

PAKENHAM VILLAGE HALL AND PLAYING FIELD ASSOCIATION

Registered Charity No: 1081815

Supported by the Community Fund; Countryside Agency; Help the Aged;
St Edmundsbury and Suffolk Councils

MINUTES OF MEETING HELD ON 11th November 2013 IN PAKENHAM PAVILION

1. Members in Attendance:

Roger Harnor	Chairman
Barbara Whitford	Treasurer & Booking Secretary
Chris Burn Murdoch	Trustee (Church Rep Deputy)
Paul Shackleton	Co-opted
Jim Burrows	Trustee
Diane Lloyd	Co-opted (Players Rep)
Caroline Dawkins	Trustee (Toddlers Rep)
Phil Smith	Trustee

Four members of the public in attendance.

Non Attendance:

Gill Parry
Karl Scott

2. Apologies:

Richard Gay
Ruth French
Helen Cain, Julie Jones

3. Matters arising and approval of previous minutes (23rd Sep)

- CS reported that 8 trustees and 4 co-optees maximum needed on committee
- Bottle site organisation still ongoing
- Pakenham charities still need to be contacted by RH
- Separate account for repairs to be looked into. CS says previous account closed. RH to investigate setting up separate account.
- 24 new plates have been delivered.
- BW reported that no-one has objected to new booking forms
- Playground clean up organisation ongoing.
- Fundraising idea about Harvest supper in hall to be amended.
- RH has updated village hall website via Paul, including adverts for events, minutes, and links with village face book page. Paul Harris will add info when asked.
- Holly Weaver has village diary up and running. Events can be added.
- Minutes approved and signed.

4. Public written questions for discussion

Agenda was advertised 2 weeks ago; however no written questions have been received.

5. Chairman's report:

- RH was notified about mess (including alcohol bottles, cans and broken glass) around pavilion and play area. JB and RH cleared up helped by Jane a regular user of the playing field. We are informed that it was not teenagers from the village. Informing the police about recent disturbances was suggested, with the hope that they will increase checks/patrols. RH has reported incident and has been given a crime number for it, and was reassured that patrols will increase.

- Kitchen Hot cupboard – to be hired. Has been ordered and paid for by the Village Hall.
- RH suggested we offer a bar for pensioners' lunch. RH will email Andrea and Max.
- Water source/route for pavilion should be noted for future committees. Comes from Manor Garth.

6. Treasurer's report:

BW reports £13677.77 current account

100 club £3020

£120 worth of cheques that have been drawn and not presented yet

£71.76 petty cash

£13000ish in the Coif account

BW has also calculated that hot cupboard would need to be used once every month to be worth the purchase cost. Hiring instead is suggested. CS has offered his hostess trolleys/plate warmer which Andrea has used before. This may not be big enough.

CS says that profit from 100 club could be transferred into current account. 50% is profit for fundraising.

7. Booking secretary report:

BW. Hall bookings have been "going fine", with the exception of Tuesday night bookings.

Social group are one of the largest users of the hall. £40 rate + £2 insurance. RH will invite someone from the group to become a representative on the village hall committee.

8. Correspondence

- Holly Weaver has written to report the successful start of the village diary.
- Cherry Bonham has emailed BW on 5th November after a meeting with RH and BW. Emailed shared with committee. RH shared a letter to be sent to CB, stating that the hall will not be available for her to use in 2014, and the arrangement with the hall will terminate on 31st December 2013. £198 still owed, plus October invoice.

9. Pakenham Open Gardens update

Letters and invitations delivered to previous participants. Number of interested gardens is growing. Things going to plan.

10. Repairs and maintenance

a) **Hall**; Still a need for decoration of hall walls.

b) **Pavilion** Bowls club has now ceased to be and will not be resurrected. Car park side of hedge cut by 'Catch 22'. Restaining of outside of pavilion is ongoing.

c) **Play area** clean up of equipment still needed, RH suggested involving local small users and parents.

11. Fundraising

Still needed to cover the costs of Village Hall upkeep – new ideas welcomed.

12. Village Organisation Reports

None submitted

'Toddlers are doing well at the moment'.

13. AOB

- CS asked if the village Flower and Produce show can be an annual event. Jill will be contacted by RH to find out. Date will need to be decided. CS mentioned that 5th July is the date for the Church field play.
- Hedge cutting organised and paid for by the Parish Council. RH to contact Derek Dorling. David Throver mows the playing field. Hedge Edges? CS suggested Richard Brown to swipe the edges with a tractor. Problems caused by dumping. Also brambles and nettles encroaching. M & TJs look after play area.
- CS reminds us to be vigilant re. travellers looking for sites.
- DL enquired about stage for Panto rehearsals, with need for scenery to be fixed in place and painted. Staging to be changed to accommodate this after New Year. It will need to be in place

for 8 weeks. It is felt that this shouldn't be a problem for other users, e.g. bands. Max Wheeler to liaise with RH.

- Jacinta outlined her ideas for a Pakenham Fringe festival to be held 16th -25th May 2014 in conjunction with the Bury Festival. Allsorts of interesting ideas that will involve the village community. Funding is being sought.
- Public Open Meeting for the Fringe is being held on Sunday 17th Nov in the village hall – all welcome to attend.

Date & Time of Next Meeting: Tuesday 14th Jan 2014. 7.30 at the Pavilion

Thanks goes to Caroline for these well written minutes. Done at such short notice. Excellent.