

PENTON RECREATION COMMITTEE

MINUTES of MEETING

Venue: Penton Village Hall **Date:** Tues1st March 2016 **Time:** 20:00

Present:

Vernon Needham (VN) Chair Neville Carrick (NC) Vice Chair
Joan Patterson(JP) Minutes Secretary
David Porter (DP) Carol Rasey (CR)
Anna Smith (ASm) Village Hall David Howard (DH) Penton Cricket Club (PCC)

1. Welcome

The Chairman opened the meeting by thanking all attendees and noting that Ian McHenry has resigned from the committee due to work commitments. VN has written to thank him for his contribution.

2. Apologies for Absence

Paul Booth (PB) Paul Coulson(PC)
Andrew Thompson Alan Twigg (AT) Treasurer & Tennis Club

3. Minutes of the Last Meeting

The document was agreed by all attendees and signed by the Chairman.

4. Penton Cricket Club (PCC)

	ACTION
To encourage younger people to get more involved in the Village, CB suggested an inter-Village Fun Limited Overs Cricket afternoon for non-cricket players with teas. DH requested to check when the Cricket Club would be able to accommodate this and provide possible dates at the next meeting. It was noted that it must be mandatory for parents to be in attendance at any children's event.	DH Carry Forward to 2016 for AGMon 22 nd March
DH has costed replacement benches for front of Pavilion and received revised quotations. Quotes passed to Nanette Colbourne to be progressed	VN
VN suggested that the Score board be improved to clearly state Visitors & Penton scores. DH to raise at AGM on 22 nd Mar 2016	DH Carry Forward
VN suggests DH puts together a 'Pavilion Maintenance' list which will be to the benefit of the PCC and the Tennis Club. DH suggested new ceiling & lights Window – requirement to be determined at Tennis Club meeting. Consider an external shutter if clear glass required. VN to add to Maintenance list	DH Carry Forward to AGM ATVN
Grass Cutting – has commenced for the season	Closed
PAT Testing Portable appliances in Tennis Club, Cricket Club and Village Hall. PB has contacted Paul Milford who does not do them and has suggested an alternative. PB to follow up	PB
It was agreed that the new goalposts would need to be moved so as not to interfere with the cricket sight screens	DH

5. Tennis Club

	ACTION
Shrubs to landscape the bank once tree stumps removed – add to Refurbishment and Enhancement project	VN Carry Forward
New Water Heater in Ladies – PRC agreed to this at Tennis Club cost	AT
Interim Chair has resigned. VN has emailed. New Chair likely to be appointed at the AGM on April 25th	

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Tennis Club have agreed to loan their BBQ for the Fete	Closed
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6. Finance

	ACTION
Net increase in Funds in January was -£2,112 – Insurance premium paid for 2016 accounted for a significant portion of this	
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
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. – NC has done the analysis and results from the last inspection. Has identified the work and repairs needed. Spreadsheet to be sent to VN & JP Work looks like a DIY activity – suggested August Working party	NC
Inspection Log – ASm will cover March	ASm
Strimming around the outskirts of the ground – ASm to ask Martin to do this when possible	ASm Carry Forward

8. Village Hall

	ACTION
Hall Floor – Surveyors report circulated to all. 4 builders invited to tender & 3 have responded with an ‘intention to tender’. Information will be circulated as available	VN
Hirings – steady but there is capacity for more. January was very good	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 by NC	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 to provide an updated list for circulation	VN
Working Party – Feb 8 th general external tidy-up. Went well	Complete
Village Hall key to be returned by Glynn Jones	VN
Maintenance of Hall west wall. Working Party task to be arranged	VN

9. Village Fete Committee Report

	ACTION
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Letter to residents requesting donations, etc to be prepared by VN DP suggested use of Gift Aid and will provide the form to VN	VN DP
Need to note that Electrical Goods are not allowed for the Bric a Brac stall	

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. DP will provide Drinks and ASm the nibbles. To be followed by the regular PRC meeting.	DP ASm
30 copies of the Agenda and 15 copies of the last AGM minutes to be provided in the Village Hall	JP

12. Forthcoming Events

Date	Event	Comment/Action
Feb 6th 2016	Quiz evening. Was a great success and enjoyed by all who took part	
26 – 28th May	Penton Players Performance - ‘Nobody’s Fool	NC
4th – 5th June	Art Exhibition	In progress
June 12th TBC	Summer Drinks & Canapes lunch/tea. To be discussed at next meeting	Carry Forward
3rd July 2016	VILLAGE FETE See Appendix for Progress report	
24th September	Race Night To be discussed at next meeting – suggested that this may be catered	Carry Forward
22nd October	Skittles	
5th November	Village Bonfire Night	
19th November	Auction of Promises – suggested that this may be catered. ASm to ask John May as the auctioneer. To be discussed at next meeting	ASm Carry Forward

13. AOB

Gents –Hot water supply alternative suggested by Paul Milford has been progressed	Carry Forward
Talk – ‘The man who never was’. 9th September suggested – to be confirmed	VN/ASm
Village Litter Pick – 21 st /28 th February. Over 40 bags of rubbish were collected from around the village	Complete
Diary Dates – Publicity - ‘What’s on in the Village’	ASm

14. Date of Next Meeting

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The next meeting will be held on **Wednesday 6th April 2016** in the Penton Village Hall to commence following the conclusion of the AGM.

Appendix

25/02/2016	Status report for March PRC
Overall Status	GREEN
Significant achievements	
	Helper names up to 82 now, with >40 more yet to be asked
	Flyer circulated
	Several people already offered to fund stalls / costs with donation
	Several more vehicles offered for the classics display
Major tasks for next stage	
	Get an organiser for the Bric a Brac
	Get an organiser for the Grand Draw (Rod will advise)
	Reach target of 100 volunteers
	Match up all helper names, with their agreement, with stalls / displays / roles
Risks / Issues	
	Bric a brac and Grand Draw organisers required - major fund raising sources
Next session	Monday 14th March, 7:30pm, Home Farm House, Newbury Hill
03/02/2016	Report to PRC from Fete subcommittee