



**MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION**

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

**Present:**

Andy Morgan Chairman (AM)  
Ray Carr – representing SVRA (RC)  
Tim Chandler - Secretary (TC)  
Victoria Flower (VF)  
Janice Ginn (JG)  
Sally Harvey (SH)  
John Jevans - Sports (JJ)  
Val Jevans - Bookings (VJ)  
John Mahood - Treasurer (JM)  
Sarah Prowse representing Malborough Parish Council (SP)  
Jonathan Towne (JT)  
Matthew Villaneuve (MV)

**1.Apologies:**

Kevin Broom representing KM (KB);  
Jill Clarke - representing MADS (JC)  
Tony Lyle (TL)  
Bob Smale (BS)

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

The Minutes of the meeting of 11<sup>th</sup> October 2023 were approved by the Committee, and signed by the Chairman.

Proposed : VJ; Seconded JJ

**3. Matters Arising: None**

**ACTION**

**4. Reports**

- b. Chairman :** the new heater in the Annexe has now been installed, manually operated only at present. The installation is complete with RCD protection but it was found that the Internet hub in the hall was not working so the final adjustments cannot yet be made. BT have been advised and the new hub has been ordered. It is also noted that one heater in the hall is not working and this will be attended to. The committee agreed that Andy Cane who supplied the heater in the Annexe should be asked for an estimate for future use of what the cost would be to install similar equipment in the



main hall as it is appreciated that the gas heaters have been in place and in use for a considerable time.

**AM**

**b. Treasurer:** the accounts to the end of October were distributed by email prior to the meeting. Current funds show a fall of £2262, reflecting the initial deposit on the new heater. With regard to additional signatories for the online banking service from Lloyds Bank, the other two signatories, JJ and JT, can do this online and JM will help to set this up.

**JJ/JT/JM**

**c. Secretary:** thanks are extended to Gail Allen for arranging for W and W to cut the hedge which has now been done. Despite a further approach, no response has yet been received from Kingsbridge and Salcombe Chamber of Commerce regarding our membership although the Treasurer confirmed that our subscription has been paid. The secretary thanked members of the committee who had submitted ideas for a new name for the Annexe, something to be discussed further in the New Year. The offer of a donation from the organisers of Hope Cove Weekend has been acknowledged with thanks, and the idea that we would put this towards a hearing loop for the main hall has been proposed to them. No response as yet. A new indoor Christmas tree has been provided and is in the storeroom. Submissions for the December/January edition of the Malborough Messenger should be with Ann Kendal by 24 November.

**d. Sports:** little to report this month. The code on the new padlock to the tennis courts continues to be changed regularly.

**e. Bookings:** unfortunately, the Salcombe and Malborough Flower Club has folded, but there are 2 new bookings – various first-aid courses for this year and the beginning of next, and Hannah Winzer has booked most Thursday evenings next year for the ‘Clubbersize’ classes. Cat Nightingale’s ‘Pop-Up Choir’ mornings on Saturdays are going well and she has booked more for early next year. The preschool has had two very successful evenings – Murder Mystery and Bingo. Jill Clarke has rescheduled the Hope Cove Lifeboat Quiz, now on Friday, 1 December. The ‘Strictly’ evening will be on 18 November, tickets have sold well. There are two fundraisers – the school has one on Saturday, 25 November and the RNLI concert on Saturday, 2 December. The school also have a Christmas Fayre on Wednesday, 6 December.

**f. Grounds:** in his absence TC read BS’s report. The grass has had a low dose fertiliser and is showing signs of recovery. Moles were trapped on the road barrier boundary side of the field and no new workings have been seen yet. Recent weather led to KM postponing fixtures on the weekend of the 28<sup>th</sup>/29<sup>th</sup> October, and combining this with the fireworks cancellations they will have some busy weekends coming up. Dave Bawden at Cutting-Edge has been asked to cut the grass using a box pattern in order to avoid the huge skid marks which have been caused recently due to the high moisture content of the turf.

**g. Wood :** TL had advised the secretary that this is a quiet time of year in the wood, but that he is seeking quotations for hedging plants for the bank along the north side of the car park between the gas regulator and Gail Allen’s boundary.



**h. Risk Assessment :** JG has noted that the current fire assessment certificate expires in December 2023, and after discussion with the chairman it was agreed that the next assessment will be arranged to co-incide with the full electrical survey in spring 2024. It was also noted that it appears that the last check of the fire extinguishers was conducted in October 22 and TM will check his records to see whether we have paid for one since. JG requested a copy of the current insurance policy and JM/TC will provide this.

JG/JM/TC

**5. New heater for the Annexe:** prior to the committee meeting, several members of the committee had attended a short training session in the operation of the new equipment. It was generally agreed that this is a very simple process. The heater was turned on at 1910 and within 20 minutes the room was noticeably warm. It achieved its set temperature for the whole room of 20 deg C within one hour and then shut itself off. After a long discussion it was agreed that, until room hire rates are reviewed prior to the AGM in 2024, the charge for the hire of the room will remain the same. It will then be necessary to make a significant increase in hire charges both to reflect the cost of running the heater and also to endeavour start to recoup the capital expenditure.

AM

**6. CCTV:** following the installation of the new heater, the CCTV camera in the Annexe will be resited. The outstanding work to be done in the Old Pavilion has been delayed as it was felt that installing a heater in the Annexe should take priority. It is anticipated that the remaining cameras will be installed by mid-December, weather permitting.

AM

**7. Bonfire Night:** AM advised the committee, that due to the weather on 4 November the event has been postponed until Friday, 10 November. Help will be needed to put up stalls. KM have kindly agreed that the clubhouse may be used for the serving teas and coffee.

**8. Malborough Parish Council matters:**

SP advised the committee that the MPC are still awaiting a reply from Fields in Trust with regard to the "property swap".

**9. Projects for 2023.24** - with additions on the agenda

1. New curtains for the hall; JG advised that she and SH will be hanging curtains week commencing 5 November 2023.
2. Painting the Old Pavilion, second coat – postponed till spring 2023
3. Updating and refurbishment: pressure washing of the exterior of the building will be delayed until 2024

**10.** The committee expressed its unanimous appreciation to the chairman for all the work he has done throughout 2023, including installing new lights and heating system in the Annexe, additional work on the CCTV et cetera.



**10. Date of next meeting:**

**Wednesday, 13<sup>th</sup> December 2023 at 7.30pm in the Annexe.**

**11. The meeting closed at 2035**

**Signed as a true record :**

**A.Morgan  
Chairman**

**13<sup>th</sup> December 2023**