

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 21st JANUARY 2019

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

396. **OPENING OF MEETING**

The meeting opened at 7.30pm.

397. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

398. **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of Members' interests.

399. **FINANCE**

(a) Community Centre Accounts for Payment

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

HSS Hire	Scaffold Tower		169.63	
		VAT	33.93	203.56
Commercial Services	Fire Extinguishers		100.20	
		VAT	20.04	120.24
Chubb	Fire Safety		537.73	
		VAT	107.55	645.28
Capital Cleaning	Cleaning Supplies		43.67	
			60.90	
			90.10	
		VAT	38.93	233.60
Envirocure	Legionella Testing		45.35	
		VAT	9.07	54.42
A Short Locksmith	Mess room lock repair		195.00	195.00

Deposit Refunds

Oaken Hall		Don Carman Hall	
14.12.18	50.00	29.12.18	50.00
22.12.18	125.00	31.12.18	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		171.29	
			182.69	
			39.98	
			46.40	
			15.35	
			194.22	
		VAT	(11.39)	
			117.55	756.09
BSS Stocktaking	Stocktake		200.00	200.00

(c) Financial Analysis – Month 8.

It was **NOTED** that this was not available at this time.

400. **BARS**

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

(b) Bar Matters

i. Staff Meeting

Cllr Mrs Dearden **REPORTED** on the Bar Staff meeting held on the 16th January 2019.

RESOLVED to review the finishing times of the shifts in the review of the Bar Staff shifts.

ii. Bar Prices

It was **REPORTED** that supplier increases were still awaited. The price increases are ranging from 0.5% - 14%.

RESOLVED to consider bar prices at February meeting

iii. Bar Closure – Boxing Day/New Year's Day

It was **REPORTED** that the bar had been closed on Boxing Day and New Year's Day as there were no senior staff to cover the shifts.

RESOLVED to consider bank holiday shifts in the review of the bar staff shifts.

iv. Incident in Bar – W/E 13.01.19

Cllr Mrs Dearden **REPORTED** on an incident that had occurred in the Kilnbarn on 13.01.19 between two customers. A summary of the complaint and a staff statement was read to the committee.

RESOLVED to Ban the offending customer from the premises for 6 months. A letter would be sent out and staff to be informed.

v. Sound System/TV connection

It was **REPORTED** that one of the TV's has had a poor reception. It was **AGREED** to have this looked at.

(c) Stocktake Report - **READ** and **NOTED**.401. **COMMUNITY CENTRE**(a) Community Centre Matters

i. Ditton Minors request

The Committee considered a request previously circulated. It was **AGREED** the large event fee of £250.00 per day previously agreed would be applicable for all Football tournaments held at the Kilnbarn recreation ground.

RESOLVED to write to Ditton Minors upholding the large event fee, summarising what the fee includes.

ii. Heart of Kent Hospice

It was **AGREED** that the Hospice would be charged the off peak rate for their Christmas dance booking in 2019.

iii. It was **AGREED** that BACS payments would be made to refund the stallholders of the cancelled Wedding Fair.(b) Maintenance

i. Corridor redecoration

It was **REPORTED** that decoration would commence on 23.01.19 with the flooring booked in to start on 18.02.19.

ii. Oaken Hall ceiling and lighting

It was **REPORTED** that a third quotation was awaited. It was **AGREED** to discuss this at the February meeting.

iii. Acorn Room refurbishment

It was **REPORTED** that a third quotation was awaited. It was **AGREED** to discuss this at the February meeting.

403. **CLEANING AND CARETAKING**

(a) Current Situation

Nothing to report at this time.

404. **CLOSURE**

The meeting closed at 9.00pm.

Chairman
4th February 2019