

Panfield Community Association Meeting

Monday 16th February 2015 at 7:30pm in The Village Hall

Ref		Action
1.00	<p>In Attendance</p> <p>Tony Banks PCA Committee Member Lynne Canning PCA Bookings Clerk Margaret Cockwell PCA Joint Secretary Angie Jamison PCA Committee Member Christine Joyce PCA Treasurer Sarah Reid PCA Joint Secretary Bridget Smith PCA Committee Member Peter Yates PCA Chairperson</p>	INFO
2.00	<p>Apologies for Absences received</p> <p>Lesley Lee PCA Committee Member</p>	INFO
3.00	<p>Extraordinary Meeting</p> <p>CJ addressed the meeting and explained the current situation where the Chairperson; Sonal Mody has resigned. Nominations were requested for the new chairperson. Peter Yates was nominated by CJ and LC, no other nominations were received. Peter Yates was seconded unanimously by SR, TB, BS and MC.</p> <p>It was also agreed that Angie Jamison would be a committee member. Angie was warmly welcomed.</p>	INFO INFO
4.00	<p>Approval of Minutes</p> <p>Minutes from the meeting in January were approved</p>	INFO
4.00	<p>Matters Arising</p> <p>Allotment – SR advised she attended the PPC meeting and was asked if the PCA currently have a need for the allotment as there is a new resident in the village who would very much like it. It was agreed the allotment could be given to the new resident and we would look at this venture again in the future. SR to advise PPC accordingly.</p> <p>Village Questionnaire – CJ confirmed village questionnaire results have been located. CJ also advised a number of the wishes of the village residents have been addressed in the last year.</p> <p>Shed Rental – SR/LC to speak to Sonal Mody to find out when J Everitt has paid from and until. The sum paid was £265.00.</p> <p>Pavilion Changing Rooms – SR to speak to Graham regarding the offer of paint to decorated the changing rooms in the pavilion.</p> <p>External Lights – TB to obtain quotation for repair and fitting of external lights to Village Hall.</p> <p>Hall Renovation – It was agreed that additional quotations would be obtained for the painting of the cupboards and toilets and the boxing in to the lobby.</p> <p>Pictures of Panfield – The meeting complimented the pictures provided by David Cole. Discussion took place regarding annotating the pictures with David's details. SR to progress.</p> <p>Funding – CJ advised she has applied by for funding to enable renovation</p>	SR INFO SR/LC SR TB CJ SR

	works to the kitchen. CJ to advise on progress.	CJ
	Summer Event – BS and TB advised they are attending a meeting with Graham of Panfield FC to discuss a Summer Fete. BS and TB to report on outcome.	BS/TB
	Funding for Play Equipment – The PPC have advised there is some funding available for play equipment. SR to discuss this with Gaynor Barlow.	SR
	Panza – AJ to speak to Chivonne Claydon regarding Kynaston Road.	AJ
	SR to produce flyer to advertise Panza	SR
	PCA Documentation – CJ confirmed SM has dropped files off relating to PCA business.	INFO
	Insurance Query – CJ to speak to insurers regarding query raised by village resident direct with insurer.	CJ
	Computers – SR to speak to Sonal Mody regarding computers.	SR
	Photocopier – SR confirmed the photocopier has been disposed of as agreed.	INFO
6.00	Treasurer's Report Bank Signatories – PY agreed to contact Stuart to organise getting Stuart, Jenny and Christine to the bank to sort out the signatories. PY agreed to be a bank signatory.	PY
	Booking Deposit – LC raised issue of deposit paid via internet banking that needs to be repaid. CJ to confirm if this was received.	CJ
	Utilities Costs – CJ confirmed the cost of gas and electricity is £39 per month.	INFO
7.00	Bookings Report LC reported to the meeting that the bookings have increased. We have 4 extra for February and 5 extra for March on top of regular bookings.	INFO
	It was confirmed the slotted in signs available could be altered and used by the gardening club.	INFO
8.00	Update from Parish Council SR advised she attended the PPC meeting in February.	INFO
	Jean Simmons has asked if cheque number 1594 can be returned. CJ advised this is not possible as the cheque has been lost. SR to advise Jean.	SR
	SR advised the meeting the PPC would like to fix a frame on the wall of the Village Hall to display a footpath map. It was agreed this would be discussed and a decision reached.	ALL
	Next Meeting Monday 9 th March at 7:30pm. SR confirmed she will attend.	SR
9.00	Event Update No events to report.	INFO
10.00	Events for the Year Black Caps Event – LC confirmed she has spoken to the Black Caps. LC will follow this up to ascertain a date and cost for an event.	LC
	Beetle Drive – It was agreed BS would take this event forward.	BS

	Cheese and Wine – The Cheese and Wine event was discussed further. It was suggested we could use Earls Colne Vineyard. CJ to take this event forward.	CJ																																								
	Garage Sale – It was agreed a meeting would be held the week commencing 23 rd March to take this forward.	ALL																																								
	CJ progressing flyer for Garage Sale. Note: It was agreed a list of save the dates would be published on the back of the flyer.	CJ																																								
	Santa Deliveries – List of presents for 2014 required from CJ to give us an idea of numbers and ages for next year. CJ to provide copy passed by Sonal.	CJ																																								
	PY agreed the presents could be stored at his house.	INFO																																								
11.00	Event Planning																																									
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	Community Café – SR to speak to Braintree District Council.	SR																																								
	Pananza																																									
	Pananza was drawn and the winners were as follows:																																									
	<table border="1"> <thead> <tr> <th>Amount</th> <th>Name</th> <th>Address</th> <th>Ticket No.</th> </tr> </thead> <tbody> <tr> <td>£50</td> <td>Juniper</td> <td>Kynaston Road</td> <td>3101</td> </tr> <tr> <td>£20</td> <td>Hutton</td> <td>Kynaston Road</td> <td>3373</td> </tr> <tr> <td>£10</td> <td>Wiltshire</td> <td>Meadow Close</td> <td>3311</td> </tr> <tr> <td>£10</td> <td>Hawkes</td> <td>Meadow Close</td> <td>3827</td> </tr> <tr> <td>£5</td> <td>Andrea</td> <td>Kynaston Road</td> <td>3683</td> </tr> <tr> <td>£5</td> <td>Robert</td> <td>Bell Lane</td> <td>3046</td> </tr> <tr> <td>£5</td> <td>Barney</td> <td>Thistledown</td> <td>2912</td> </tr> <tr> <td>£5</td> <td>Holmes</td> <td>Kynaston Road</td> <td>0434</td> </tr> <tr> <td>£5</td> <td>Lawrence</td> <td>Cold Hall Farm</td> <td>0113</td> </tr> </tbody> </table>	Amount	Name	Address	Ticket No.	£50	Juniper	Kynaston Road	3101	£20	Hutton	Kynaston Road	3373	£10	Wiltshire	Meadow Close	3311	£10	Hawkes	Meadow Close	3827	£5	Andrea	Kynaston Road	3683	£5	Robert	Bell Lane	3046	£5	Barney	Thistledown	2912	£5	Holmes	Kynaston Road	0434	£5	Lawrence	Cold Hall Farm	0113	INFO
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	SR to provide list of winners to Anne Cole for inclusion on the website.	SR																																								
	TB to provide hard copy of winners to Don Rust.	TB																																								
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