

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 8th JULY 2019

PRESENT: CLLRS Mrs.J DEARDEN (Chairman), Mrs J TEBBUTT, Mrs J COOPER, M PORTER, N NEWMAN (Ex-Officio), J LOVER (Ex-Officio)
MRS SALLY CRAIG (Business Administrator), BEN WHITE (Community Centre Administrator)

144. **OPENING OF MEETING**

The meeting opened at 7.30pm.

145. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllr Mrs Dennison. The previously notified reason for absence was recorded in the Absence Book Ref 436 and **ACCEPTED** and **APPROVED**.

146. **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of Members' interests.

147. **FINANCE**

(a) Community Centre Accounts for Payment

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

Steven Ricketts	Community Centre Repairs		420.00	£420.00
PPL PRS Ltd	Annual Music Licence		1501.61	
		VAT	300.32	£1801.93
KCS	Cleaning Consumables		44.25	
			17.40	
		VAT	12.33	£73.98
David Stephens	Screen/Sound 01.06.19		400.00	£400.00
Capital Cleaning	Cleaning Consumables		23.80	
			18.15	
			79.72	
			24.33	£146.00
M/stone Industrial Cleaners	Window Cleaning		260.00	£260.00
Envirocure	Legionella Testing		48.33	
		VAT	9.67	£58.00

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	
29.06.19	50.00	15.06.19	50.00
07.07.19	50.00		

(b) Bar Accounts for Payment

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

Lansdell	Bar Stock		95.96	
			196.68	
			45.00	
			173.78	
			75.70	
		VAT	108.92	£696.04
BSS	Stocktake		120.00	£120.00
All Chilled	Annual Cooler Servicing		290.00	
		VAT	58.00	£348.00

(c) Financial Analysis – Month 3

READ and **NOTED**.

148. **BARS**(a) Kilnbarn Takings

READ and **NOTED**.

(b) Stocktake

READ and it was **NOTED** that there was a small surplus and the stock taker raised no concerns.

(c) Matters Brought Forward

- Kilnbarn Sign location

It was **REPORTED** that there was no update at present; Cllrs **AGREED** that this should be chased to resolve the issue.

- Staffing

Cllr Mrs Dearden updated the committee on the current staffing position and **REPORTED** that two new members of staff had been recruited following the advert in the Ditton Gazette.

(d) Matters Arising

Daily Takings Analysis

Cllrs **AGREED** that further information should be made available before the issue was discussed further.

RESOLVED to discuss this further at the September meeting.

149. COMMUNITY CENTRE(a) Matters Brought Forward

- Music Festival

It was **AGREED** that sponsorship should be sought for next year's event and to follow a similar line up to this year with a few more acts extending the times.

- VE Day Celebrations - update

It was **REPORTED** that band A had been selected. A budget had been set by the F&A Committee and the ticket price would be £20 per person.

(b) Matters Arising

- Promoting Community Centre

A promotional leaflet for the Community Centre was circulated at the meeting and it was **AGREED** to obtain costs to print the leaflet. Options for circulating the leaflet were discussed.

(c) Maintenance

It was **REPORTED** that it was not possible to book in the replacement of the Oaken Hall ceiling and lighting this side of Christmas. It was **AGREED** to book out two weeks in January to enable the work to go ahead.

A plastic spike strip was presented as an option for stopping children climbing on the gas meter cupboard. Discussion took place on the pro's and cons of using this and it was **AGREED** that an alternative option should be looked into, before a decision was made.

It was **REPORTED** that several residents had contacted the Parish Office about the anti-social behaviour that is occurring in the Car Park late at night. It was **AGREED** that residents should be informed that the Parish Council will be replacing the CCTV this year but have no plans to install a gate. If problems persist, residents should be advised to contact the Police on 101 and report the antisocial behaviour.

150. CLEANING AND CARETAKING(a) Current Situation

Noted nothing to report at this time.

151. **CLOSURE**

The meeting closed at 8.35pm.

Chairman
5th August 2019