



**Minutes of the Management Committee Meeting  
Held at Malborough Village Hall at 7.30pm  
on Wednesday 14<sup>th</sup> June 2023**

**Present:**

Andy Morgan Chairman (AM);  
Tim Chandler - Secretary (TC);  
Jill Clarke (JC) representing MAD);  
Victoria Flower (VF);  
Janice Ginn – Safety Officer (JG);  
Sally Harvey (SH);  
John Jevans - Sports (JJ);  
Val Jevans - Bookings (VJ);  
Ann Kendall (AK) representing Malborough Parish Council;  
Sarah Prowse (SP) – representing Malborough Parish Council  
Jonathan Towne (JT);  
Matthew Villaneuve (MV);

**1.Apologies:**

Kevin Broom representing KM (KB);  
Tony Lyle – Wood Officer (TL);  
John Mahood - Treasurer (JM);  
Bob Smale – Grounds Officer (BS);

**2.The Minutes of the last Meeting.**

The Minutes of the meeting of 10<sup>h</sup> May 2023 were approved by the Committee, and signed by the Chairman.

Proposed: JJ; Seconded VJ

**3. Matters Arising:** CCTV improvements in the hall; JG reported that over a series of meetings with Martin Gauthier an increased capacity hard drive had been fitted into the Lorex CCTV unit which now has approximately 22 days recording capacity. During the process it was found that the mouse did not work and a new mouse has now been purchased. Remote viewing within the hall is now possible using an app on iPhone but only works within the range of the halls Wi-Fi. JG advised that to improve remote access and new IP address should be obtained. The cost for the increase in capacity was £240 and the new mouse £7.18 p. The committee discussed the proposal and decided that the present situation with regard to remote access was sufficient as it was anticipated that access to the video footage would only be necessary when there was an incident. JG will present her invoices to JM for payment.



#### **4. Reports**

**i. Chairman:** the chairman welcomed Councillor Sarah Prowse to the meeting. As a new member of the Malborough Parish Council Sarah may on occasions be the Council's representative at future MVH meetings.

There had been a problem with the kitchen sockets, fault was found in one plug which has now been sorted out. The cooker socket had never been properly secured to the wall and was held in by the grout. Now been rectified. Light in the gent's toilet was faulty, has now been replaced.

CCTV : AM will discuss with Kathy Harrad, to arrange for a pro forma invoice from the suppliers of the following equipment, towards the cost of which MPC have offered £1000. The committee agreed that this is a matter of the greatest urgency in view of the continuing spate of vandalism and disorderly behaviour in and around the skateboard park, the old pavilion and the tennis court. The system once installed will provide a camera to cover the skateboard park which will communicate using the telephone network. A new unit will be installed in the old pavilion and cameras installed on the old pavilion to cover both the Veranda and the tennis courts. To reiterate the list of equipment as reported to the last meeting of the committee, as follows:

For the old pavilion/tennis court area, RNL8 – 410 unit +2 RLC – 842A cameras, system capacity 2Tb

cost £401.53 p

For the skateboard park, one PT2 camera

cost: £229.49p

Associated solar panel

cost £29.99 p

AM and BS will examine the possibility of mounting the PT2 camera on one of the existing floodlight poles, if this is not possible, then in addition we shall be obliged to purchase a 5 m bolt down pole at a cost of

£291.06 p.

ii. **Treasurer:** in the absence of the treasurer, TC provided the committee with the year-to-date totals for income and expenditure and current bank account holdings. Full account attached to these minutes. JM had raised concern over the steadily increasing cost of electricity per month. AM undertook to attach a meter to the flow when the hall was not in use to ensure that there is no adverse leakage. (*Such an inspection was conducted on Thursday, 15 June and no untoward leakage was detected.*) VJ confirmed that the church has now paid the amounts that were outstanding.

iii. **Secretary:** TC proposed to the committee that the minutes of meetings should be copied to Councillors Mark Long and Samantha Dennis, our two new councillors in this ward to sit on South Hams District Council. This was agreed unanimously and he will approach them both to obtain their assurance that this is acceptable to them before proceeding further.



TC had held a meeting with TL to review current progress, or the lack of it, towards the installation of solar panels at the hall. There may be some assistance available towards the cost of having this work done, and in due course TC will report back to the committee on any progress.

At a recent informal meeting with Councillor Long the matter of the faulty lamppost on the slip road was raised, and TC was advised that SHDC, Devon County Council and National Grid cannot agree between themselves as to who is responsible for this lamp. Mark promised to pursue this matter diligently in the hope that common sense and historical prerogative might prevail.

**TC**

**iv. Sports:** KM have requested details of our proposed charges for the New Year, so that they can set their membership fees in a week's time. JJ proposed and the committee agreed unanimously that we would request an increase of 7.5%. In addition, KM have requested permission to install an additional storage container to hold their new tractor and equipment. One suggestion was that it might go behind the grandstand, but it was felt that local residents might not appreciate the sight of a container so near to their properties. A counterproposal raised the idea that the existing container next to the Clubhouse should be replaced with a new double container which should make the area look tidier and also provide the additional storage which KM require. JJ will discuss this with KB.

A new under-17 girls' team has been raised and they will play every Saturday during the season. There is a summer holiday season booked with Saints Southwest for 11 August, same arrangement as last year. Eolas wish to use the goals for their summer camp and this is currently being considered by KM. The area around the goalmouth will be reseeded when rain is due.

**v. Bookings:** The Folk Music evening, which was to have been held on 1 July, has been cancelled. Unfortunately they did not have any requests for tickets. The deposit will not be returned. MAD KIDS are storing the car for their next show next month in the garage. They wanted to leave it on the stage, but it was thought this was not a good idea, so they are pleased they can use the garage. The school now have their Summer Fayre from 1230 on Wednesday 28<sup>th</sup> of June. Both the Strictly show in November and the RNLI Christmas event in December have now been confirmed. Cat Nightingale has booked a few choir workshops for August.

**VJ**

**vi. Grounds Report:** by written report BS advised that the plans to remove the old floodlight posts are in place and work should be completed within 7 to 10 days. A decision needs to be made as to whether some of the posts might be used to support the proposed new CCTV camera at the Skate Park. **BS to liaise with AM.**

Weed spraying: the banks by the tennis court and the play area which were sprayed in the spring in preparation for wildflower planting are now due to be treated again. The total cost quoted by Cutting-Edge including VAT and labour is £95. This proposal was agreed unanimously by committee. BS will spray around the outside of the hall, particularly along the north wall, and also the weeds along the wall where the trees were pollarded and hopes to do that during the present warm spell.



**vii. Wood report:** no report

**5. Skate Park, vandalism, security, CCTV** - matters are under way towards the installation of new CCTV equipment see Chairman's report above.

**6. Bonfire Night 2023:** following John Butler's announcement that he would be standing down as chairman and from any further involvement on the committee that organises the Bonfire Night, the committee expressed its concern that to date no other members of the village community had come forward to help with this event. VF agreed to put an article on to Malborough Debate website pointing out that unless villagers were prepared to organise and run the event themselves, it would not take place. AM confirmed that in order to attract our usual discount, fireworks for the event must be ordered before the end of August 2023. This means that in effect the decision by the Committee will have to be taken at the July meeting as no meetings are held in August.

**7. Malborough Parish Council Matters:** the chairman congratulated Councillor Ann Kendall on her recent appointment to the chair of the Malborough Parish Council and wished to every success. AK advised that a new litter bin has been ordered for the Skateboard Park, a metal unit with a metal removable insert, total cost £300. This will not be installed until the new CCTV equipment is operating fully, in order to protect this new investment. Scarecrow Weekend: this was considered to have been a great success, although final accounts are not yet available, it is felt that the event was greatly enjoyed by the village and by visitors.

Discussions are now well underway with Fields in Trust regarding the proposed swap of land to permit the development of the planned extension to the car park at Malborough Village Hall. This is involving very complex and detailed administrative paperwork but AK expressed some optimism that the matter might be drawing to a satisfactory conclusion and will keep the committee advised of progress.

Proposed MUGA – a member of M PC is examining the proposal.

**8. Projects for 2023 – see attached list**



### **PROJECTS FOR 2023**

1. New ceiling lights for Annexe – AM will delay this work until the new CCTV systems have been installed.
2. New curtains for Hall; quotation from Ultimate Fabrics for the chosen material for new curtains in Hall :  
Fabric – 62m  
Blackout Lining – 58 m  
Curtain tape - 38m  
Total cost inc. VAT £1,611.00.  
Deposit with order requested : £620.00.  
This was agreed unanimously and JG was asked to proceed to obtain the materials for the curtains.  
JG to arrange this with JM.
3. Painting the old pavilion – the morning of Saturday, 1 July has been proposed for a work party to carry out the painting of the pavilion. Those offering to help include MV, JT, TC, SH, VF. TC will obtain paint and materials prior to that date. It was agreed that a light brown colour similar to that on the Clubhouse would be appropriate. TC will confirm to volunteers nearer the date, weather permitting.
4. Maintenance of hall floor – VJ has discussed this with the contractors and a provisional time for the work to be done has been set at the autumn half term.
5. Signs at bottom of entrance road – Devon County Council and South Hams District Council both denied any responsibility for the parking sign or the village hall sign, both of which are looking very tired. JT was asked to obtain quotations for six larger signboards to deter the public from walking their dogs on any grassed area within the MVH grounds for consideration at the July meeting. In addition, a work party will be put together to try to improve the appearance of the existing signs at the bottom of the slip road.
6. Floodlight post removal – see the Grounds Report above
7. Hearing loop for Hall – AM to investigate and come back to committee with costs
8. VJ notified the committee that the ceiling of the kitchen is now badly discoloured, possibly from damp, JJ agreed to find an odd job man to do this work.

**9. Date of next meeting – Wednesday, 12 July 2023**

**10. Chairman expresses thanks all who attended, and the meeting closed at 2040.**

**Signed as a true record :**

**A.Morgan - Chairman**

**12th July 2023**