

30 September 2009

You are requested to attend a meeting of the **Community Centre Management Sub Committee** to be held at the Sevenoaks Community Centre on Monday, 5 October 2009 at 7.00 pm.

Proper Officer

AGENDA

Apologies for absence.

1. DECLARATIONS OF INTEREST

To receive any declaration of interest from members in respect of items of business included in the agenda for this meeting.

2. MINUTES OF MEETING HELD ON 22 JUNE 2009

To consider for approval the Minutes of the Community Centre Management Sub Committee held on 22 June 2009 (copy attached).

3. FINANCE

a) To receive and consider the Statement of Accounts to 31 August 2009. (copy attached)

b) To receive and consider the estimates for 2010/11. (copy attached)

4. TRADING ACCOUNTS FOR VENDING MACHINE

To receive and consider report. (copy attached)

5. ADMINISTRATOR 'S REPORT

To receive and consider report relating to following matters (attached).

- i) Audio Equipment
- ii) Flat Roof
- iii) Rolling Painting Programme
- iv) Hot Water Boiler
- v) Tennis/Netball Court Fencing (Repairs in place)
- vi) Internet Connection

- vii) H&S Report – Risk Assessment Requirement – Fit solenoid valve to gas cookers.

6. HEALTH & SAFETY REPORT

To note a Health & Safety Report has been carried out and is available to view.

7. COFFEE MORNINGS

The Awards for All, Big Lottery Fund rejected the application for funding due to insufficient identified need for the Project.

A further funding application is being made.

To Resolve under the Public Bodies (Admission of Meetings) Act 1960 to exclude the public and press for the following item by reason of the confidential nature of the business.

- 8. Report of long term viability of the Community Centre premises (Council Members Only)

DATES OF MEETINGS

Monday 15 February 2010

All meetings will be held at the Community Centre and start at 7.00 pm.