



PAKENHAM VILLAGE HALL AND PLAYING FIELD ASSOCIATION

MINUTES OF MEETING: MONDAY 27TH FEBRUARY 2023

HELD AT THE PAVILLION

Present:

Karl Scott
Barbara Whitford
Richard Mayhew
Karen Norton
Paul Harris
Cedric Palfrey

Apologies:

Diane Lloyd
Kathy Freer
Phil Smith

WELCOME AND INTRODUCTIONS

The meeting was opened by Karl at 19:35

MATTERS ARISING AND APPROVAL OF PREVIOUS MINUTES 16TH JANUARY 2023

Ongoing issues are covered in the main body of the minutes below.

Minutes for 26th January approved and signed with amendment to grant information supplied by Paul.

PUBLIC WRITTEN QUESTIONS AND CORRESPONDENCE FOR COMMITTEE DISCUSSION

No public questions have been raised this month.

TREASURER'S REPORT -

Barbara provided the following update.

Closing Balances as of 27th February 2023

COIF*	£ 4550.80
*Project 1 Children's Play area	£ 50000.00
*Project 2 New Pavilion	£ 35000.00
Current Account	£ 17279.33
100 Club	£ 2505.00
Petty Cash	£ 266.03

TOTAL

£ 109601.16

Barbara will move £10,000 into COIF of which £3500 will be allocated to the play area project as this is grant money we have received.

All the annual accounts have been passed to Christopher Spicer for audit. These will be reviewed at the AGM.

All regular users have been advised of the price increase to hall hire which come into effect 1st April 2023. New prices are displayed in the hall, in the PO and on our website.

Donation from the Saturday Café has been received for the past 2 months - £122.00 in January and £88.00 in February

BOOKING SECRETARY'S REPORT

Nothing to report this month.

REPAIRS AND MAINTENANCE

Village Hall

Broadband for the Village Hall has now been arranged and installation will be on or before the 14th March 2023. Service to be provided by BT – Cost of £31.00 per month.

New electric charges will come into effect from 17th March 2023. Unit price increases from 15p to 40p which is a significant jump. This is on a 2-year fixed deal. The alternative to move to flexible unit cost would have been around 60p per unit

Concerns raised that users of the hall need to be more mindful of turning out lights when not needed and also doors to be kept closed so as not to lose heat. One of the issues is that the side fire door is used as an entrance as well , and people pin the outside door open. Paul will arrange a sign to go up on the door to stop this practice. **AP Paul**

Caster on the large table trolley, has a flat spot, which makes it difficult to move. Karl will take a look **AP Karl**

Paul advised that at the moment we are unable to get a grant for Solar Panels at the Village Hall. However we need to keep all information up to date and to hand so that we can apply again in the future especially need to consider a new heating system

Pavilion and Playing Field

Paul advised that the Poo bin at the playing field has gone missing. As this has been broken for some time now, it is hoped that it is being repaired / replaced. To see if this materialises shortly if not to follow up.

The clothing bin was recently full which resulted in people leaving clothes on the floor outside of the bin. Paul did chase up getting this emptied with St Nicolas Hospice, and they did respond with 24 hours so all good again now.

NEW PLAY AREA PROJECT

- We are £26.5K short of our target of £90K
- Paul continues to seek out grants with an application being accepted by Grantscape who are acting for the Mick George Foundation - A decision will be made in Mid April 2023
- No funding available from BIFFA (waste disposal people) as hoped for due to a change in their funding eligibility
- Some more ideas raised with Paul at the meeting as to where to possibly apply for funding.

FUND RAISING EVENTS

Both Richard and Barbara think that Tash (who does some of the pub quizzes) would be up for being quizmaster for Village Quiz a couple of times a year. We are too late for March but everyone thought April would be good. Richard / Barbara will advise. **AP Richard / Barbara**

Tentative dates for quiz 15th or 22nd April

VILLAGE ORGANISATION REPORTS

None this month

ANY OTHER BUSINESS

Nothing raised.

DATES OF FUTURE MEETINGS

The next meeting will be the AGM followed by committee meeting.

To be held on Monday 3rd April at the Village Hall starting at 19:00

The meeting closed at 20.50.

ACTION SUMMARY FROM THIS MEETING

Meeting Date	Action	Action Detail	Owner
27-Feb-23	1	Notice for Fire Door to keep shut	Paul
27-Feb-23	2	Look at caster on table trolley	Karl
27-Feb-23	3	See if Tash will run Village Quiz	Richard / Barbara

OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

Meeting Date	Action	Action Detail	Owner	Action Update	Status
09-Jan-17	5	Produce User Guide for Stereo system	Phil (PS)	To include new CD player - Phil has made a start - Lisa may take a look at this to get action completed - 21/10/19 - Phil has produced a draft which he will copy out to everyone . Kathy will get the PYP's group to test it out from an end user perspective. Phil to copy out (4/7/22) - Phil has sent this onto everyone - to be reviewed (15/8/22) - Phil to recopy out (16/1/23)	Ongoing
20-May-21	8	VOCA Choir - Karen to check with Rosemary to see if they would like to run another event	Karen	Possibly look at new hirers - Ixworth Ladies choir? Karen has spoken to Rosemary - it appears there are different people running VOCA choir now but may be possible to have an event? - Karen will also speak to Beryl / Gill S to see if there is a possibility of Ixworth Choir doing an event	Ongoing
10-Jan-22	6	Proposal for provision and use of digital notice board for Village Hall	Kathy	Agreed in Principle - just need further information	Ongoing
11-Apr-22	8	Car Parking to be re-surfaced	Karl	new action item opened - previous one closed	Outstanding
26-Sep-22	3	Organise Free Energy Audit on Village Hall by Green Energy	Paul	Awaiting contact . Paul needs 12 months' worth of electricity bills - Barbara to provide . Paul pursuing	Ongoing
07-Nov-22	2	To complete information on VH association for Barclays bank	Karl	Started but needed for all accounts	Ongoing
07-Nov-22	3	Check out Wine Tasting events - possible fund raiser	Phil	Person who ran these previously has now retired - Phil will look to see if there are any other viable options	Ongoing
16-Jan-23	2	Contact Service Provider to get Broadband installed	Karl	Due to be installed on 14th March	Ongoing
16-Jan-23	4	New Bracket on Guttering at Village Hall	Karl		Outstanding
16-Jan-23	6	See if grants available to replace goal posts / shed at playing field and seating	Paul		Ongoing