

**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.

Chairman Richard Gay.

Secretary Mary S Kirby.

**MINUTES OF THE MEETING HELD ON AUGIUST 6TH 2012. AT 7.30PM IN
THE PAKENHAM SPORTS PAVILION.**

Apologies. Caroline Dawkins, Christopher Spicer.

Members present.

Richard Gay	RG	Chairman.
Roger Harnor	RH	Vice Chairman.
Mary Kirby	MK	Secretary.
Julie Jones	JJ	W.I. Rep.
Karl Scott	KS	Trustee
Barbara Whitford.	BW	Booking Secretary.
Jim Burrows	JB	Bowls representative.
Phil Smith	PS	Treasurer.
Jane Thickett	JT	Committee member.

1. Approval and signing of minutes from 28th May 2012.
2. Treasurers report
PS reported that the financial statements for 2011 had now been approved and signed off.
He distributed the last month's figures to members. See attached.
The query on the method of payment of the electricity bill is to be sorted by RG.
BW reported she had three outstanding hall rental payments one from C. Bonham from March and two from the kids dance organisation
3. Booking Secretary's Report
BW said all aspects of bookings were going extremely well. A new Sunday Bridge Class had booked until 2013 and paid in advance.
The Partially Sighted Thursday Group had complained that their booked session time was being cut short to 4pm by WI members setting up for their evening meeting. BW reported that as the group had paid for a four hour session they were entitled to retain the hall uninterrupted until 5pm.

4. Fund Raising Reports.

MK reported that Flicks had their best ever attendance figures for 21st July. The next Flicks is September 1st with a birthday matinee and a showing of Chariots of Fire in evening.

RG suggested a Race Night, this was put on hold until 2013 due to the W.I.'s Race Night in September.

The Village Hall quiz night will be either 20th or 13th October.

RH's Wine Tasting evening 10th November.

RG to decide whether to run 2013 Gardens Open by the next meeting.

JT suggested advertising pavilion events eg. parties etc by posters in the area.

RG then introduced Gill Parry who had joined the meeting to suggest A Fruit, Veg. and Flower Show for August 2013 in memory of Mr Munford. The committee whole heartedly approved the idea . Jill was asked to investigate and draft a flyer by the next meeting. MK to retrieve the village trophies from the W.I. cupboard to use for the event.

5. Correspondence.

RG read out his very limited correspondence including a letter from CS requesting a payment of £35.00 be paid to the Church News for advertising the hall facilities, the committee agreed the payment.

It was also agreed that RG pay the performing arts and rubbish collection invoices.

6. Repairs and Maintenance.

a. Hall

RH has now taken over all maintenance aspects from CS .He felt the hall floor needed attention due to wear and tear, the committee approved he investigate.

MK reported that an estimate for 2 new rear speakers had been requested, the committee approved.

RG, RH and Pete to investigate the drainage and ditch problem at the rear of the hall.

JJ requested the stage frill be attached by a new method to improve appearance. Suggestions were made but as the stage was being continually moved no conclusion was reached.

b. Play Area.

RG reported an increase in dog fouling. This was thought to be partially caused by the overgrown surrounding public footpaths RH to investigate.

c. Pavilion.

Jim reported all was going well with the Bowls season. MK read an email from Ann Harvey suggesting a new pavilion with more amenities. The committee decided the idea would not be possible due to road access limitations.

7. Organisation Reports
JJ reported that the W.I. was going well. They requested a new lock for their hall cupboard door to prevent unauthorised access. The only outside WI key holders are MK and RG (both approved by the W.I.) It was thought an unnecessary expense. The Village Hall committee would always be required to hold a key.
8. RH and MK reported on their findings for a permanent alcohol license. It was approved for RH to go ahead and apply.
- 9 The proposed BAR-B-Q day planned for August will be delayed until 2013.
- 10 Committee meeting format had been resolved.
11. A.O B.
MK requested the bunting .Confirmation on who displays the minutes and agenda on the VH web site. MK informed the committee the hall lapel microphone was now in her possession.

The chairman closed the meeting at 9.42pm and thanked all the members for attending.

THE NEXT MEETING IS ON 1ST OCTOBER AT 7.45PM IN PAKENHAM VILLAGE HALL.