

Panfield Community Association Meeting

Monday 17th June 2019 at 7.45pm in Village Hall

Ref		Action
1.00	<p>In Attendance</p> <p>Lorraine Borret PCA Committee Member Caroline Bowser PCA Committee Member Danny Canning PCA Chairman Margaret Cockwell PCA Committee Member Sarah Reid PCA Secretary Kevin Roberts PCA Committee Member Julia Wilson PCA Committee Member</p>	INFO
2.00	<p>Apologies for Absences received</p> <p>Tony Banks PCA Committee Member Julie Butson PCA Committee Member Lynne Canning PCA Committee Member Christine Joyce PCA Treasurer Mark Payne St Marys Church Curate 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 May were agreed as true and accurate.</p>	INFO
4.00	<p>Actions Arising</p> <p>Panfield Presents – DC advised that CJ has ordered the new tables and chairs.</p> <p>Compliance – DC advised he has spoken to Panfield Parish Council and they have agreed to contribute £475 towards the works required to ensure we are compliant.</p> <p>Panfield Fete 2018 – DC confirmed we have received the outstanding £50 from last year's fete.</p>	INFO INFO INFO
5.00	<p>Finance Report</p> <p>No update</p>	INFO
6.00	<p>Hall Booking Report</p> <p>Enquiries – JW advised there have been a couple of enquires but they clash with PPC meetings on a Thursday. They would like the hall from 6:30pm until 7:30pm. DC to speak to Bill Saward to see if they could start later to enable us to secure the booking.</p> <p>Hire Costs – A discussion took place regarding hire costs. It was agreed the cost for regular users and clubs would be £10 an hour otherwise charge will £15 hour. Rate for a half day of 4 hours would be charged at £45 and £120 for all day. JW to implement.</p> <p>Black Caps – JW/DC to speak to Black Caps to find out when they are in and see if they can come in later.</p>	DC JW JW/DC

7.00

Event Update

Fete – Helper moving tables on Friday night, DC thinks it is 6-6:30pm but will confirm with Graham. The following agreed to help with tables:

Danny
Graham
Caroline
Kevin
Julie
Ian

INFO

Serving of teas and coffees was discussed. The following list is those who have agreed to help:

Chivonne 12-2pm
Pippa 12-2pm
Julia 2pm – 4pm
Caroline 2-4pm

INFO

BS and MC setting teas, coffee etc. up between 10 and 11am

INFO

Guess the Weight of the Cake/Number of Sweets – DC advised Graham is sourcing a jar of sweets.

INFO

CJ and her mum staffing the raffle stall.

INFO

DC advised a number of cat ornaments had been donated.

INFO

The following have agreed to provide the following cakes:

Julia – Lemon and Ginger and a Gluten Free Almond cake.
Julie
Sarah R – Scones and Gluten Free Victoria Sponge
Lu – Coffee Cake
Pippa
Lynne
Linda – 2 x sponges

INFO

Paper bags for serving was discussed. SR to check if she can source some.

SR

Panfield Presents – Final installation taking place over 27th – 29th June.

INFO

DC advised blinds will be purchased.

DC

Trial Planned. DC to advise when this will be.

DC

CJ to check with insurers regarding value of contents.

CJ

Panfield Plodders – CB advised there was a walk that took place on Wednesday 5th June from Panfield to The Swan in Rayne. There were only three walkers but they had a lovely day.

INFO

SR added that on the 9th June we did a round walk towards Jaspers Green and back to Panfield.

INFO

CB and SR advised there is an early morning walk planned on Sunday 21st July to The Discover Park.

SR

	Governance – DC advised we need to meet in Spetember. Date to be agreed.	DC																														
	Garage Sale 2020 – DC discussed the garage sale and the potential VE celebrations. It was discussed whether the garage sale should be cancelled for 2020.	DC																														
	Next Meeting – It was agreed July's meeting would be cancelled and we would meet again in August.	ALL																														
8.00	Compliance No update	INFO																														
9.00	Panza Panza was drawn for June:																															
	<table border="1"> <thead> <tr> <th>Prize</th> <th>Name</th> <th>Street</th> </tr> </thead> <tbody> <tr> <td>50</td> <td>Farrell</td> <td>Hall Road</td> </tr> <tr> <td>20</td> <td>Juniper</td> <td>Kynaston</td> </tr> <tr> <td>10</td> <td>Moirey</td> <td>Thistledown</td> </tr> <tr> <td>10</td> <td>Graham/Hazel</td> <td>St Marys</td> </tr> <tr> <td>5</td> <td>Moore</td> <td>Church End</td> </tr> <tr> <td>5</td> <td>Roberts</td> <td>Bell Lane</td> </tr> <tr> <td>5</td> <td>Costin</td> <td>Meadow Close</td> </tr> <tr> <td>5</td> <td>Dawson</td> <td>Braintree Road</td> </tr> <tr> <td>5</td> <td>Mutimer</td> <td>Queens Gardens</td> </tr> </tbody> </table>	Prize	Name	Street	50	Farrell	Hall Road	20	Juniper	Kynaston	10	Moirey	Thistledown	10	Graham/Hazel	St Marys	5	Moore	Church End	5	Roberts	Bell Lane	5	Costin	Meadow Close	5	Dawson	Braintree Road	5	Mutimer	Queens Gardens	TB
Prize	Name	Street																														
50	Farrell	Hall Road																														
20	Juniper	Kynaston																														
10	Moirey	Thistledown																														
10	Graham/Hazel	St Marys																														
5	Moore	Church End																														
5	Roberts	Bell Lane																														
5	Costin	Meadow Close																														
5	Dawson	Braintree Road																														
5	Mutimer	Queens Gardens																														
10.00	Any Other Business None	INFO																														
11.00	Next Meeting Date Monday 19 th August 2019 @ 8pm	ALL																														