

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 9th JULY 2018

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

137. **OPENING OF MEETING**

The meeting opened at 7.30pm.

138. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

139. **DECLARATION OF MEMBERS' INTERESTS**

Cllr Porter declared a personal interest in item 96(a) regarding the Kilnbarn signage.

140. **FINANCE**

(a) Community Centre Accounts for Payment

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

S & J Cleaning	Scrubber Dryer Service		92.96	
		VAT	18.59	111.55
KCS	Stationary		41.38	
		VAT	8.28	49.66
Kent Boilercare	50% of new Heating Installation		11,022.24	
		VAT	2,204.45	13,226.68
1 st Pest Control	Quarterly Pest Control		60.00	
		VAT	12.00	72.00
Envirocure	Monthly Legionella		43.55	
		VAT	8.71	52.26
David Stephens	Cup Final Screen – D Minors		300.00	300.00
Rob Large	Leak in Ladies Toilet		45.00	45.00
Capital	Cleaning Supplies		106.55	
		VAT	21.31	127.86

Deposit Refunds

Oaken Hall		Don Carman Hall	
16.06.18	50.00	23.06.18	50.00
23.06.18	95.00	26.06.18	50.00
24.06.18	50.00	30.06.18	50.00
08.03.18	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	Soft Drinks//Bottled Beer/Sundries		5.48 150.92 45.90 324.39 20.25 173.91 153.51 (11.35)	
		VAT	167.27	1025.74
BSS Stocktaking	Stocktake		200.00	200.00
All Chilled	Annual Equipment Service	VAT	310.00 62.00	372.00
Steven Ricketts	Carpentry Repairs/Materials		434.42 265.49	699.91

(c) Financial Analysis – Month 2.

READ and **NOTED**. Cllr Mrs K Dennison **REPORTED** that she had emailed the Business Administrator with questions on the financial analysis prior to the meeting, which she summarised for Cllrs.

141. **ITEMS BROUGHT FORWARD FROM PREVIOUS MEETINGS**

(a) Kilbarn Signage – page 18, item 47(a)

It was **REPORTED** that Cllrs had previously **AGREED** to proceed with the manufacture of the sign and its frame for the cost of £560.00 with 3 additional signs to fix to the building at £30.00 each. On further discussion, it was **AGREED** that the main sign in the frame would be sited at the entrance to the car park to be visible from the road.

142. **BARS**

(a) Kilbarn Takings – **READ** and **NOTED**.

Cllr's wished to have it **NOTED** their thanks to all staff for that took part in the Ditton Minors 50th Anniversary Celebration, which proved to be a great success for the community.

Cllr Mrs Dearden suggested that the council considered holding a community outdoor music event in 2019. Cllr's **AGREED** that this would be a good thing to hold in the community and further details should be obtained for discussion.

(b) Bar MattersCigarette Bin

It was **AGREED** that the current unsightly planter being used as an 'ashtray' in front of the Kilbarn entrance should be removed and replaced with smaller floor standing bins. Prices would be obtained for approval.

Hand Rails

It was **AGREED** to obtain a quote to strip back the handrails outside of the Kilbarn and have them repainted.

Bar Prices- 6 month review

Cllrs discussed the review of prices and it was suggested that prices between the bars should be levelled so that they are the same throughout.

Cllr Jobling **PROPOSED** and Cllr Mrs Dennison **SECONDED** that prices should be the same throughout, voting followed with 4 in agreement and 2 abstaining. It was **AGREED** that a price proposal would be put to the Committee in September.

Staff Meeting

Cllr Mrs Dearden **REPORTED** to the committee on the recent Staff meeting,

(c) Stocktake Report – **READ** and **NOTED**.143. **COMMUNITY CENTRE**(a) Maintenance

It was **REPORTED** that the central heating upgrade was to start on 23rd July and following this, maintenance will be required to make good pipework boxing in and paintwork.

144. **CLEANING AND CARETAKING**(a) Current Situation

A quotation had been obtained for an initial fee of £300 to clean all windows, fascias and soffits, with an ongoing quarterly charge of £260. It was **AGREED** to go ahead with this work.

It was **REPORTED** that a quotation had been obtained to change the service contracts of the:

- Roller Towels
- Urinal Treatment
- Sanitary/Nappy Bins

By combining the above contracts an annual saving of £850 would be made with an improved regulatory of service. It was **AGREED** to go ahead with Rentokil-Initial as the current contracts expired.

(b) Cleaning Inspection

Cllr Mrs Dennison **REPORTED** that following her recent inspection the general cleanliness of the centre has improved.

145. **CLOSURE**

The meeting closed at 8.40pm.

Chairman
6th August 2018