





Panfield Community Association Meeting

Monday 14th February 2019 at 8pm in Village Hall

Ref		Action
1.00	<p>In Attendance</p> <p>Christine Joyce PCA Treasurer Tony Banks PCA Committee Member Caroline Bowser PCA Committee Member Danny Canning PCA Chairman Julia Wilson PCA Committee Member Lorraine Borrett PCA Committee Member</p>	INFO
2.00	<p>Apologies for Absences received</p> <p>Lynne Canning PCA Committee Member Margaret Cockwell PCA Committee Member Mark Payne St Marys Church Curate Bridget Smith PCA Committee Member Julie Butson PCA Committee Member Sarah Reid PCA Secretary Kevin Roberts PCA Committee Member</p> <p>Danny to ensure Kevin and Lorraine are added to the distribution list.</p>	INFO DC
3.00	<p>Minutes of the previous meeting</p> <p>Minutes for January were agreed as true and accurate</p> <p>Agreed to remove Peter from the formal committee in-line with his previous request.</p>	INFO
4.00	<p>Actions Arising</p> <p>Fete Sponsorship Monies – it is understood that the main difference was in relation to an agreement to retain £200 that will be used towards expenses for the 2019 Fete. It was confirmed that we would ask for a detailed breakdown of income and expenditure for this year similar to what was supplied in 2017</p>	INFO INFO
5.00	<p>Finance Report</p> <p>It was raised that the income for the Garage hire had not been received for the last financial year. Pippa at the last meeting had understood this to have been paid. Christine stated that a cheque had been received but it had not been signed so was returned and we had not received a new payment back. Christine to speak to Pippa regarding this outstanding position.</p> <p>We have paid the Lottery License and Liability Insurance</p> <p>Christine is to update the Charity Commission Trustee status to include Danny Canning</p> <p>Christine to produce finance report that can be up loaded to the PCA website. Current bank balance is £8296.87</p>	INFO INFO CJ CJ
6.00	<p>Hall Booking Report</p> <p>PP advised Bounce no longer using hall.</p>	INFO

	The electronic calendar seems to work and Pippa will be creating shortly and will circulate to the PCA members. Pippa will maintain a hard copy of booking at home in case of system failure.	PP
7.00	<p>Event Update</p> <p>Quiz Night (March 9th)</p> <ul style="list-style-type: none"> PCA members were requested for any items that could be put towards the raffle Caroline and Julia offered to collect team and raffle money on the night. <p>Panfield Presents</p> <p>We are expecting to receive the cheque by recorded delivery by 4th March</p> <p>It was agreed by the committee to pay (£60) an independent contractor to give advice on the required AV installation.</p> <p>Quotes now attached</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Survey call Report Panfield Hall 02.19.pc </div> <div style="text-align: center;">  Danny Canning.pdf </div> <div style="text-align: center;">  Estimate WAVS 02.19.148 DCanning </div> <div style="text-align: center;">  Invoice WAVS 0219.365 Panfield Co </div> </div> <p>In addition the cost for new chairs and tables would be about £3,500</p> <p>Panfield Fete</p> <p>It was confirmed that the charity for this year fete will be "Little Havens and Jays"</p> <p>Panfield Plodders</p> <p>The 10th Feb walk was well attended and while the weather was not good at the start it did finish in sunshine. The next walk is planned for the 10th March and will go via the discovery centre.</p>	<p>All PCA</p> <p>INFO</p> <p>INFO</p> <p>INFO</p> <p>INFO</p> <p>INFO</p>
8.00	<p>Building Repairs and Improvements</p> <p>Decoration – Still areas that need to be painted, it had been planned for the 16th Feb but due to a power cut to the village hall it had to be cancelled - new date proposed was 23rd March. Danny to email PCA members.</p>	DC
9.00	<p>Panza</p> <p>Panza winners were drawn</p>	INFO
10.00	<p>Any Other Business</p> <p>None raised</p>	
11.00	<p>Next Meeting Date</p> <p>Monday 18th March 2019</p>	ALL

