

**Parwich Memorial Hall Management Committee Meeting**  
**8.00pm – 9.30pm 15<sup>th</sup> August 2007**  
**The Sycamore**  
**Minutes**

**Present**

Janet Bainbridge, Betty Fentem, Janet Gosling, Mike Gerard-Pearse, Amanda Johnson, Val Kirkham

**1. Apologies**

Kerry Allsopp, Jo Botham, Sandra Chadfield, Arnold Chadfield, Stuart Chambers, Christine Duffell, John Fuller-Sessions, Jane Harris, Denis Laycock, Pauline Laycock., Ed Linnell, Di Turnbull, Bill Whitfield

**2. Minutes of previous meetings**

a) Minutes were signed off from the meeting on 26th June 2007.

**3. Matters arising**

None

**4. Signing of the minute book**

This was signed by those present. The Secretary to represent this at meetings until all representatives have signed for this year.

**5. Day to Day Running**

*Health and Safety Policy* – Committee members shared that there appeared to be no issues over implementation of the smoke free policy so far. It was confirmed that Jane Harris would empty the external ashtray when it is fixed onto the outside wall.

It was requested that thanks were given to Roger Cundy for the prompt redecoration of the outside of the Hall.

**AJ**

It was suggested that there needed to be a weeding session to tidy up the outside of the Hall. The Chairman said he would co-ordinate this.

**MGP**

It was also suggested that the small wall needed some attention both under the notice-board and under the railings. The Secretary said she would ask Steve (from the Sycamore) if he had time to do this.

**AJ**

*Bookings' Update* – The Bookings' Secretary shared that the issues over cleaning up after the recent wedding reception in the Hall had been sorted out.

**7. Building the Future**

• The Chairman shared that:

- He had received a call from personnel at the BLF asking for a telephone conversation to clarify some aspects of the bid. This was to be arranged. This was interpreted as a good sign that the bid is still being considered. The Chairman was asked to clarify the current timescale on hearing whether the bid has been successful so far.

**MGP/AJ**

**MGP**

- He had asked for clearer costings from the architect and quantity surveyors for the figures entered in the bid application.
- The Secretary shared that:
  - The Funding Group were focussing on eight potential grants/funding sources.
  - That in order to involve more people in the Village, the funding group is asking other members of the village to follow up specific grants and funds in relation to their experiences, expertise and interests.
  - That it had been suggested that there was a need for somebody to bring the project alive again within the Village and that ideas about who and how would be welcome. Val Kirkham suggested all User Group representatives should share all information with their groups to keep them updated and in formed. **All**
  - That a poster outlining where we are with the BLF bid would be done to put up in the Legion and The Sycamore. **All**

## 8. AOB

- Jane Harris sent a message that there is still a vehicle being parked long term in the Hall car park. Janet Gosling offered to speak to the owner. **JG**
- The Bookings' Secretary suggested that Trish Watson be asked if she would consider painting the lower half of the internal wall as there are no bookings until after 1<sup>st</sup> September and so the Hall will not need cleaning. Janet Bainbridge offered to ask Trish. **JB**

### **Date of next meeting**

**25<sup>th</sup> September – 8.00 – 9.30pm. The Memorial Hall.**

### **Specific agenda items:**

Final booking form

Smokefree policy appendix

Any implementation issues over policy

Reps to share new build updates with User Groups