

Interim Chair has resigned. VN has emailed	
Tennis Club have agreed to loan their BBQ for the Fete	

6. Finance

	ACTION
Net increase in Funds in November was -£170	
Lettings steady but there is capacity for more	
Database of Charges – PC suggested that a database of historic charges we have made for the events held within the village and the incomes generated should be created in the future. PC to start with 2015 Fireworks. Subsequent 2016 events will be added. Data to be captured for each event to include: <ul style="list-style-type: none"> • Per head price • Numbers attending • Costs incurred • Amount taken • Overall profit 	PC In progress
Insurance for Fireworks – Need to reimburse Rodney Bennett the £100 spend. Awaiting invoice from RB	AT Carry Forward
Village Hall Insurance – Check liability for coverage for fete. Copy passed to PB	Closed
Audit of Accounts – AT has passed them to Amanda Cavanagh for audit	In progress

7. Recreation Ground Including Playground

	ACTION
Remedial Work on swing seats/replacements as per recommendations of annual inspection. – May be funded by Developer money. NC has checked the list of non-compliant items and is to create a list of potential purchases for possible use of Developer money PB has removed the moss using a pressure washer	NC Carry Forward
Inspection Log – VN will cover February	VN
Goal mouth - getting very worn and muddy. Consider Astro turf – discuss with DH and Cricket club. Not suitable	Closed
Strimming around the outskirts of the ground – ASm to ask Martin to do this when possible	ASm

8. Village Hall

	ACTION
Hall Floor – Surveyor has completed the inspection and report awaited. The works needed will probably be considerable. VN will circulate the report as soon as available	VN
Hirings – steady but there is capacity for more.	ASm
Roof Repairs – NC reported that Roofer does not believe that re-roofing is needed. Foliage to be cut back and roof cleared of debris plus replacement of around 50 broken tiles next spring – approx. £300 worth of work. Written estimate to be requested	Carry Forward NC
‘PRC facilities Refurbishment and Enhancement Project’ Monies available at Test Valley for grants – up to 50% of costs may be available. VN has received details and application form for possible future use. Costings for non DIY work to be obtained	VN
Matting in the Front Porch – PB has quote (£155.60) to cover entrance matting and trim	
Working Party – Feb 8 th 10am weather permitting for general external tidy-up.	

9. Village Fete Committee Report

Appended is the report provided by Paul Booth

10. Matters Arising

Donations collected to provide a Village Hall Memorial to Lorna, so far amount to over £1000 including Gift Aid. An equal amount has also been made to the Church for this purpose also. Anna Smith was asked to liaise with the rest of the family to give some thought as to what form the Village Hall Memorial might take and to bring suggestions to the next meeting.	ASm Carry Forward
PRC Committee Vacancy : A Committee vacancy remains: all members remain aware and will advise on recruitment.	All

11. AGM Date

This is to take place on 6th April 2016. 7:30 for 8pm start. Drinks and nibbles. To be followed by the regular PRC meeting. PB to produce a flyer	Complete
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12. Forthcoming Events

Date	Event	Comment/Action
Feb 6th 2016	Quiz evening. Charles Bacon will act as Quizmaster. £12 per team of 6. Doors 7 for 7:30. Bring own food. There will be a Pay Bar manned by DP PB will act as MC 8 teams booked Flowers and wine for Jo and Charles	DP PB ASm & DP
12th – 14th May	Penton Players Performance - to be confirmed	NC
4th – 5th June	Art Exhibition	
3rd July 2016	VILLAGE FETE See Appendix for Progress report	
??	Summer Drinks & Canapes social evening. Possible date to be discussed at next meeting	Carry Forward
September tbc	Race Night To be discussed at next meeting	Carry Forward
October tbc	Skittles To be discussed at next meeting	Carry Forward
19th November	Auction of Promises -To be discussed at next meeting	Carry Forward

13. Committee Social Evening

Committee agreed was a good idea. 24 th Feb at the White Hart	Closed
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14. AOB

Gents –Hot water supply alternative suggested by Paul Milford has been progressed	In progress
Talk – ‘The man who never was’. Date to be determined at next meeting	VN/ASm
Village Litter Pick – 21st/28th February	

15. Date of Next Meeting

The next meeting will be held on **TUESDAY MARCH 1st 2016** at 8pm in the Penton Village Hall.

Appendix

03/02/2016	Report to PRC from Fete subcommittee
Overall Status	GREEN
Significant achievements	
	BBQ sorted; PCC will run it using 3 BBQs from PB, VN and Tennis Club
	Army Climbing Wall is available (subject to our public liability insurance)
	Hawk Conservancy Trust will do a display
	Initial event timetable drafted
Major tasks for next stage	
	Get an organiser for the Bric a Brac
	Sign up as many new volunteers as possible
	Source more tables
	Draft flyer ready to be circulated in February
	Do a trial "P&L" sheet
Risks / Issues	
	Bric a brac stall organiser required - major fund raising source
Next session	7:30pm Monday 15th February at Alan Ellis's