

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 11th FEBRUARY 2019

PRESENT: CLLRS Mrs.J DEARDEN (Chairman), Mrs K DENNISON, Mrs J TEBBUTT, J LOVER, P COLE, M PORTER (ex officio)
MRS SALLY CRAIG (Business Administrator)

422. OPENING OF MEETING

The meeting opened at 7.30pm.

423. APOLOGIES FOR ABSENCE

Apologies were **RECEIVED** from Cllr Mrs Cooper and N Newman. The previously notified reasons for absence were recorded in the Absence Book Ref 417 and **ACCEPTED** and **APPROVED**.

424. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of Members' interests.

425. FINANCE

(a) Community Centre Accounts for Payment

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

| | | | | |
|-------------------------|-------------------------|-----|--------|--------|
| KCC | Stationary | | 50.35 | |
| | | VAT | 10.07 | 60.42 |
| Fourways | Stationary/Paper | | 110.27 | |
| | | VAT | 22.05 | 132.32 |
| K&A Electrical Services | Fault to Fused Switch | | 185.00 | 185.00 |
| Initial | Monthly service charge | | 144.82 | |
| | | VAT | 28.96 | 173.78 |
| 1stA Pest Control | Quarterly Charge | | 60.00 | |
| | | VAT | 12.00 | 72.00 |
| Chubb | Fire Alarm contract | | 143.95 | |
| | | VAT | 28.79 | 172.74 |
| Envirocure | Cold Water sanitisation | | 385.00 | |
| | Monthly legionella | | 68.37 | |
| | | VAT | 90.67 | 544.04 |

Deposit Refunds

| | | | |
|------------|-------|-----------------|-------|
| Oaken Hall | | Don Carman Hall | |
| 26.01.19 | 50.00 | 09.02.19 | 50.00 |

| | | | |
|----------|-------|--|--|
| 09.02.19 | 50.00 | | |
|----------|-------|--|--|

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

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

(b) Bar Accounts for Payment

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

| | | | | |
|----------|-----------|-----|--------|--------|
| Lansdell | Bar stock | | 42.44 | |
| | | | 115.13 | |
| | | | 201.76 | |
| | | | 147.43 | |
| | | VAT | 92.94 | 599.70 |

(c) Financial Analysis – Month 9.

READ and **NOTED**. Cllrs queried high energy and water figures. The Business Administrator explained that changes with suppliers had led to bills from 2017/18 being submitted in the 2018/19 accounts. It was **NOTED** that despite this the bottom line figures are looking favourable.

426. **BARS**

(a) Kilnbarn Takings - **READ** and **NOTED**.

(b) Bar Matters

i. Bar Prices

Proposed bar prices were circulated.

RESOLVED to implement the proposed price increases from the 1st March 2019.

ii. Kilnbarn Shifts – Cllr Mrs Dearden updated the Committee on the progress of permanent shifts in the Kilnbarn.

iii. Entertainment

It was **REPORTED** that boxing on Sky had been booked for 23rd February 2019. It was **REPORTED** that Sunday Quizzes continue to be held once a month; Bingo would be held on one off occasions. It was **AGREED** to book 'On the Run' in March.

427. **COMMUNITY CENTRE**(a) Maintenancei. Oaken Hall ceiling and lighting

It was **REPORTED** that three quotations had been obtained; to replace the existing profile and an alternative option to lower and level the ceiling.

Options for replacing the ceiling and lighting in the Oaken Hall were discussed. It was **AGREED** that the existing suspended ceiling needs to be replaced and that it should be similar to the existing profile using a 600 x 600mm grid with acoustic tiles that could be individually replaced if required. The lighting would be upgraded to LED high bay pendants, suitable for the size and multi-use of the hall.

| | |
|--|------------|
| Quotation 1 – lower level ceiling with 64 LED lighting panels | £16,326.00 |
| Quotation 2 – Existing profile with 12 LED lighting panels + 2 emergency fittings | £22,650.00 |
| Quotation 3 – Existing profile with 12 LED high bay lighting + 4 emergency fittings + commercial rotating disco ball | £24,370.00 |
| | |

RESOLVED to **RECOMMEND** Quotation 3 be put to Full Council for approval and the F&A committee to consider if funds can be made available for the work to be carried out in the next few months.

ii. Acorn Room refurbishment

It was **REPORTED** that two quotations had been obtained with a third awaited. The same specification to completely refurbish the Acorn Room had been given to each company. Discussion took place on the quotes obtained and the budget available. It was **REPORTED** that the refurbishment could be part funded from this year's budget and accrued ear marked reserves.

| | |
|-------------|------------|
| Quotation 1 | £15,762.16 |
| Quotation 2 | £12,350.40 |
| Quotation 3 | awaited |

RESOLVED a decision be taken after quotation 3 has been confirmed.

iii. Plumbing Repair

It was **AGREED** to go ahead with quotation for plumbing repairs of £195.00.

iv. Automatic Doors

It was **REPORTED** that a further quotation had been obtained to fit a sensor to the electric double doors at the main entrance. It was **AGREED** to go ahead with the cost of £350.00.

428. **CLEANING AND CARETAKING**

(a) Current Situation

Nothing to report at this time.

Cllrs Mrs Dearden and Porter agreed to carry out the next cleaning inspection.

429. **CLOSURE**

The meeting closed at 8.25pm.

Chairman
4th March 2019