

***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 NOVEMBER 26TH AT 7.45PM IN  
PAKENHAM VILLAGE HALL.**

Members present.

Richard Gay	RG	Chairman.
Mary Kirby	MK	Secretary.
.Karl Scott	KS	Trustee
Christopher Spicer	CS	Trustee
Jim Burrows	JB	Bowls Club Rep.
Barbara Whitford	BW	Booking Secretary.
Paul Shackleton	PS	Trustee.

Also present Peter Critchley

The chairman RG announced he would remain as chairman until the March AGM.

1. Apologies.  
Julie Jones ( MK. tendered Julie's resignation ), Caroline Dawkins  
and Diane Lloyd,
- 2 Approval and signing of minutes from 1<sup>st</sup> October 2012.
3. Treasurers report  
PS absent. RG voiced his concern over the lack of contact and no cheque book  
availability.
4. Booking Secretary.  
BW reported all bookings were going well. Outstanding payments due were being  
investigated.
5. Correspondence  
Lack of Accounts for 2011 to The Charity Commission..
6. Repairs and Maintenance.

- a) The Hall  
The WI Cupboard re structure is complete. The lockable kitchen cupboard is work in progress. MK suggested a wanted board for hirers in the kitchen. RH had produced a book instead for this process. The kitchen is fully equipped with good cleaning products and a bottle opener.  
The outside storage planning and purchase procedure is ongoing. JB to consult the Mangnalls on the Water Authority flood issue The CC grant needs to be used by February 2013.  
MK to consult Marcus regarding a cheaper speaker estimate.  
RH still investigating the hall floor resurface plan.  
PAT testing is complete but involved the purchase of a new hoover.  
RG has employed a new heating maintenance firm.  
The stage will be reduced in size when not used by PPs when new storage are available.  
RG requires a key to The Monday Club cupboard.
- b) The Pavilion.  
JB reported the bowls season had gone extremely well. A large globe bulb had been stolen from the pavilion !!! The Caravan Rally was booked for 19-21 April 2013.
- c) The Play Area.  
Renovation work to wait until spring.

- 7. Peter Critchley reported for The Pakenham Players that all was well.
- 8. Alcohol License .  
RH reported the application process for a variable alcohol license was ongoing it would be complete early next year. The advertising part of the application will await the birth of the new Pakenham Newsletter in February to save the cost of media advertising.
- 9 . The Frank Munford Memorial Vegetable and Produce Show.  
Gill Parry was absent. RG produced the flyers which will be distributed with the new Pakenham Newsletter in February. MK had offered to be co-organiser with Gill, but this would not be necessary as the entire committee were happy to organise the entire event
- 10. The Wine Tasting raised £125.07 RH was thanked for all his hard work organising the event.  
Flicks in the Sticks is on December 1<sup>st</sup>.MK reported more help was needed,

. her license application had been rejected therefore limiting the much needed revenue.  
An Open Gardens organiser appeal needed.

11.. Christmas Decorations 2012.  
RG to organise.

12. A.O.B.  
Peter Critchley requested the purchase of hall chairs to replace the shed stock.  
This would be considered in 2013.

The next meeting will be held in Pakenham Sports Pavilion on 21<sup>st</sup> January 2013  
at 7.30pm.