

**Parwich Memorial Hall Management Committee Meeting**  
**8.00pm – 9.30pm 5<sup>th</sup> Feb 2008**  
**The Memorial Hall**  
**Minutes**

**Present**

Janet Bainbridge, Christine Duffell, Betty Fentem, Mike Gerard-Pearse, Jane Harris, Amanda Johnson, Pauline Laycock, Denis Laycock, Ed Linnell Di Turnbull

**1. Apologies**

Jo Botham, Arnold Chadfield, Sandra Chadfield, Liz Edge, John Fuller-Sessions  
Stuart Chambers, Janet Gosling, Val Kirkham, Bill Whitfield

**2. Minutes of previous meetings**

a) Minutes were signed off from the meeting on 3<sup>rd</sup> December 2008.

**3. Matters arising**

None

**4. Day to day running of the Hall including:**

**Parwich Cinema** – no up date

**Booking Form feedback** – The Treasurer shared that this had only been used once so far with no problems and reminded User Group representatives to fill in a copy once for their regular group use where appropriate. The Chairman reminded all that this was also necessary as the BLF wanted to know number of attendees over certain time periods.

**ALL**

**Finance Update** – Current account has £2327.99, the Reserve Account has £4767.74 and the Savings Account £13662.27. The Treasurer also shared that e.on had eventually realised the direct debit was not enough and so has agreed the sum to be paid as £1178.36 and had the direct debit amount amended. E.on rates are reasonable when compared with others so it was proposed that they remain the suppliers. The annual electrical check is due this Friday.

**Cleaner** – The Secretary shared that we still need a full time cleaner from the end of February and a volunteer to clean the Hall on Sunday 10<sup>th</sup> February. Janet Bainbridge offered to do this. All representatives said they would let the Secretary know if they had any ideas for a reliable cleaner and if this was not possible contract cleaners would be sought. It was agreed that the job specification was re written to state that the job required 12 hours cleaning a month at £8.50 per hour. It was also agreed to purchase a new vacuum cleaner at a maximum cost of £85.

**JB**

**AJ  
CD**

**Village Halls' Adviser** – The Secretary shared that DRCC are no longer going to fund this post and Helen Lidgett had put forward a proposal that all Hall committees pay an annual subscription of in order to keep this service. A consultation was taking place to decide if £40 was an appropriate amount. It was agreed that if this became a need it would be paid.

**AJ/EL**

**Smoking Box** – This has arrived. Thanks were given to Denis Laycock for this who said he would ask Arnold Chadfield to put this up. One key would be kept by DL and the other by Jane Harris who will empty it regularly.

**DL/JH**

## 7. Building the Future

### • The Chairman shared:

- A paper outlining the stage 2 application requirements and progress since the December 2007 BLF invitation to stage 2, including the use of the development grant budget. (See paper presented by Chairman, filed by Secretary). This included the update from the Design and Planning Group.
- That Helen Lidgett would be advertising Parwich's success in the next newsletter.
- That the BLF had promised £60 million at stage 1 and only had a £50 million fund so it was important we did not take getting through as a given.

- It was also formalised that the Chairman was the main signatory for all documentation to do with the BLF and other funding bids.
- Christine Duffell asked for all User Groups to carry out an initial skills audit on which we could build. This included anything anyone could offer such as babysitting for members to attend meetings, electrical work, building labouring, use of a crusher, use of land storage, use of a lorry, use of an e.bay account etc. All agreed to do this for the next meeting.
- Pauline Laycock asked what would happen if the Peak Park turned down the planning permission. The Chairman shared that as much as possible had been done to create a partnership already so that the plans would not be a surprise when they were submitted.
- Denis Laycock suggested the yellow notice should not go up before the Village knew of the plans.
- There was a suggestion that the update paper be posted through all doors and an opportunity given at the AGM for an update on progress and a chance for Villagers to ask questions.

ALL

AJ/MGP/  
ALL

### • The Secretary shared (on behalf of the Funding Group) that:

- There was little new information as timescales prevented us from submitting most bids.
- The Playful Ideas bid was unsuccessful.
- Peter Trewhitt and Mike Atkinson continue to sort out the technical problems with the website and weblog and these would be live very soon. The website address is [www.parwich.org](http://www.parwich.org)
- Suggestions for people to be part of the Village PR Group would still be welcomed. Some suggestions were made. The Secretary is to ask David Swindell, if this is unsuccessful, Jane Harris is to ask David Woolley.

AJ/JH

## 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 labelling the taps to ensure no one scalded themselves. The water heater had been left on one day and the steam had been spotted by Nia Linnell who had kindly come in and turned this off. Arnold Chadfield has since replaced the thermostat.
- Denis Laycock asked how a key would be easily accessible after the shop closes. It was agreed that a list of key holders would be made available to all committee members.

ALL

EL

**Date of next meeting**

**12<sup>th</sup> March 2008 – 8.00 – 9.30pm. The Memorial Hall.**

**Date of AGM**

**19<sup>th</sup> March - 8.00 – 9.30pm. The Memorial Hall**