

**Parwich Memorial Hall Management Committee Meeting**  
**7.15pm – 9.30pm 23<sup>rd</sup> April 2008**  
**The Memorial Hall**  
**Minutes**

**Present**

Arnold Chadfield, Sandra Chadfield, Janet Bainbridge, Christine Duffell, Betty Fentem, John Fuller-Sessions Mike Gerard-Pearse, Janet Gosling, Jane Harris, Pauline Laycock, Di Turnbull, Amanda Johnson, Denis Laycock, Ed Linnell

**1. Apologies**

Liz Edge, Val Kirkham, Bill Whitfield

**2. Minutes of previous meetings**

a) Minutes were signed off from the meeting on 12<sup>th</sup> March 2008.

**3. Matters arising**

None

**4. Election of Officers**

All officers were willing to stand again.

Chairman, Mike Gerard-Pearse – nominated by A. Johnson, seconded by A. Chadfield

Secretary, Amanda Johnson – nominated by J. Fuller-Sessions, seconded by J. Harris

Bookings' Secretary, Janet Gosling – nominated by A. Johnson, seconded by A. Chadfield

Treasurer, Ed Linnell – nominated by C. Duffell, seconded by M. Gerard-Pearse

Sandra Chadfield – nominated by A. Johnson, seconded by A. Chadfield

**5. Signing of the Minute Book** (*Still need to confirm all User Group representatives*)

This was duly signed by all members present (all other members will need to sign at the next meeting)

**AJ**

**6. Building the Future**

**Design and Planning Group Update** – Steve Riley from Marsh Grochowski Architects presented two sets of outline plans for the potential new build. (see hard copy of plans in Secretary's file) He shared the planning process so far which had involved the Highways Agency and the Peak Park and the constraints and regulations of these two groups. He also shared that these plans had been submitted to the Peak Park and he was awaiting a first response. The following subjects and areas were then discussed:

- The need to ensure there was enough storage
- The need for access to the back of the kitchen
- The need to ensure all kitchen fittings meet health and safety requirements
- The need for easy access from the kitchen to the Hall
- The pros and cons of having a movable stage
- The use and management of the disabled parking, ensuring two large spaces are not always out of use
- The possible lowering of the site so that the final roof line was no higher than current building

**SR/MGP**

The Chairman offered to bring the plans back to the committee on Tuesday 6<sup>th</sup> May

(8.00pm in the Hall) after a response from the Peak Park had been received and before the plans were shared at the Open Meeting on the 7<sup>th</sup> May. All committee members who would like to see them can attend this meeting.

**MGP**

**Update on the BLF Bid/Outcomes 2** – The Secretary shared a process diagram (attached) showing how important it was that we focus on the outcomes written into stage 1 of the BLF bid to ensure we remain on course to secure the final bid. Stage 2 asks for the outcomes to be broken down into achievable steps such as, for example, how many more sessions User Groups are going to use the new Hall for. The Secretary shared that this needed to be realistic and although she and Val Stevenson had done a **theoretical** set of numbers these needed to be changed or endorsed by User Group input. There is therefore a meeting on **15<sup>th</sup> May at 8.00pm in the Sycamore Pub** which Val Stevenson will lead. One outcome relates specifically to the Over 60's Group and Denis Laycock agreed to take this discussion back to his group to gain agreement about how the Hall could be used in future and feed this back to the committee. There are obviously people over 60 who are not members of this group who will also be consulted. This diagram also showed there was a need for a Young People's and a non-users focus groups to be set up.

**All User  
Group  
Reps  
DL**

**VS/AJ**

**Funding Group Update** – The Secretary shared that there had been a no response from the Rayne Foundation. That there was a meeting set up with a DDC representative to discuss funds and that there had been a contact made with DCC to discuss funds. Also that the new Head teacher was keen to support the process and contact DCC on the school's behalf due to the need for better facilities to deliver the curriculum. All other bids are still in process as previously reported.

**Open Meeting** – The Chairman shared that all Villagers had received (or were about to) a letter inviting them to an Open Meeting to launch Project Parwich on 7<sup>th</sup> May at 7.30pm in the Hall (A big thanks to Jane Harris for delivering these letters). That this meeting would be to update everyone on the BLF bid, introduce Ruby Hickmott as the Events Co-ordinator (to co-ordinate all fund raising ideas and events) and to share the plans. The Secretary also shared that it would be useful for all of the committee to be there to answer questions and enthuse others about the Project.

**All**

**Skills Audit update** – Di Turnbull shared that this is underway at the Tennis Club. Pauline Laycock said that the WI had not carried this out as they may not have a future. All other groups are still to be done.

**All**

**Weblog/website update** – The secretary shared the latest great developments on the Blog and site, including the growing and now full Team of Mike Atkinson, Peter Trewitt, Emma Spence, Jane Bennett, Denis Laycock, Christopher Harrison, Mike Hughes and Mandy and Lewis Noble. That the blog was becoming very well used by a great deal of readers and contributors and had been nominated already for a media award.

## **8. AOB**

- Bill Whitfield is following up the issue over the Hall floor with Roger Cundy
- Denis Laycock gave a summary of where the current £10000 fund raising had come from so it could be shared at the Open Meeting if necessary. This included a Victorian Market, a sponsored walk around Carsington and regular events held at the Sycamore

**BW**

**Dates of next meetings**  
**6<sup>th</sup> May – plans for committee 8.00pm Hall**  
**7<sup>th</sup> May – Open Meeting 7.30pm in Hall**

**15<sup>th</sup> May – User Group Meeting in Sycamore**  
**3<sup>rd</sup> June 2008 – 8.00 – 9.30pm Committee Meeting in The Memorial Hall.**

