



**Minutes of the Management Committee Meeting  
Held at Malborough Village Hall at 7.30pm  
on Wednesday 8<sup>th</sup> March 2023**

**Present:**

Andy Morgan Chairman (AM); Tim Chandler - Secretary (TC); John Mahood - Treasurer (JM); John Jevans - Sports (JJ); Val Jevans - Bookings (VJ); Janice Ginn – Safety Officer (JG); Sally Harvey (SH); Bob Smale – Grounds Officer (BS); Tony Lyle – Wood Officer (TL); Victoria Flower (VF); Matthew Villaneuve (MV); Ann Kendall (AK) representing Malborough Parish Council;

**1.Apologies:**

Jonathan Towne (JT);  
Jill Clarke (JC) representing MADS;  
Kevin Broom representing KM (KB);

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

The Minutes of the meeting of 8<sup>h</sup> February 2023 were approved by the Committee, and signed by the Chairman.

Proposed: SH; Seconded VJ

**3. Matters Arising:** None

**ACTION**

**4. Reports**

**i. Chairman**

AM advised that at a recent meeting in the Annexe of the local Young Farmers, one of the fluorescent strip tubes had been broken, he has replaced this and a charge of £30 will be made, VJ to arrange for an invoice to be sent. As reported at the last meeting, arrangements now in hand to replace all fluorescent strip lights in the Annexe with new down lighters, AM liaising with a colleague for suitable date for work to start.

Regarding the unfortunate incident in the wood on Monday evening, MV advised that he had a phone call that a local youth had been badly burnt by a flaming aerosol can which had been thrown at him in the wood by a group of youths. MV had attended, helped to arrange for an ambulance et cetera and ensured that the ground was clear and of no danger to members of the public. Following discussion in committee, including the advice from AK, it was agreed that MV would hand this on behalf of the committee and would contact police. TC will provide him with all contact details regarding the previous incident. AK advised that there had been other antisocial incidents in the village over the last few weeks. The committee expressed their relief that the youth's injuries appeared to be superficial, although ongoing medical treatment will be required for some time.



**MV/TC**

ii. Treasurer: the Profit and Loss account to the end of February 2023 has been distributed to committee members. SH referred to the cost of cleaning; our cleaner attends and as and when her help is needed, rather than on a regular weekly basis, as this fits best with her own existing schedule of other cleaning work.

iii. Secretary:

TC advised the committee that in preparation for the Annual General Meeting on the 12<sup>th</sup> of April, posters have been put up around the village, and an insert placed with the local newspaper. VF offered to place a notification on social media and this offer was gratefully accepted.

**TC/VF**

iv. Sports: JJ advised that KM have expressed a wish to use a roller on the football pitches; they will examine the possibility of using the MVH roller which may prove to be too heavy, in which case they will obtain their own roller. It was noted that while the new grass cutting arrangement is provided significant improvement in the quality of the pitches, the fact that the machine used does not have a roller has resulted in some unevenness of the surface, which the gang mower used previously could help to resolve. There have been no further developments regarding the installation of the BMX track, and to changes in the layout of the tennis courts, as discussed at the previous committee meeting.

v. Bookings: just the usual month – children's parties, and a few other enquiries. Aaron has called about possibly holding another boxing event at the beginning of June, I am just waiting to hear back from him. I joined John Yeoman and Ann Kendall from the Parish Council in meeting Mrs Stallard from the school to introduce ourselves, talk about the village and explain about the hall being busy. I believe the meeting went well. The new proposed hiring rates to commence first of May 2023 has been submitted to committee members, all new bookings will be advised of the new rates. Archive edition attached to these minutes.

Proposed: VJ; Seconded JG; passed unanimously.

**VJ**

vi. Grounds Report: grass is continuing to be cut, but in view of the softness of the ground only the football pitches are included at present. Mike Burn, tree surgeon, has been contacted and BS is awaiting a reply to discuss and obtain a quote for pruning trees adjacent to the hall.

vii. Wood report: the following quotes been obtained for a day's work for 2 men and a chipper machine to clear part of the central area of the wood.

Pitman Trees: £680 plus VAT

Teign Trees: £520 plus VAT

It was agreed that Teign Trees would be contracted to carry out the work, TL to arrange this.

Further to the discussion at the last meeting regarding the use of part of the grounds for further wildflower planting, it was agreed that a subcommittee would be established comprising TL, BS, SH and WF. The brief, to be presented at the committee meeting on Wednesday, 10 May



2023, is for a detailed comprehensive plan showing proposals with outline costing and accompanying map to cover: –

- a. Tree planning and wood clearing
- b. Wildflower planting, clearing and planting the banks identified at the last meeting of the committee.

**TL/BS/VF**

BS advised that the plan to repair and repaint the grandstand will be on hold until the weather improves, but in the meantime, he will measure up and obtain suitable fillers and paints for this work to be done.

TL advised that the Jubilee tree had died, and that he will arrange for a replacement. **TL**

TL advised that members of Malborough church had offered to help with wildflower seed planting when the time is right.

#### **5. Malborough Parish Council Matters:**

AK reported that the programme for the Coronation Weekend is shaping up as follows; on Sunday morning there will be a special servicing Malborough church, and in the afternoon there will be a picnic with games, bar, barbecue et cetera in and around the hall and that the school are planning to provide a maypole demonstration and some sports events. Discussions are underway to provide live music on this occasion. Gifts will be provided for all the children at Malborough Primary School and will comprise a sports bag for each child with a Coronation logo. This will be funded by the Parish Council.

#### **6. Ongoing matters: –**

CCTV: JG has been in discussion with Martin Gauthier regarding the enhancement of our CCTV system to provide for a bigger capacity storage facility and remote access. To increase the recording capacity to 30 days will cost £150 for a 6 TB unit plus £50 pounds for installation. To provide equipment to connect this to the Internet will cost further £50. Total spend £250. This was approved unanimously by the committee and JG was requested contact Martin Gauthier to arrange this work to be done.

While discussing the matter, the committee agreed that we should take every precaution to ensure the security of the new system and to provide that it complies with the regulations as laid down by the General Data Protection Regulations.

**JG**

#### **PROJECTS FOR 2023**

1. New fencing: expenditure as detailed as agreed and the contractor has been appointed, work to commence in 4 to 6 weeks' time.
2. New curtains: JG has investigated and obtained the following estimates: –
  - fabric and fittings £2,000
  - make up costs per long curtain dropped £35
  - make up costs per short curtain, to be undertaken by JG at no cost

Total estimated cost £2000; from this would be deducted £300 each from MAD and KATS: £2000 - £600 = £1400.



This was approved unanimously and JG was asked to set the ball in motion. It is understood that work cannot commence until September 2023.

3. New lights in Annexe – in hand
4. Yellow line painting – awaiting suitable weather conditions
5. paint the old pavilion – awaiting suitable weather conditions
6. maintenance of hall floor – VJ has in hand and will report back at a subsequent meeting
7. slip road signs – TC to contact Councillor long (SH) and Gilbert (DCC) to arrange for the signs to be repaired or replaced.
8. Clean and paint wall – see 10 below
9. see 10 below
10. Dave Prout has agreed to install an external tap as discussed earlier, for a total cost of £150 VAT. This was approved unanimously, TC to set in motion.
11. On hold see Sports Officer report above
12. TL has in hand
13. see Grounds report above
14. Error in agenda, should read “scrub all tables and benches in the hall”. This offer from members of Malborough church has been gratefully accepted, and VJ will liaise with Gill Boyce to arrange for this to be done.

**7. Date of next meeting:** Wednesday 12<sup>th</sup> of April 2023 following the Annual General Meeting.

8. Following the chairman’s invitation, all members of the committee present agreed to go forward for nomination to serve on the committee as members and trustees at the Annual General Meeting on 12 April 2023. VF as a local Co-op Member Pioneer, suggested that it might be appropriate for those attending the meeting to enjoy some refreshments, and she and SH undertook to provide these, with assistance from MV.

9. The meeting closed at 2050.

**Signed as a true record :**

**A.Morgan - Chairman**

**12th April 2023**