

Panfield Community Association Meeting

Monday 16th September 2019 at 8pm in Village Hall

Ref		Action
1.00	<p>In Attendance</p> <p>Julie Butson PCA Committee Member Margaret Cockwell PCA Committee Member Christine Joyce PCA Treasurer Sarah Reid PCA Secretary Kevin Roberts PCA Committee Member Julia Wilson PCA Committee Member</p>	
2.00	<p>Apologies for Absences received</p> <p>Tony Banks PCA Committee Member Lorraine Borret PCA Committee Member Caroline Bowser PCA Committee Member Danny Canning PCA Chairman Lynne Canning PCA Committee Member Pippa Percy PCA Bookings Clerk Bridget Smith PCA Committee Member Peter Yates PCA Committee Member</p>	INFO
3.00	<p>Minutes of the previous meeting</p> <p>Minutes for August were discussed and agreed as an accurate record of the meeting in August.</p>	INFO
4.00	<p>Actions Arising</p> <p>Hall Availability – DC has emailed Bill Saward and will follow this up regarding requesting Panfield Parish Council to move to a later time on a Thursday to allow a regular booking to be made.</p> <p>Black Caps – DC to speak to Black Caps to find out what time they are in and to see if they can come in later.</p> <p>Father Christmas – SR confirmed the from for Father Christmas has been sent to Chris Bassett for inclusion in the October RAP.</p> <p>Cleaning Materials – TB to organise cleaning materials so hazardous materials are kept in a locked cupboard.</p> <p>Fire Risk Assessment – SR advised she has spoken to Simon Woolley who compiled the Fire Risk Assessment and he has clarified that the gates should be secured to prevent unauthorised vehicle access however they are to be unlocked when the hall is in use also ensuring vehicles are not parked at emergency exits. DC to action.</p> <p>Training Regime – SR to see what the options are for training our members to be fire marshals.</p> <p>Cooker – SR to see if Simon will clean cooker in hall.</p> <p>RAP Editor – JB confirmed she has put vacancy for the RAP editor on PCA Facebook page.</p>	DC DC INFO TB DC SR SR INFO

5.00	Finance Report Village Fete – CJ advised there was £778 income from the village fete.	INFO
	Pananza – CJ advised there is £300 from Pananza to bank.	INFO
	Bank balance – approximately £8,500.	INFO
	Year End – CJ asked if there are any monies to be banked, can she have these by the end of the month.	ALL
	Panfield Presents – JW and JB handed over monies for Panfield Presents.	INFO
	Coffee Morning – MC handed over monies from Coffee Morning.	INFO
6.00	Hall Booking Report Bookings – there was a party on Saturday evening and here have been a few children's parties.	INFO
	Margaret Lynch – Margaret Lynch has asked to use the hall to run classes in improving confidence. It was agreed Margaret could have the hall for £60 however we couldn't hold her to this amount if she didn't get enough interest. JW to contact Margaret to advise.	JW
7.00	Event Update Panfield Presents – JB handed out posters for the next film in October which is Bohemian Rhapsody. It was agreed where these would go in the village.	INFO
	Red Joan was suggested for November.	DC
	December will be confirmed but the option for a poll was discussed.	DC
	SR suggested we stream The Last Night of the Proms next year. It's on BBC1 and BBC2. Not sure of the implication but can be discussed at the next meeting.	DC
	It was suggested we do produce a flyer for Panfield Presents with a number of films listed we can deliver to inform people. To be discussed at next meeting.	DC
	JB suggested the A board is used outside to advertise the film we are showing.	DC
	CJ advised Graham has agreed to display posters in the pub. CJ to provide to Graham.	CJ
	Black Caps – Those in attendance were asked who is able to help setting up, taking money and selling raffle tickets. SR and JW advised they can help. KR and MC advised they hope to be available but will confirm.	KR/MC
	SR to email CB and TB to ask if they can help.	SR
	Children's Halloween Party – SR advised everything is okay and no help is required for the Halloween Party.	INFO
	Panfield Plodders – Panfield Plodders walked to Roundwood Garden Centre on the 8 th September.	INFO
	SR raised her concerns regarding the walks and how she would like some company on the practice walks as it can be a bit scary when you are out	

over 3 hours in the middle of nowhere. JB advised she and CB might be able to walk during the week to practice routes but generally aren't available at the weekends. As there isn't anyone available to practice the walks before the walk in October it was agreed we would re do the walk to Andrewsfield Airfield. SR to add an event to Facebook page.

SR

The November Walk will be confirmed once JB and CB have planned and practiced a route.

JB/CB

The walk in November will be the last one this year with walks hopefully resuming in February.

INFO

West of Braintree Walk - SR advised there is a walk planned for Sunday 22nd September with Dave Ockelford is going to lead. This is in connection with the West of Braintree planned development where there are walkers heading from a number of affected villages to Great Saling Village Hall where there will be tea and cakes. JW, JB, KR advised they are hoping to walk.

INFO

VE Day Celebrations – It was agreed this would be left until DC is in attendance. DC to pick up at next meeting.

DC

8.00

Pananza

Pananza for September:

Prize	Name	Street
50	Lewis	Hall Road
20	Jenny	Meadow Close
10	Bedford	Kynaston Road
10	Taylor	Meadow Close
5	Scott	Church End
5	Vaughan	Kynaston Road
5	Mike and Kathryn	Kynaston Road
5	Wilkinson	St Marys Close
5	Denny	Meadow Close

JW

9.00

Any Other Business

Concerns for Vulnerable Residents – Janine Ellis has attended the meeting to see if there is an option in holding an event to raise awareness for people in the village. This was as a result of a couple of older residents being duped either on a regular basis for work to their house or a one off burglary.

INFO

The monthly coffee morning was suggested as a good forum.

INFO

SR to contact Chivonne Claydon who is the Village Agent.

SR

Janine advised she is happy to pick residents up if they would like to attend but have no way of getting to the village hall.

INFO

Allotment – SR advised she has been contacted by Jean Simmons to ask if we are interested in having an allotment, which could be run by villagers to get children involved. It was agreed it is not something we are interested in. SR to respond to Jean.

SR

Village Website – The village website was discussed. CJ to speak to Parish Council, Pub and Church to see if it is something they would like to be included in if we create a new website.

CJ

10.00	Quiz Night – SR to ask Cecela to cancel the Quiz Night on the website. Next Meeting Date Monday 21 st October 2019 @ 8pm	SR ALL
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