

Parwich Memorial Hall Management Committee Meeting
8.00pm – 9.30pm 3rd April 2006
Memorial Hall
Minutes

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1. Present

Sandra Chadfield, Arnold Chadfield Jane Harris, Mike Gerard-Pearse, Janet Gosling, Amanda Johnson, Denis Laycock, Pauline Laycock Ed Linnell, , Paula Lynam, Peter Trewhitt, Bill Whitfield

2. Apologies

Janet Bainbridge, Stuart Chambers, Betty Fentem, John Fuller-Sessions, Val Kirkham, Nia Linnell, Roger Mallard, Sue Mavin

3. Minutes of previous meetings

a) Minutes were signed off from meeting on 7th March and from the AGM on the 21st March.

4. Matters arising

- Peter Trewhitt asked the committee how much information they wanted before the Awards for All bid for projector equipment was submitted. If this bid was successful it would mean that the Memorial Hall would own the equipment. Peter Trewhitt was also asked to check with Stuart Chambers if we were liable for VAT. PT
- It was suggested that the bid could be approx £8000
- The Treasurer shared that there was another pot of money for 'Building Communities' with no £10,000 ceiling and therefore it may be worth considering a larger bid so that the under £10,000 grants could be accessed for other projects of smaller amounts. (Once accessed further Awards for All bids will not be accepted for two years.) Peter Trewhitt said he would check this out and bring the completed bid to the next meeting. PT
- Arnold Chadfield shared that with our own equipment costs for a single showing next year may be around £100. He also suggested 10 films were shown across the year. The group were also keen to set up a film club but would need some more volunteers for the sub group. EL
- The tea urn is now in use
- The Treasurer is working on new costing proposals for block bookings.
- The letter discussed at the last meeting has been forwarded to the Parish Council who meet later this week

5. Election of Officers

All officers were willing to stand again. Jane Harris proposed that the committee agreed to vote all 5 officers in on block, Paula Lynam seconded this. The committee agreed unanimously.

5. Day to Day Running

- *Finance Update* – none

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- *Bookings update* – none
- *Health and Safety Issues* – none
- The Entertainment Licence has still not arrived

7. Building the Future

- The Treasurer and Secretary shared that the meeting at Hulland Ward Hall was useful. The Regional Development Officer for the Big Lottery Fund, James Kirkpatrick was reassuring about the progress of the new build project to date. He said that the criteria for the bids had still not been published (due August 06) but from his limited information to date Parwich had a reasonable chance of securing some funding. Brian Beasley also attended this meeting and offered to keep an eye out for this via an e.mail alert on behalf of the Funding Group. It was clear that funding would not be granted if there was not enough other funding to finish the project. It was not clear whether this meant matched funding and this needs to be clarified.
- The Design and Planning Group are waiting for a response from a group called ProHelp. This group advertise as covering legal costs and other professional fees for Charity projects. The Deed of Easement may have to be drawn up by their solicitors if they cover these costs so this process has been put on hold until the criteria are clear.
- Peter Trehwitt shared that in the Village Action Group update Janice Wigley is recorded as the Action Group representative on the progress Group for the Project

BB

BB

**D and P
Grp**

8. AOB

- The secretary shared a management toolkit that had been given out at the Hulland Ward Away Day. It contains useful information and a directory of sources of information about general and specific issues to do with Village Halls.
- A current Village Hall newsletter also heralded the introduction of new fire regulations. The Secretary offered to keep let the committee know when further information was available.
- Denis and Pauline Laycock said that they would not be doing the advertising for the film nights after Friday the 7th April (The Constant Gardener).Thanks were offered for their help to date.
- Peter Trehwitt shared that The History Society are looking to book the Hall for between 20/30 days in July/August if their Awards for All bid for a local walks and associated Art Project, was successful.

AJ

**Date of next meeting
Tuesday 16th May 2006 8.00 – 9.30pm
The Memorial Hall**