

**Parwich Memorial Hall Management Committee Meeting**  
**8.00pm – 9.30pm 8<sup>th</sup> Sept 2005**  
**Memorial Hall**  
**Minutes**

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**1. Present**

Arnold Chadfield, Sandra Chadfield, Betty Fentem, John Fuller-Sessions  
Mike Gerard-Pearse, Janet Gosling, Amanda Johnson, Val Kirkham, Ed  
Linnell, Paula Lynam, Peter Trehwitt, Bill Whitfield

**2. Apologies**

Jane Harris, Janet Bainbridge, Stuart Chambers, Pauline Laycock, Denis  
Laycock, Amanda Noble, Val Stevenson

**3. Minutes of previous meetings**

a) Minutes were signed off

**4. Matters arising**

None

**5. Day to day running of the Hall**

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i. Entertainments' Licence.

Eileen Tierney, the Licensing Manager from Derbyshire Dales District  
Council attended the meeting to update the committee on the new  
regulations coming into force on November 24<sup>th</sup> 2005. The current  
Public Entertainments' Licence needs to be replaced by a Premises  
Licence due to the Licensing Act of 2003.

The following actions were agreed to ensure the Hall can be used for all  
current and future functions:

- To fill in the new form applying for a Regulated Licence (which  
allows for all activity except the sale of alcohol) This form to  
include any projected needs which may fall outside of normal  
usage, eg Wakes Week, Pantomime. This application also needs  
to include other details not previously requested eg plan and  
elevations of the present Hall (Eileen was happy with the plans on  
file that we already have). This licence is free.
- Temporary Event notices at £21 need to be applied for, for any  
event requiring the sale of alcohol. This application is to be  
organised by the Booking Secretary and held (and paid for) by the  
person responsible for the event. A request is to be made to Helen  
Lidgett for specific booking forms that she may have devised for  
events.
- To appoint a designated Premises Supervisor.
- For the new Licence application to be advertised 28 days in  
advance in the Parish Magazine and on the local notice boards.

EL/  
SChadfield

AJ

ALL

AJ/EL

ii. Travelling Cinema

Dates have been booked as 4<sup>th</sup> November, 16<sup>th</sup> December, 6<sup>th</sup> Jan 2006,  
3<sup>rd</sup> Feb 2006, 3<sup>rd</sup> March 2006. These are to be confirmed in writing.

Peter Trehwitt and Arnold Chadfield to attend training at the end of the month as the equipment was not available for the first date arranged. Martin Compton has agreed to join the organising sub group who have set a date to agree the films and to take forward the planning (Friday 16<sup>th</sup> Sept). The Historical Society, Horticultural Society and the Memorial Hall Committee agreed to sponsor the first 3 events.

**PT/MC/  
DL/PLK  
/BW/AC**

iii. *Finance update*

The current balance is very healthy (see sheet 8.9.05). The total reserves include the funding raised to support the new build. The treasurer shared that approx £2000 is made per year from Hall rental.

iv. *Bookings update*

The Bookings' Secretary reported that August was quiet but that the Sept/Oct computer courses were full and there has been a request for more sessions.

v. *Health and Safety*

The WI requested the following:

The purchase of more teaspoons. This was agreed

The progress of the purchase of a new water heater. Bill Whitfield requested that he be contacted to give an update as previously requested.

The repair of the socket next to the cooker. Arnold Chadfield offered to mend this.

Attention to the squeaky pipes leading from the taps. Two committee members offered to check this out, though it was agreed that this was a common fault that may not be able to be cured.

**P Lk**

**P Lk**

**AC**

Regarding the light in the entrance hall, Arnold Chadfield offered to chase the company who haven't replaced the fitting correctly.

## **7. Building the Future**

- Val Kirkham and Lynette Coyne have arranged to meet John Davies from the Peak Park to show him the original new build plans, in order to form a partnership and to gain a view about the needs of redrafted plans. This information can then be passed onto Julian Marsh for new plans to be drawn up.
- Some new members were proposed for the Design and Planning Group as some previous members had resigned. The Group will now be: Val Kirkham, Lynette Coyne, Chris Elton, Christine Duffell, Nia Linnell. This was unanimously agreed by the committee.

**VK/LC**

## **8. AOB**

- Quiz – Janet suggested that the committee sponsor and attend one quiz, and provide prizes. The proceeds would be for Memorial Hall funds. The following offers were made for a quiz run by Mick Partridge

on 29<sup>th</sup> Sept at 8.30pm.

- Paula Lynam – a team
- Mike Gerard-Pearse – a team (to include Stuart Chambers) and a prize
- Ed Linnell – a team
- Amanda Johnson – a team and a prize
- Val Kirkham – a prize
- John Fuller-Sessions – a prize

*(please ensure your prizes are with Janet Gosling by the night of the quiz if you cannot attend)*

**Date of next meeting  
Tuesday 18<sup>th</sup> October 8.00 – 9.30pm  
The Memorial Hall  
(Apologies from Bill Whitfield)**