

Panfield Community Association Meeting

Monday 26th January 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 Sarah Reid PCA Joint Secretary Bridget Smith PCA Committee Member</p>	INFO
2.00	<p>Apologies for Absences received</p> <p>Christine Joyce PCA Treasurer Lesley Lee PCA Committee Member</p>	INFO
3.00	<p>Approval of Minutes</p> <p>Minutes from meeting in December were approved</p>	INFO
4.00	<p>Matters Arising</p> <p>Allotments – Confirmation required from the PPC that the allotment has been strimmed.</p> <p>Village Questionnaire – Sonal Mody previously confirmed we will be receiving a copy of the questionnaire. This needs to be chased in Sonal's absence.</p> <p>Shed Man – LC advised she still needs details regarding the shed man including up to when he has paid. SR to speak to SM.</p> <p>Panza – CJ is collecting from Ashton Cottages and is trying to arrange to collect monies on a quarterly or annual basis.</p> <p>Changing Rooms – SR to speak to Sonal to find out if she has discussed this with Graham.</p> <p>PPC Meeting – Next PPC Meeting is on the 9th February. SR has agreed to attend.</p> <p>Security Light – TB advised he is not willing to repair security light. SR to obtain a quotation from an electrician. It was agreed another light is required over the double doors.</p> <p>Decoration of Toilet and Doors – TB has provided CJ with a quote for this work. To be discussed at next month's meeting.</p> <p>Pictures – It was confirmed four pictures of Panfield scenery have been purchased. TB to hang these.</p> <p>Kitchen Renovation – The meeting discussed the proposed extension of the kitchen and it was agreed there wasn't the demand to justify this cost at the current time. TB suggested moving the fridge/freezer out of the kitchen and installing a larger cooker and LC suggested a drop down work surface to the hall side of the counter to provide more working space. To be discussed at next month's meeting.</p> <p>Constitution – CJ has advised she has reviewed the Constitution and has confirmed there is no mention of a village fete.</p>	<p>PPC</p> <p>SR</p> <p>SR</p> <p>INFO</p> <p>SR</p> <p>INFO</p> <p>SR</p> <p>ALL</p> <p>TB</p> <p>ALL</p> <p>INFO</p>

5.00	<p>Chairperson LC agreed to call Peter Yeates and invite to the meeting on Monday 16th February.</p> <p>It was agreed an extraordinary meeting would be held at the next monthly meeting to elect a new Chairperson. This will happen at the start of the meeting next month. This extraordinary meeting will be advertised in the RAP and on the village noticeboards. SR to provide slips to include in RAP and posters for noticeboards.</p>	LC SR
6.00	<p>Treasurer's Report No update.</p> <p>LC asked how much was in the bank account as this wasn't detailed on the Treasurer's Report or minutes from last month's AGM. CJ to advise.</p>	INFO CJ
7.00	<p>Bookings Report LC advised a few bookings have been received. One booking for February and three for March.</p> <p>LC suggested including hourly rate on posters and advertising flyers. All agreed this would be a good idea. LC to progress.</p> <p>LC advised the Gardening Club are having a table top sale.</p> <p>LC asked for confirmation we have more than 20 tables and 60 chairs. TB confirmed we do have in excess of these numbers.</p> <p>TB also confirmed the table clothes have been laundered.</p> <p>Private Booking – LC discussed a booking deposit which had been paid into the bank. LC to discuss with CJ.</p>	INFO LC INFO INFO INFO INFO LC
8.00	<p>Update from Parish Council TB advised the PPC had mentioned some funds that were available for village play equipment but that the PCA would have to apply rather than the PPC. SR to speak to Jean Simmons to find out how to apply and what is expected and what our obligations would be regarding inspection or does the PPC look after this?</p> <p>SR advised that Jean Simmons had mentioned that the Football Club are keen to hold an event in the summer. It was agreed a number of the members will meet with Graham and Wayne from The Bell to take this forward.</p>	SR MC/TB and BS
9.00	<p>Event Update Santa Deliveries – Successful event in the end however presents weren't organised as well as they could have been.</p> <p>New Year – Not great numbers but was a good evening enjoyed by all who attended. SR raised the question whether a DJ was required if we held this event again and it was felt this wasn't required.</p>	INFO INFO
10.00	<p>Events for the Year Black Caps Event – LC to speak to the Black Caps to find out how much they would charge us.</p> <p>Themed Italian/Indian Night – not greatly voted for but agreed to leave until the end of the year to see what numbers are like for other events before making a</p>	LC

	final decision.	INFO
	Cheese and Wine – Highly possible event although further investigation required.	INFO
	Community Café – SR to discuss with Chivonne in relation to the monthly coffee morning. SR also to speak to Anne Cole to see if she would be interested in helping out. Opening frequency of the café was discussed and what it might include. SR to speak to Sonal regarding the funding for computers.	SR
	Bingo – It was agreed this may be launched as part of the Community Café.	TB/SR
	Summer Event – TB to arrange a meeting with Graham which TB, MC and BS. It was agreed Wayne from The Bell would be invited so the event could hopefully be arranged on the same day as a beer festival at the pub.	TB
	Garage Sale – IT was agreed a garage sale would be held on Saturday 2 nd May. It was agreed this would include a garage sale, table top sale including cakes and teas and coffees but not a car boot sale. SR agreed to own this event.	SR
	Race Night – The 19 th September was suggested for a Race Night. LC agreed to get involved in this event.	CJ/LC
	Craft Fair – The 21 st November was suggested for a Christmas themed Craft Fair. SR happy to take this forward.	SR
	Vintage Villagers Lunch – It was agreed this event would be held on the 3 rd December this year. CJ will hopefully take this event forward.	CJ
	Santa Deliveries – SR agreed to buy [presents. LC and TB agreed to be involved and look at the overall organisation. LC advised Brian's wife would also like to be involved.	LC/TB
	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
	Storage of Presents was discussed and TB suggested the cupboard in the hall where there is a defunct photocopier. Sr to arrange disposal of the same.	SR
	New Year Party – It was agreed another New Event would be held this year.	INFO
11.00	Event Planning Community Café – SR to take this event forward.	SR
	Pananza	
	Ashton Cottages - It was confirmed CJ will collect the Pananza monies from Ashton Cottages in the interim until another collector can be sourced.	INFO
	Thistledown – TB confirmed he is happy to continue to collect Thistledown monies for Pananza.	INFO
	Kynaston – SR advised Chivonne no longer wants to collect Kynaston however will continue until a new collector is sourced. It was suggested Anne Cole or LL may wish to help. LL to confirm.	LL
	SR to contact Jean Simmons to ask for us to be advised when new residents move into the village.	SR

The meeting was advised CJ has arranged for someone to keep the Facebook page updated and the Pananza winners published on Facebook.

INFO

It was agreed flyers would be produced to advertise Pananza.

SR

The meeting was advised CJ is attending a meeting with Don Rust on Friday to discuss Pananza. TB agreed to attend. TB to contact CJ to find out time.

TB

Pananza was drawn and the winners were as follows:

Amount	Name	Address	Ticket No.
£50	Dixon	Meadow Close	1890
£20	Smith	Meadow Close	3830
£10	Wilkinson	St Mary's Close	3582
£10	McEwan	Kynaston Road	1280
£5	Garnetts	Meadow Close	3670
£5	Cousins	Ketleys View	2017
£5	Godbold	Kynaston Road	3709
£5	Mason	Queens Gardens	0639
£5	Rust	Meadow Close	3153

INFO

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

12.00

Any Other Business

SR to contact Sonal regarding PCA paperwork..

SR

SR to find out who is distributing RAP

SR

14.00

Next meeting date

Monday 16th February 2015 @7:30pm in the Village Hall.

ALL