday evening unless there is felt a need to stay open later.

ii. Use of Bar by Petanque

It was **REPORTED** that the bar staff had kept a log of timings and takings on the evenings that the Petanque Club were playing their Summer League fixtures. The findings were that the teams did not come into the bar until after 10.30pm and spent an average of less than £30.00. It was **AGREED** that the Kilnbarn would not stay open for Petanque fixtures going forward.

iii. Entrance Lobby redecoration

It was **REPORTED** that a quotation had been obtained to redecorate the entrance lobby, including replacing the internal doors, glazing and flooring.

RESOLVED to accept the quotation for £3,161.00 + vat from JPS Group to refurbish the Office/Bar entrance lobby.

(d) Current Situation

Nothing to report at this time

224 **COMMUNITY CENTRE**

(a) Matters bought forward

i. Fire Risk Assessment

It was **REPORTED** that the Annual Risk Assessment had been booked for 27th November with Kent Fire Safety.

Matters arising

i. Emergency Contact Details

It was **REPORTED** that following an incident on 6th October, Cllr MULCUCK had requested that an emergency contact number should be displayed at the Community Centre. It was **AGREED** that the incident was a one off occurrence, which had quickly been resolved, and it would not be appropriate for any member of staff to be contactable 24/7.

(b) Current Situation

Nothing to report at this time

225 **50th ANNIVERSARY OF COMMUNITY CENTRE**

Commemoration of the 50th Anniversary

i. Saturday 12th October

It was **REPORTED** that £500.00 had been raised for the Charities.

226 **CLOSURE**

The meeting closed at 7.50pm

Chairman
4th November 2024

