

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY CENTRE COMMITTEE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 22nd JANUARY 2018

PRESENT: CLLRS Mrs.J DEARDEN (Chairman), Mrs K DENNISON,
J LOVER, A MULCUCK, P JOBLING.
MRS SALLY CRAIG (Business Administrator)

395. **OPENING OF MEETING**

The meeting opened at 7.30pm.

396. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

397. **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of Members' interests.

398. **FINANCE**

(a) Community Centre Accounts for Payment

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

KCS	Stationary/Pitchmarker Cleaning Supplies/Stationary		112.00	
			115.25	
		VAT	45.45	272.70
Emprise	Annual Keyholding		258.79	
			51.76	310.55
		VAT		
Martin Enviromental	Oaken Hall heaters		584.00	
			116.80	700.80
Edwardes Bros	Light Bulbs		28.00	
			11.92	
		VAT	7.98	47.90
L W Burt & Son	Heating Call Out		143.94	
			28.79	172.73
		VAT		
HSS Hire	Scaffold Tower		138.62	
			27.73	166.35
		VAT		

Deposit Refunds

Oaken Hall			
09.12.17	50.00	23.12.17	227.00
10.12.17	50.00	06.01.18	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 account be **ACCEPTED, APPROVED** and **PAID**:-

Lansdell	Soft Drinks/Bar Snacks	VAT	218.60 37.08	255.68
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(c) Financial Analysis – Month 9

READ and **NOTED**.

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

(a) Wedding Package –page 131, item 315 (a) – update

It was **REPORTED** that the licence fee to hold weddings for a single room is £1650, and this covers 3 years. It was **AGREED** that licencing the centre to hold weddings should not be the main focus at this time and that marketing the centre as a venue for wedding receptions should be the priority.

RESOLVED to obtain quotations to stage the halls for a wedding reception to enable professional photographs to be taken.

400. **BARS**

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

(b) Bar Matters

i. Price Increases

Supplier price increases were **READ** and **NOTED**.

RESOLVED to increase bar prices on 1st February 2018 by an average of 6% to cover supplier price increases.

ii. Entertainment

List of upcoming Entertainment in Kilnbarn Bar **READ** and **NOTED**.

iii. Bank Holiday Opening

Takings for Bank Holiday Mondays in 2017 were **READ** and **NOTED**.

RESOLVED the Kilnbarn Bar would NOT open at lunchtimes on Bank Holiday Monday's.

(c) Stocktake Report 19th December 2017

The summary of the stocktake report was **READ** and it was **NOTED** that there was a deficit of £272. The stock taker highlighted there was a discrepancy with cans of soft drinks which could not be explained. It was **AGREED** that the situation would be monitored with the next stocktake and then decide if any action needs to be taken.

401. COMMUNITY CENTRE(a) Maintenance

It was **REPORTED** that the Oaken Hall radiators had been inspected and that 6 were now working out of 9, however this was only a temporary fix and that the motors were going on all 9. To repair with reconditioned motors will likely cost as much as new replacement heaters.

(b) Community Centre Refurbishment

It was **AGREED** that plans for major refurbishment of the centre should be put on hold for the near future and emphasis should be on the essential work and maintenance ie. Updating the heating system.

(c) Revised Hire Rates

Revised hire rates were **READ** and **NOTED** and it was **AGREED** to implement from the 1st April 2018.

402. CLEANING AND CARETAKING(a) Current Situation

Nothing to report.

(b) Cleaning Inspection

Next inspection to be carried out by Cllr Mulcuck on 6th February 2018

403. CLOSURE

The meeting closed at 8.45pm.

Chairman
5th February 2018