

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION
Minutes of the Management Committee Meeting
Held at Malborough Village Hall at 7.30pm
on Wednesday 14th December 2022

Present: Andy Morgan (AM) Chairman; Tim Chandler (TC) Secretary; John Mahood (MH); Treasurer; John Jevans(JJ) Sports Officer; Val Jevans (VJ) Bookings Officer; Sally Harvey (SH); Janice Ginn (JG); Jonathan Towne(JT); John Yeoman (JY) representing Malborough Parish Council;

1.Apologies:

Bob Smale (BS); Tony Lyle (TL); Victoria Flower (VF); Jill Clarke (JC) representing MAD;
Kevin Broom (KB) representing KM; John Butler;

2.The Minutes of the last Meeting.

The Minutes of the meeting of 9th November 2022 were approved by the Committee, and signed by the Chairman. Proposed JJ; seconded VJ;

ACTION

3. Matters Arising: none.

4. Bonfire Night : in John Butler's absence TC gave his report. John advised the committee that he and Hannah would be standing down as organisers for the bonfire and fireworks event in the future, but would be happy to continue to be helpers on the night. In summary, John reported that the event had been a great success and had been very well attended, news of the event having been spread through social media. Some of the stalls selling hot food had been virtually overwhelmed by demand, and it was agreed that in future extra pairs of hands will be needed. Gemma from Galley Girls had agreed to provide an additional barbecue in future, and also to help out with the cooking. As a consequence of the appalling weather in the preceding days, the decision to proceed had been delayed as long as possible, and in the event only 2½ hours were available for preparation; John recommends that at least four hours would be required in future to get everything set up on time. John expressed his delight at the number of people who came forward to help on the night, and had provided a full list of names for future organisers, to whom he offered all help. He concluded by thanking the committee for its support and wished much success for next year's bonfire. It is estimated that the net profit from the event after all deductions will be in the order of £2500, which everyone agreed was a very successful result. This total is to be confirmed.

5. Reports:

i. Chairman: .pressure of work has delayed the installation of the new ceiling lights in the Annexe. The Chairman hope that he might have time during the Christmas/New Year break to begin the work. He confirmed that a new radio mic and stand is now ready on the stage.

AM

ii. Treasurer : summary financial report for November 2022 :

	Nov.2022	YTD
Income:	3,623,51	28,462.55
Expenditure :	1,516.34	17,325.69
Net profit:	2,108.79	11,136.86

NB : income from Bonfire Night : £2,760.01

Cash balances :

Current a/c	£28,848.00
Deposit a/c:	£13,371.81
Wood a/c:	£1,738.34
TOTAL :	£43,958.15

JM confirmed that he has negotiated new energy contracts for both gas and electricity, with a fixed rate for electricity for two years and gas for one year, each at a rate at roughly 3 times that which we previously paid. To be considered when we firm up on our hire charges for 2023.

He confirmed that KM have paid for their water usage year-to-date.

iii **Secretary** : TC advised that the South Hams District Council Park Inspection report, carried out on 1 December 2022, had been received. While most of the matters in the report which required attention relate to minor defects in and around the play area, comment is also made in the report regarding the damaged and precarious state of some of the fencing around the area. TC has held meetings with two local contractors on site and is awaiting quotations for the replacement of all fencing adjacent to the hall, including the run from the corner of the Annexe to the five-bar gate, and from the five-part gate across to the hedge, the run of fencing adjacent to the steps on the south side of the Annexe, and the fence which runs from the north west corner of the Hall to the entrance to the back car park. He hopes to have more information to present to the committee meeting in January 2023.

TC

iv. **Sports Officer** : moles continue to be a problem, and traps have been set in the Play Area and also near the Skate Board Park. The cost of removing the moles from the football pitches has been covered by KM, and the committee expressed its appreciation for this gesture. KM will be using the pitches on the 17th/18th December, and returning on the weekend of the 7th/8th of January 2023.

v. **Booking Officer report**: VJ advised that KATS have changed their dates for autumn 2023 and will now require the Hall and Annexe from 27 September to 6 October; they've also hinted that they may change their March 2023 bookings but it has been pointed out to them that we cannot guarantee that the facilities will be available at such short notice. The School will be meeting in the Hall all day on Tuesdays from January 2023 and have been asked to vacate the Hall by 1430 for the next hirers.

VJ recently met with Danielle Wooton from Devon Communities Together. They are preparing a survey on all the village halls in Devon, hoping to be able to improve services for local residents. The meeting, which was planned take 1 to 1½ hours, lasted nearly 3 hours as she was so impressed with all the facilities and the variety and number of bookings. She emphasised the importance of Health and Safety, and I was delighted to tell her all details are currently being updated. She was very keen to improve facilities for the disabled, and there may be funding available for us to install a Hearing Loop, better access to the stage, changing the white bars on the fire exits for coloured ones to help those with sight difficulties, et cetera. She also mentioned

that there may be assistance in providing electric car charging points and solar panels for heating. A report will be issued next spring which may have more details. She was amazed that so few of us cope with managing Hall, Annexe and Playing fields, and she said that of all the many visits she made to village halls, this was the biggest and busiest hall she had visited.

Vi Wood report: TL is chasing Pittman Trees for a response and quote for the work agreed.

TL

vii. Grounds Report :BS is awaiting a reply from Pittman Trees regarding a quote for work to be done.

BS

6. Malborough Parish Council Matters (MPC)

The Parish Council would like to approach Fields in Trust to see whether it might be possible to create an exchange, whereby Fields in Trust are offered the new play area in return for releasing part of the Village Hall fields so that the planned extension of the car park onto what is currently a green area might be agreed. It was pointed out that, were this to go ahead, in a very short time the new car park would itself be growing grass and would look very little different from what it does today. However, by carrying out this work it would be possible to open up the south side of the Village Hall entrance in a very satisfactory manner. Committee agreed to be of all assistance to the Parish Council in endeavouring to make this happen.

MPC has been approached by a local resident of the village to enquire whether it might be possible for a basketball hoop to be erected somewhere in the village. The MPC are suggesting that, with the use of 20' x 8' concrete panels which could be laid down to form a base, it might be possible to provide a basketball hoop, perhaps adjacent to the Skateboard Park. By using concrete panels, there would be the facility to move these in the future if so required. It was recognised that the ground on which they would be laid would have to be level and firm.

Coronation 2023: the MPC will invite all interested parties in the village to get together to form a representative committee to design the celebrations for the weekend of the 6th, 7th and 8th of May 2023. It was hoped that this committee might first meet by 17 January 2023

Sadly, the tree planted to celebrate the Platinum Jubilee of the late Queen Elizabeth II has died, but a replacement will be obtained and planted. In addition, another similar oak tree will be planted in memory of Queen Elizabeth II.

With regard to the Access Footpath, we are still awaiting action.

7. Ongoing Matters:

a. Devon Communities: see Booking Officer report under 5.v. above

b. Unreliable heaters: concern has been expressed about the spasmodic failure of the water heater in the main kitchen. AM will check its electrical connections and assess its viability. It was agreed that this is the most effective way of providing hot water to suit occasional demand, certainly more economical than typical urn, but in view of the age of the heater it may be necessary to seek a replacement, this to be discussed at the January committee meeting. **AM**

c. Christmas lights: appreciation was extended to the team who put up the lights on our Christmas trees this year, thanks extended also to Geoff and Gail Allen who arranged for the tree to be erected.

d. Christmas gratuities and appreciation: the committee decided to make certain gifts to acknowledge some extraordinary helpers.

e. Coronation Bank Holiday: see Malborough Parish Council report 6. above.

f. Risk assessment: JG presented to the committee an updated Fire Risk Assessment as of December 2022, together with an updated plan of the premises showing electrical, gas and water

installations, and all emergency facilities. Chairman expressed his thanks and appreciation for all the hard work that had gone into preparing this updated document. The light at the top of the stairs was discussed, and it was agreed that, except during stage performances, a white bulb shall be installed to improve the lighting down the stairs. During stage performances this may be replaced with a red bulb.

AM

ALL drama companies hiring the hall will be asked to ensure that this policy is followed. VJ will discuss this with JC at a suitable time.

VJ/JC

JG advised that the lamp standard opposite the entrance path to the hall is still not operating, and in addition that low-lying branches of trees on that side of the access road are inhibiting the lighting of the footpaths and roadway. JY confirmed that he will discuss this with South Hams District Councillor Mark Long. TC pointed out that he had mentioned to Cllr Long some months ago the condition of the roadway, particularly at the Collaton Road junction, which is in poor condition and that under the terms of our agreement with South Hams District Council should be repaired as soon as possible. JY confirmed that he will raise this matter with Cllr Long at their next meeting.

g. It was agreed that we should retain Dave Prowse as our preferred plumber for all future work.

h. The crocus bulbs donated by The Rotary Club of Salcombe have been planted by VF and AK around the trees on the west side of the approach road. Dave Bawden at Cutting-Edge, who is responsible for keeping our lawns in good condition, has been advised of this and will liaise with AK to make sure that he does not cut over the bulbs at a critical time.

7. Next meeting: Wednesday 11th January 2023 at 7:30 PM in the Annexe

8. There being no further business, the chairman closed the meeting at 2035

Signed as a true record :

A.Morgan - Chairman

11th January 2023