

Panfield Community Association Meeting

Monday 15th April 2017 at 7:30pm in The Village Hall

Ref		Action
1.00	<p>In Attendance</p> <p>Caroline Bowser PCA Committee Member Julie Butston PCA Committee Member Danny Canning PCA Chairman Lynne Canning PCA Committee Member Christine Joyce PCA Treasurer Pippa Percy PCA Bookings Clerk Sarah Reid PCA Secretary Peter Yates PCA Committee Member</p>	INFO
2.00	<p>Apologies for Absences received</p> <p>Tony Banks PCA Committee Member Margaret Cockwell PCA Committee Member Sarah Graves PCA Committee Member Chris Rowe PCA Committee Member Bridget Smith PCA Committee Member</p>	INFO
3.00	<p>Actions Arising from the AGM</p> <p>Trustees – CJ advised she is ready to add MC as a Trustee.</p> <p>Welcome Pack – SR advised she has received this from Jean Simmons. SR to circulate.</p> <p>Lease for Hall – PY passed the information he has to DC. DC to progress.</p>	CJ SR DC
4.00	<p>Finance Report</p> <p>CJ advised the bank accounts are now open and paying in and cheque books have been received.</p> <p>CJ explained that if a payment is made it requires authorisation by PY.</p> <p>PP requested access. CJ to organise</p> <p>Payment of RAP was discussed. CJ advised this is now 14 days. CJ to check this is correct.</p>	INFO INFO CJ CJ
5.00	<p>Hall Booking Report</p> <p>PP advised a booking has been taken for a MacMillan Coffee Morning. It was agreed the hire fee would be waived for this booking.</p> <p>Local Elections – PP to let CJ know if a bill needs to be generated.</p> <p>Booking Poster – PP circulated proposed poster. It was agreed this would be displayed on the noticeboard and PP to email copy to SR for Facebook.</p>	INFO PP PP
6.00	<p>Constitution Review/Update</p> <p>Review of constitution in progress. DC researching and will feedback before the 26th.</p>	DC
7.00	<p>Event Update</p> <p>Garage Sale – SR provided an update on the garage sale.</p> <p>Fete – All in progress. PP suggested inviting James Cleverly.</p>	INFO INFO

	Black Caps – LC has contacted Black Caps and is waiting for confirmation of date.	INFO
	Quiz Night – CR to confirm date.	CR
	Walking Group – SR, DC and CB to meet.	DC/CB/SR
8.00	Improvements	
	Defibrillator – CJ progressing including applying for a grant	CJ
	DC looking to promote PANANZA to raise funds for a defibrillator.	DC
	Noticeboard – DC advised he can repair and paint noticeboards until funding is available. PPC looking at this.	DC/PPC
	SR to source colourful backing paper.	SR
	Village Hall – It was agreed the village hall needed a general tidy up including:	
	Paint windows	
	Stain front door - LC	
	Noticeboards	
	Benches	
	Repair and paint masonry - PY	
	Repair Back Door	
	LC/DC to source materials	LC/DC
	Kitchen – it was agreed a unit would be sourced and the fridge would be fitted into the kitchen.	DC
	Microwave – CJ to source new microwave and have it delivered to PP.	CJ
	WiFi – WiFi was discussed in relation to costs. PP to speak to Chivonne to see what she thinks the uptake might be.	PP
	Cinema Nights - were discussed. CJ to look at options.	CJ
	Facebook – DC and SR currently Admin. Sr to add CB.	SR
	Village Website – PPC updating. Please can we all have a think about what we would like to see on the village website.	ALL
9.00	New Residents	
	3 St Marys	
	Bungalow in Ketleys	INFO
10.00	Any Other Business	
	Key Safe – DC suggested fitting a small key safe to the external of the building – all agreed this would be beneficial	DC
	Pananza – Pananza was drawn.	INFO
	Angie Jamison donated her winnings from April to PCA.	INFO
	PY handed over guarantee for windows to DC.	INFO
10.00	Next Meeting Date	
	Thursday 15 th June 2017 @7:30pm in the Village Hall.	ALL

