

Parwich Memorial Hall Management Committee Meeting
8.00pm – 9.30pm 3rd December 2007
The Memorial Hall
Minutes

NEWS FLASH !

The Chairman received a letter on 5.12.07 from the BLF (dated
3.12.07) entitled

'Invitation to Stage Two and Development Grant Offer'

Inviting us to submit a stage 2 application and also offering a
development grant of £23350 to the Memorial Hall organisation.

We can now proceed to stage 2!

Present

Jo Botham Arnold Chadfield, Christine Duffell, Liz Edge, John Fuller-Sessions,
Betty Fentem, Mike Gerard-Pearse, Janet Gosling, Amanda Johnson, Val Kirkham,
Pauline Laycock, Di Turnbull

1. Apologies

Janet Bainbridge, Sandra Chadfield, Stuart Chambers, Jane Harris, Denis Laycock,
Ed Linnell, Bill Whitfield

2. Minutes of previous meetings

a) Minutes were signed off from the meeting on 25th September 2007.

3. Matters arising

None

5. Parwich Cinema

- Arnold Chadfield shared that he, Martin Compton and Peter Trehwhitt had discussed the licencing choices with Derbyshire Film and decided to buy an annual licence to show films instead of hiring films at a cost of £75 per film. This will be much more cost effective over the whole year. This means different ways are being sought to advertise the actual name of the film, such as through e.mail messages and descriptions of the films. It will also mean that people will not be charged to see a film, but asked for donations as well as the usual request to buy a raffle ticket and refreshments. It also means that any film/dvd can be shown from any source (eg if a film is owned by a member of the village, there will be no extra film cost).
- The equipment has now been installed and the picture and sound quality are good. (Thanks to Arnold, Martin and Peter for this.)
- There have been three joint ventures already. Two between the Church and the Historical Society and one with the school who are showing Bambi on 11th December.
- Arnold Chadfield offered to train any willing people from User Groups to use the equipment to enable more usage of this equipment.

AC

Day to Day Running

Health and Safety Policy including Smoke free policy – This was passed on by Pauline Laycock from Denis Laycock and summarised by the Secretary. It was agreed to append this to the Health and Safety Policy. The ashtray has been ordered.

AJ

Bookings' Form Amendments – These were discussed and it was agreed that block bookings would only require one form to be filled in but all other one off bookings would have to sign a form. Christine Duffell offered to print some copies back to back to save paper. It was also agreed to trial this form and to ask the Bookings'

CD/MGP

Secretary to report back if it became unworkable. The Chairman pointed out that this was a requirement for us to do as a committee to ensure we are covering Health and Safety and insurance requirements.

Finance Update – The Chairman presented this on behalf of the Treasurer. Current account has £2284.69, the Reserve Account has £4767.74 and the Savings Account £13662.27. One outstanding invoice has been paid and the second is being paid in instalments in agreement with the Treasurer. Invoices to the end of year have been prepared and are being circulated.

There was also a proposal that the cleaner's wages were reviewed as it had been several years since the last review and the job was carried out on a Sunday. It was agreed to put the wages up from £18 week to £19.50.

Pauline Laycock asked if the floor was to be polished. The Secretary agreed to ask the cleaner if this could be done. **AJ**

Thanks were offered to Trish Watson for carrying out her cleaner's duties for several years.

7. Building the Future

- The Chairman shared (on behalf of the Design and Planning Group) that:
 - We were still waiting for a response from The BLF.
 - There was a meeting arranged to see the Peak Park Sustainability Officer Richard Godley in January 2008 to continue to build this partnership.
- The Secretary shared (on behalf of the Funding Group) that:
 - The Funding Group were preparing bids to be submitted when there was more information about the BLF Bid.
 - Peter Trehitt and Mike Atkinson were progressing with the website. That a presentation had been given to the Design and Planning Group and the Funding Group to show the difference between a web blog and a static site. It had been agreed to try and merge the two. It was also agreed to try and recruit an editorial team to keep this site up to date. The website address is www.parwich.org
 - Suggestions for people to be part of the Village PR Group would be welcomed.

PT/MA

ALL/AJ

8. AOB

- There was another reminder that all User Group representatives should share committee minutes with their groups to keep them up to date with progress.
- Thanks offered to Di Turnbull for the weeding around the outside of the Hall Di offered to do this again when needed.
- Pauline Laycock shared that the tap in the kitchen still made a high pitched noise and needed sorting. Also that the taps were not labelled for hot and cold and needed to be. (Cold on left, hot on right.)
- Pauline Laycock asked if the Right of Way issue could be explained - *There has been a legal document drawn up and sent to the Parish Council and Mr and Mrs Village which shows exactly where this line is to demarcate the footprint for the Village Hall new build and M and Mrs Villages property boundary. This will allow exact plans to be drawn up for the new build.*
- Liz Edge asked if Stepping Stones could construct 2 pots to be placed outside the door of the Hall for the children to plant in. This was agreed.

ALL

DT

**PL/BW
BW/AJ**

**Date of next meeting
30th January 2008 – 8.00 – 9.30pm. The Memorial Hall.**