



MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

**Minutes of the Management Committee Meeting
Held at Malborough Village Hall at 7.30pm
on Wednesday 13th December 2023**

Present:

Andy Morgan Chairman (AM)
Janice Ginn (JG) acting secretary
Sally Harvey (SH)
John Jevans - Sports (JJ)
Val Jevans - Bookings (VJ)
Tony Lyle (TL)
Jill Clarke - representing MAD (JC)

1.Apologies:

Tim Chandler - Secretary (TC)
John Mahood - Treasurer (JM)
Victoria Flower (VF)
Matthew Villaneuve (MV)
Bob Smale (BS)
Jonathan Towne (JT)
Ann Kendall and Sarah Prowse representing Malborough Parish Council (SP)
Kevin Broom representing KM (KB);
Ray Carr – representing SVRA (RC)

2.The Minutes of the last Meeting.

The Minutes of the meeting of 8th November 2023 were approved by the Committee, and signed by the Chairman.

3. Matters Arising:

ACTION

New Curtains: Invoices have been sent out to MAD and KATS for their kind offer of contributions towards the cost of the blackout linings.
When the new curtains were put up it was noticed that the window reveals and skirting boards needed more thorough cleaning. It was agreed that Hayley would be asked to do a deep clean after the pantomime was finished.
A list of areas to be tackled will be compiled

VJ/JG

4. Reports

a. Chairman :

The chairman proposed that a new support be installed to take lighting for the MAD pantomime shows. These would consist of a vertical bar attached to the RSJ at the side of the hall. They would be painted to blend in. This was agreed.
There was nothing further to report that was not covered in later sections.

AM



b. Treasurer: In his absence the accounts to the end of October, which were emailed to her, were distributed by JG. Details of item for hall maintenance were requested by JG and provided by JM.

The amount for hall maintenance for November is £2247.00 ; the breakdown for this is as follows :-

Andrew Cane annexe heater balance.	2247.00
Julie Robinson curtain maker.	561.00
Toilet brushes	15.00
Ultimate fabrics	refund 40.00

c. Secretary: In his absence JG read TC report.

1. The Hope Cove Weekend committee contacted us a few weeks ago to offer a donation from the proceeds of the 2023 event, dependent upon those funds being used for a purpose which complied with their broad suggestions. At the last committee meeting we agreed that the money would go towards providing a hearing loop in the hall. I contacted the organisers with the suggestion, and am delighted to report that they have come back with an offer of a donation of £200. I have notified John Mahood of this and provided the organisers of the event with our banking details.

2. On 24 November Gail Allen advised me that there was some unauthorised parking taking place on the back car park. It appears that a grey Peugeot has been parking overnight and she suspects someone has been sleeping in it. She had checked the details of the car and found that the its licence has expired and its MOT also. I notified the Devon & Cornwall police of this, suggesting that in view of the recent reports of drug trafficking in Devon and the suspicion of many residents that drug dealing has been taking place at the village hall car park, they might be interested, but unfortunately their response was that the police have no interest as the matters reported had taken place on private land. I therefore reported separately to our two local district councillors, the Chairman of the Malborough Parish Council and the Parish Clerk. Councillor Mark Long has come back to me to advise that he has notified the housing officer at South Hams District Council and also the local police liaison officer in view of the possible illegality of this parking.

3. Separate matter, on 2 December my wife and I and some local friends attended a fund raising RNLI concert at the village hall, it was an amazingly successful event, the hall was packed and we had to move chairs through from the Annexe to accommodate everybody. The quality of performers, many of them local, who gave of their time for free was an inspiration and many in the audience were noticeably moved. I was particularly delighted to notice the commitment of the local RNLI fundraising volunteers – at this point I should disclose an interest as I am one of them – who after the event took such care to leave the hall in a clean and tidy condition. Even to Hoovering the carpet in the Annexe ! There was some concern before the event at the failure of one of the heaters in the hall, and a reported failure of the new unit in the Annexe which I was unable to confirm and it seemed to work perfectly when I used it. However, failure of the units in the hall seems to be an ongoing problem for us and we should perhaps be considering an alternative for the future. Another aspect of this of course will be how we can pay for it and in that regard, I have an stated interest on behalf of MVHPFA in being considered for help under the new



VCSE Energy Efficiency Scheme which will be provided with £100 million of government support to assist organisations in improving their energy efficiency. The scheme has only just been announced, and should be rolled out in the next couple of months. The outline description on the website seems to indicate that initially a fully funded assessment would be carried out on the premises involved before any offers of assistance would be made. I will report back when I have further information. **TC**

d. Sports: KM last games will be played this weekend. They will return week ending 6/1/24. KM have received planning permission to place a steel container alongside the existing one. This will be put in place when they receive funding and when the ground is firm. One of the badminton groups would like to incorporate a pickle ball court inside the hall. A pickleball court is the same size as a doubles badminton court and has a strip of tape laid either side of the net to mark the "kitchen". They would like permission to fix this tape and they would also like MVH&PFA to supply the net at a cost of £65 plus delivery. There was agreement that the net could be bought but concern was expressed about fixing tape to the floor. They will be asked to liaise with the other badminton group, who also play pickleball, before firm decisions are made. **JJ**

The pickleballs are of lightweight plastic with holes in them and are unlikely to cause damage.

e. Bookings:

The big three events since the last meeting were very successful; Strictly Dancing, Lifeboat Big Band and the school Barn Dance who all hope to book again next year, as well as the Hope Cove Lifeboat Quiz. The school held their Christmas Fayre, which was well attended on Wednesday. Unfortunately, the school have only booked Tuesdays until February half term as they have decided to only use the field after then. If the hall and/or annexe are booked for these sessions by others, the children would not be able to use the toilets. VJ will inform the school. **VJ**

MAD have a Table Top sale this coming Saturday and the Pantomime is on between 24th – 28th January. There have been problems with the heater next to the stage, AM came to try and fix it but eventually Buswells were called out. These gas heaters will probably have to be replaced sooner rather than later.

Many thanks to Janice, Tony, Nev and Wendy for helping John and myself put up the Christmas lights.

VJ requested that the clock be replaced and moved to a more convenient position when MAD have scaffolding erected. **AM**

f. Grounds:

There was no report

g. Wood : TL attended a meeting today and consulted with Devon Wildlife Trust and Devon Living Treescape regarding grants available for new hedges. There is funding available for hedges over 100 metres long. TL asked for suggestions for plants to be put along the hedge continuation along the north side of the car park between the gas regulator and Gail Allen's



boundary. It was suggested that Grisselina might be suitable. This area will need to be prepared for planting. This hedge and the other cleared areas will add up to over 100m. TL will follow up. TL

5. Risk Assessment

Totnes Fire inspected the fire fighting equipment this morning and issued their certificate. The inspector said that there are two extinguishers that are superfluous in the main hall, when they have reached their expiry date he will remove the 2 at the right side of the kitchen hatch. Also the powder extinguisher in the main hall kitchen poses a risk to asthma sufferers if it were to be used in an enclosed space. He advised removing this one as well. The fire blanket in the kitchen is sufficient.

The Risk Assessment will be complete when the portable appliance testing (PAT) and the full Electrical Survey is carried out in early 2024.

AM will call on his colleague to assist with this. AM

6. CCTV: The installation of WIFI in the Old Pavilion has been completed and the camera can now be fitted. Following this another camera will be sited near the skateboard park. AM

7. Bonfire Night: The evening was held on Friday 10th November having been cancelled the previous Saturday due to bad weather. It was a great success: takings were £4724.41 plus a donation of £20 from Mr Popham and costs were £3132.31 making the gain from the event the sum of £1612.10

A food warmer has been acquired for future events, thanks to AM's daughter. This will save hire charges of at least £40 and the return trips to Exeter.

Unfortunately there was some criticism on social media and via the Parish Council:

- a. regarding the danger to wildlife sheltering in the woodpile, especially hedgehogs.
- b. the addition of plastics and roofing felt to the woodpile.
- c. the size of the pile being considered too large so that it was still burning the next day.

The chairman responded by stating that as much as possible of the plastics and roof felt were removed by him before the event and that the woodpile was somewhat smaller than previous years, also that it is usual for burning to continue the next day. This was monitored by him on several occasions before and after the event but it was not possible to have stewards looking after the bonfire for 10 days or more. He suggested that critics and other concerned individuals come along next year and volunteer to monitor the wood pile and build a barrier to try to prevent hedgehogs hiding in the wood pile. Also access to people adding to the pile could be limited to when there was supervision. But all this is dependent upon more volunteers coming forward.

The secretary TC, sent a response to the Parish Council, he wrote that Bonfire Night is a village event run by a separate committee. This year, as no one had come forward to organise it, the Chairman had stepped up, along with help from Hannah, Cherie and others to organise it.

In her editorial in the Messenger, Ann Kendall thanked the organisers and asked for more helpers to come forward in the future.



8. Malborough Parish Council matters:

This report was emailed from Ann Kendall – Our Parish Clerk is in communication with Fields in Trust about taking over the area that we have planning permission on your land to enlarge the car park. Sadly their admin section are very slow to deal with this, even though the PC have agreed to pay the costs incurred in the swop. Meanwhile some of our members are finalising a tender document to send to potential contractors and also looking for extra funds. Hopefully early in the New Year we will be able to come to a meeting with more positive information.

9. VCSE Energy Efficiency Scheme

TL had attended a meeting regarding this scheme for voluntary and community organisations to improve their energy efficiency. The first part of the process was for buildings to be assessed. The results of the assessment would direct how they could be improved. Organisations can then apply for grants of between £2,000 and £100,000.

As stated in the secretary's report, MV&PFA has registered an interest and it is hoped that this scheme could enable a phase 3 electricity supply to be installed and more efficient hall heating and lighting fitted.

10. Date of next meeting:

Wednesday, 10th January 2024 at 7.30pm in the Annexe

13. The meeting closed at 21.00

Signed as a true record :

**A.Morgan
Chairman**

10th January 2024



Projects for 2024

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| 1. Painting the Old Pavilion, second coat –spring 2024 | TC/All |
| 2. Remove old floodlights on east side of playing field | BS/AM |
| 3. Hearing loop design for hall | AM |
| 4. Publicity for corporate hirers | TC/ et al |
| 5. Maintenance of hall floor – quote to be obtained | VJ |
| 6. Lighting for main hall – to wait for VCSE Assessment | |
| 7. Heating for main hall “ ” “ ” | |
| 8. Summer Fete – date either 29 th June or 13 th July – tbc | |
| 9. Cleaning outside of building – spring, quotes required | |
| 10. Redecoration of annexe: quotes required | |