

Panfield Community Association Meeting
Monday 16th May 2014 at 7:30pm in The Village Hall

Ref	In Attendance	Action
	Tony Banks PCA Committee Member Lynne Canning PCA Bookings Clerk Margaret Cockwell PCA Joint Secretary Jenny Edwards PCC Councillor Christine Joyce PCA Treasurer Lesley Lee PCA Committee Member Sarah Reid PCA Joint Secretary Bridget Smith PCA Committee Member	
		INFO
1.00	Apologies for Absences and Introductions	
1.01	Sonal Mody PCA Chairperson	INFO
2.00	Approval of Minutes from last meeting	
2.01	An error within the last minutes was highlighted. The MP is Brook Newmark, not Butch. SR apologised for the error.	INFO
3.00	Actions Arising from Last Meeting	
3.01	PCC Contribution to RAP – CJ to advise PCC how much the contribution should be.	CJ
3.02	A discussion around the planning of events took place. CJ advised they have agreed with another party that they will distribute leaflets in Bardfield Saling for the PCA.	INFO
3.03	SR confirmed Sonal attended the Parish Assembly to represent PCA.	INFO
3.04	SR advised that SM has retrieved the electrical report for the hall and the required remedial actions have now been completed. CJ to contact SM regarding the hooks in the ceiling, speakers/sockets, signs, shelf brackets and noticeboards.	CJ
4.00	Treasurers Report	
4.01	CJ advised there is currently £22,000 in the bank but bookings are down.	INFO
4.02	CJ advised £20 was made on the village fete.	INFO
5.00	Bookings Report	
5.01	SR to contact Anne Cole.	SR
6.00	Update from Parish Council	
6.01	JE advised the PCC would like to congratulate the PCA on the success of the fete.	INFO
6.02	JE advised a lease for a further 50 years has been signed for John Barr playing field.	INFO

6.03	JE advised there are a couple of allotments available.	INFO
7.00	Renovations	
7.01	TB asked if there was a possibility of raising the height of the cooker so the height matches the height of the adjacent worktop.	SM
7.02	CJ advised the meeting the wall will now not be removed as permission has been refused.	INFO
7.03	SR/CJ to agree a date to meet with Gary Lee.	SR/CJ
8.00	Future Events	
8.01	Hall Launch – Dates were discussed and it was thought the 6 th September would be a suitable date.	INFO
8.02	Race Night – 4 th October 2014. Plans to sell tickets at Hall Launch.	INFO
8.03	MacMillan Coffee Morning – Friday 26 th September.	INFO
8.04	Villagers Lunch – 3 rd December. JE agreed to deal with tickets for Vintage Villagers again this year. Maximum of 40. CJ to ask Anne Cole if she is willing to cook again.	CJ
8.05	Garage/Table Top Sale – September together with an auction.	INFO
8.06	Carols around the Christmas Tree – 23 rd December. CJ to write to Greenfield to ask permission to put Christmas tree on the village green. Requests for a donated Christmas tree to wait until permission is granted.	CJ
8.07	CJ discussed bingo and the plan to revive this on Friday afternoons.	INFO
8.08	Future Music Evenings – this was discussed and it was agreed future events will be dependent on how successful the Launch night is with the Black Caps.	INFO
8.09	Children's' Gardening Club – JE to ask Jean Simmons whether it would be possible for an allotment to be used for a children's gardening club.	JE
8.10	CJ discussed the option of broadband in the village hall and the additional possibilities this will give us. Clubs could use it, training courses, young mums, look at offering crèche facilities during training sessions.	INFO
8.11	CJ asked for volunteers to sell tickets for events. LC, BS, TB and MC volunteered.	INFO
8.12	Father Christmas – BS to speak to David Peak regarding tractor. Possibility of including adults and pets was discussed. It was agreed that donations would be accepted and these would be given to the church.	BS
9.00	Twinning Update	
9.01	Hog and Rock – BS advised the Hog and Rock is cancelled.	INFO

9.02	BS advised Twinning have plans for a Beetle Drive in October and a Med Night in Nov. There are also plans for a possible garden party in September.	INFO
10.00	Any Other Business	
10.01	Proposed Benches – It was agreed we would wait until the hall is renovated before the benches are arranged. Look to have these in place before the Launch night.	INFO
10.02	Window Boxes – The condition of the outside of the hall was discussed. LC agreed to remove the weeds and will speak to Peter Canning to see about getting some window boxes installed on the front wall.	LC
10.03	Key Holders – SM to bring keys returned by Don to the meeting next month.	SM
10.04	RAP – It was agreed a notice would be put in the RAP to invite all villagers to the monthly PCA meeting which will be the 3 rd Monday of every month. CJ to arrange.	CJ
10.05	PCA Noticeboards - SR and BS agreed to take responsibility for the noticeboards.	SR/BS
14.00	Date of Next Meeting	
14.02	Monday 21 st July 2014 at 7:30pm in The Bell	ALL
15.00	Distribution of Minutes	
15.01	Committee Members Parish Council	SR