

Panfield Community Association Meeting

Monday 28th September 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 Chairman</p>	INFO
2.00	<p>Apologies for Absences received</p> <p>Lesley Lee PCA Committee Member William Saward PPC Chairman</p>	INFO
3.00	<p>Approval of Minutes</p> <p>Minutes from the last meeting in July were approved</p>	INFO
4.00	<p>Actions from Previous Meeting</p> <p>Bank Account – CJ advised she has the paperwork to change both accounts to Barclays. PY and CJ to sign. It was agreed LC would be added to the account once it is set up. CJ to Progress.</p> <p>Gardening Club Contact – PY to obtain contact details for Gardening Club so these can be added to the RAP.</p> <p>Patchwork – LC advised she has spoken to Patchwork and they have confirmed they do not want an ad in the RAP.</p> <p>Hall Hire Contract – It was agreed this will be delayed until LC is added to the bank account as deposits will be able to be collected via internet banking.</p> <p>Hall Hire Info – PY to advertise hall rates in the RAP.</p> <p>Land Lease/Purchase – PY has contacted land owner however the land is owned by four parties so they will be consulted but PY was positive it wasn't an absolute no. PY to update meeting on progress.</p> <p>Bottle Bank – PY advised the meeting this has been delayed until a new landlord is in place in The Bell. PY to update meeting on progress.</p> <p>Gift for Sarah Reid – SR thanked the committee for the very kind gift on the arrival of Andrew. She advised the money has been put into a bank account for Andrew.</p>	CJ PY INFO LC PY PY
5.00	<p>Treasurer's Report</p> <p>£5,033.82 in current account £13,000 in savings account</p> <p>Income of £330 from Black Caps.</p> <p>September monies to be banked.</p> <p>Expenditure of £580 was agreed for a new range style cooker. This will</p>	INFO INFO CJ

	include the installation and a gas safety check on the boiler. CJ to progress.	CJ
	TB agreed to be at the hall to accept delivery of the new cooker.	TB
	The position of the fridge was discussed. It was agreed a separate meeting would be held to discuss this and bring the findings to a later meeting. SR to progress including a scale drawing.	SR
	The fire exit from the kitchen was discussed. SR advised she would look at whether this needed to be retained.	SR
	Electricity Meter – CJ advised the electricity meter has to be changed. CJ to arrange date, TB agreed to attend.	CJ/TB
	PY handed over takings of £189.50 from fete. CJ to bank.	CJ
	CJ advised the membership to RCC has been renewed together with the PRS for Music Licence.	INFO
	RAP Invoice for Church – CJ to email invoice for the church to MC.	CJ/MC
6.00	Bookings Report	
	Income from Jul/Aug/Sep Bookings £824	INFO
	Income was passed to CJ for banking.	CJ
	2016 Booking - LC advised she is already receiving bookings for 2016!	INFO
	Hand towels for the toilets were discussed. CJ to source paper handtowels and dispenser.	CJ
	LC advised she only wants to do booking from now on however will be involved in Christmas Eve Deliveries.	INFO
7.00	Update from Parish Council	
	No update.	INFO
8.00	Event Update and Planning	
	BS advised the Twinning are holding a beetle drive on the 21 st November.	INFO
	Community Café – it was agreed to aim for a Spring 2016 launch. SR to progress.	SR
	Race Night – 24 th October. CJ and SR on tote.	INFO
	SR advised Race Night Flyers are needed by the 1 st October so they can be added to the delivery of the RAPs.	CJ
	LC to drop signs off at PY so he can update them for the Race Night.	LC/PY
	Vintage Villagers –CJ advised a number of her staff will help on the day as previous years however more waiting staff will be required. AJ expressed an interest in helping.	INFO
	As many to attend to help peeling. LC to speak to Black Caps to make sure they don't mind us peeling while they practice.	LC
	Father Christmas Deliveries – It was agreed the presents will be wrapped on the 12 th December. Bring nibbles and drinks ready to start at 12 noon.	ALL

	PY advised Brian has confirmed he will be Santa.	INFO																																								
	A request has been received to include Coldhams Cottage.	LC																																								
	New Year's Eve – It was agreed to cancel the New Year's Party.	INFO																																								
	AGM – it agreed the AGM will be held at the January Meeting on the 18 th January.	ALL																																								
	Panfield Fireworks – The Fireworks Display was discussed in view of Wayne and Gill leaving The Bell. It was agreed more information would be required before any decision could be made. PY to speak to Keith.	PY																																								
9.00	Funding No update.	INFO																																								
10.00	Panza PY advised he has a letter from Don in relation to Shalford Road collections. CJ advised she has this and will pass the information required to Don.	CJ																																								
	The Pananza was drawn for June:																																									
	<table border="1"> <thead> <tr> <th>Prize</th> <th>Name</th> <th>Address</th> <th>Ticket Ref</th> </tr> </thead> <tbody> <tr> <td>£50</td> <td>Peak</td> <td>TheRecton</td> <td>3641</td> </tr> <tr> <td>£20</td> <td>Breeze</td> <td>Kynaston</td> <td>3650</td> </tr> <tr> <td>£10</td> <td>Fisk</td> <td>Thistledown</td> <td>3688</td> </tr> <tr> <td>£10</td> <td>Garrick</td> <td>Hall Road</td> <td>3286</td> </tr> <tr> <td>£5</td> <td>Lambert</td> <td>Queens Gdns</td> <td>3370</td> </tr> <tr> <td>£5</td> <td>Michele</td> <td>Kynaston</td> <td>3643</td> </tr> <tr> <td>£5</td> <td>Stubbs</td> <td>Church End</td> <td>0700</td> </tr> <tr> <td>£5</td> <td>Farmer</td> <td>Kynaston</td> <td>3052</td> </tr> <tr> <td>£5</td> <td>Wilkinson</td> <td>St Mary's</td> <td>3584</td> </tr> </tbody> </table>	Prize	Name	Address	Ticket Ref	£50	Peak	TheRecton	3641	£20	Breeze	Kynaston	3650	£10	Fisk	Thistledown	3688	£10	Garrick	Hall Road	3286	£5	Lambert	Queens Gdns	3370	£5	Michele	Kynaston	3643	£5	Stubbs	Church End	0700	£5	Farmer	Kynaston	3052	£5	Wilkinson	St Mary's	3584	INFO
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	TB to pass information to Don.	TB																																								
11.00	Any Other Business Guttering – LC/TB to arrange cleaning and replacement cages to downpipes.	LC/TB																																								
	Vandalism – The vandalism to the new external lights was discussed. BS advised she has informed Neighbourhood Watch. The vandalism to the pub flagpole was also discussed.	INFO																																								
	TB to speak to Electrician to obtain an installation Certificate for the new lighting.	TB																																								
	BS advised she will be in Spain next month and therefore will not be able to attend the meeting next month.	INFO																																								
	Jean Simmons has advised Christine who resides at No. 11 Queens Gardens are interested in being involved with the committee. SR to contact Christine.	SR																																								
12.00	Next meeting date Monday 19 th October 2015 @7:30pm in the Village Hall.	ALL																																								