



**Minutes of the Management Committee Meeting
Held at Malborough Village Hall at 7.30pm
on Wednesday 11th October 2023**

Present:

Andy Morgan - Chairman (AM);
Ray Carr– representing SVRA (RC)
Tim Chandler - Secretary (TC);
Jill Clarke – representing MAD (JC);
Victoria Flower (VF);
Janice Ginn– Safety Officer (JG);
John Jevans - Sports (JJ);
Val Jevans - Bookings (VJ);
Tony Lyle – Wood Officer (TL)
John Mahood - Treasurer (JM)
Sarah Prowse– representing Malborough Parish Council (SP)
Jonathon Towne (JT);

1.Apologies:

Kevin Broom representing KM (KB);
Sally Harvey (SH);
Bob Smale – Grounds Officer (BS)
Matthew Villeneuve (MV)

2.The Minutes of the last Meeting.

The Minutes of the meeting of 13th September 2023 were approved by the Committee, and signed by the Chairman.

Proposed: JJ; Seconded VJ

3. Matters Arising:

None

4. REPORT

ACTION

i.Chairman: a large selection of cutlery has been donated to us by Marine Quay in Salcombe, and our gratitude was expressed. VJ will arrange for this to be stored appropriately. The chairman will notify the authorities of the power requirements for our Christmas light display in December. AM has been in touch with Leaf-it-out who will quote for additional rubbish bins which we can order as and when required for special events like weddings, theatre shows et cetera.

AM



ii. **Treasurer:** the accounts to the end of September were distributed by email prior to the meeting. Cash has been received from KM being their contribution for the coming football year. The new lighting in the Annexe has been paid for. The cost of disconnecting the gas supply to the heaters in the Annexe is included in the accounts to the end of September. VJ requested details of the invoice numbers for all outstanding amounts. JM will investigate the possibility of a second person being added as an authorised “signatory” for use with the online banking service at Lloyds Bank.

JM

iii. **Secretary:**

W and W: Gail Allen has kindly arranged for the gas utility company to cut back the hedge between the gas regulator and the corner at the top of Collaton Road, and the job is on the list to be done as soon as possible. TC confirmed that Gail Allen’s resignation as trustee of the Association has been duly registered with the Charity Commissioners. TC expressed his thanks to VF and TL for their help in obtaining possible sources for grants towards future expenditure. VF will contact Gail Allen to discuss her success in the past and perhaps add to the list of possible grant sources. TC has yet to receive any response in to his approach to the Kingsbridge Chamber of Commerce, as reported at the previous meeting. Following the new lighting installation in the Annexe, he reminded the committee that prior to the COVID outbreak they had discussed the possibility of raising the profile of the hall for the use of local businesses. In this regard he suggested that a new name for the Annexe might be appropriate as the word ‘Annexe’ might suggest it is merely a lean to! The..... Room is a possible alternative and committee members were asked to submit ideas for discussion at the next meeting. TC had received a request from the Parish Clerk, in advance of the next Parish Council meeting, for confirmation that the committee was still 100% behind the development of an extension to the car park and that the Council’s negotiations with Fields in Trust to arrange a land swap was still agreed by the committee. This was agreed with one abstention. An email has been received from the organisers of the Hope Cove Weekend advising that from the net proceeds of the 2023 event they would like to make a donation to the Association, but that it should be used for the benefit of the young people or the elderly of the village. After discussion it was felt that this money might go towards the planned hearing loop for the main hall, designed to help those hard of hearing to enjoy everything which takes place there. TC will contact the Hope Cove Weekend organisers to express our thanks and appreciation and explain how we would choose to use any donation they care to make.

TC

iv. **Sports :** JJ advised that a new padlock has been fitted the tennis court, and has already been the subject of the attention of vandals who have damaged but not destroyed the new padlock. He requested the sum of £50 to purchase a suitable sign to be erected at the tennis courts with instructions on how bookings may be made. The code on the padlock will be changed regularly.

At a recent weekend, there was an incident at the Clubhouse. During a girls’ match the door had been left open and cash had been stolen from within the Clubhouse. It had been noted that the door had been inadvertently left open and a youth in a grey hoodie on a bicycle was seen in the area.

The pile of rubble adjacent to the Grandstand has now been removed which enhances even further the appearance of the recently refurbished Grandstand.

v. **Bookings:** the Boxing Event in December has been cancelled. Aaron is holding just one event a year from now on. Keith Steer is very happy to continue hiring the hall for the two Horticultural shows, but as numbers fall, he will now use the West Alvington hall for the lunches next year. Joey Rowell has organised a Murder Mystery Evening this Saturday, and there is a Bingo evening next Saturday, and Jill will be presiding over the Hope Cove Lifeboat Quiz on the 28th. Joey has also arranged another Bingo evening on Friday, 3 November and the Strictly Show is on Saturday, 18 November



An excellent performance from KATS last week. They have asked if they could leave the stage apron out for the two weeks before the show next March. It was explained that unfortunately this would not be possible due to the number of other hirers of the hall during those weeks. Care has to be taken to ensure the safety of all users, including the 40+ schoolchildren who frequently use the hall.

Piano tuner attended on Monday, 9 October. Fine Shine had been booked to clean the carpet in the Annexe on Monday morning, but then postponed until 3 PM, which was too late as Pilates would begin their session at 5.30pm, so the arrangement will be reappointed.

vi. Grounds Report: the new DOG signs, currently stored in the Storeroom will be moved to the Old Pavilion and it is hoped they will be put up in the next two weeks. Similarly a start will be made on cutting back the concrete posts on the bank adjacent to the Play Area and of cutting down the old floodlight poles. Mole activity had been noted around the field, the Mole Catcher had planted three traps on the boundaries which will be lifted on Friday the 13th due to grass cutting on Saturday 14th, weather permitting, whereafter the traps may be reset if required.

Cutting-Edge have applied a liquid fertiliser to aid the recovery of the grass to improve the playing surface.

Research has been done on how to improve and thicken the grass long-term and after discussion with Kevin at KM it was agreed that a technique called "Direct Drilling" would greatly enhance the quality of the pitch. Discussions will take place with two local agricultural contractors who have the appropriate machinery, and discussions held with KM with a plan and the budget, as they have offered to pay for this work. If successful this will be undertaken in spring/early summer 2024.

BS

VI. Wood report: TL reported that there had been an excellent turnout for the wildflower planting sessions with a team comprising members of SMASH, a team from the church as well as other supporters. Two areas of wildflowers have been planted within the grounds of the hall, one along the footpath by the corner at the top of Collaton Road, and the other adjacent to Gail and Geoff Allen's hedge as before. Brambles in the wood have been trimmed back but have left enough cover so that wildlife may be continue to thrive. TL suggested that we should apply for a grant to help towards the cost of planting suitable hedging along the Salcombe Road bank between the gas regulator and the gate into Geoff and Gail Allen's house, and will discuss this with BS.

TL,BS et al

5. New Heaters for the Annexe: all committee members had been provided in advance of the meeting with a summary of the quotations received for installing an air-to-air heat recovery system for the Annexe to replace the faulty and condemned gas heaters. Committee members had been invited to compare the quotations and after discussion it was agreed that the contract would be placed with AJT Cane and SL Cane of Newton Abbot, whose quotation was comprehensive and included installation, warranty and servicing. AM agreed to take responsibility for all the electrical work involved, and would submit a pro forma invoice to JM covering the cost of the equipment which he will need to purchase in advance. TC will advise Andy Cane of the committee's decision and request a pro forma invoice for the deposit so that he may obtain the materials and commence work. Is understood the lead time is 2 to 3 weeks from date of order. Once Andy cane can provide a week in which he wishes to carry out the work TC will liaise with VJ to establish a "window" in the booking schedule so that the work may take place undisturbed, and without disturbing any hirers. Total cost of the work quoted including VAT: £4,494. Councillor Dennis has already offered support towards the cost in the sum of £500.



TC

6. Closed-circuit television : on investigation 'point to point' units previously installed were faulty; new units were purchased by the Parish on our behalf and were found, Initially, not to work either. With outside help AM was able to get them working. He anticipated that CCTV in and around the Old Pavilion would be up and running within two weeks. This will comprise a Dome camera in the Veranda, which will be vandal proof, a camera overlooking the tennis courts and the third camera covering the area towards the newly refurbished Grandstand. The lamppost for installation by the Skateboard Park has been collected from the garden of the Parish Clerk and is now stored in the Old Pavilion. AM asked for a team of helpers to decide the appropriate site near the skate park where the final camera may be installed.

AM

7. Bonfire Night

AM received approval for payment of a pro forma invoice to purchase the Glo Sticks for sale on the night in the sum of £432.82 p which he passed to JM for payment. Fireworks are due to be delivered this week. Justin will open the Bonfire Site on about 14 October to receive suitable flammable material. JC agreed to take in all monies collected on Bonfire Night, hold them overnight and that a team may go to her home on the Sunday morning to count the cash. Volunteers are needed to help with the meat bar which this year will be pulled pork. AK had advised that she and her husband no longer wish to take part in the hog roast and the chairman expressed his thanks on behalf of the committee for all the work they have done in recent years. JG agreed to take over this role. JJ and VJ will look after the buckets for collecting cash on the night. It was agreed that the new owner at the Old Inn will be asked if he would help by cooking the meat.

AM et al

8. Malborough Parish Council Matters: SP confirmed the matters raised by TC earlier with regard to the land swap which should be finalised at the next Parish Council meeting. She raised the question of a request that the hall may be available as the Project Community Access for police and emergency services, and also perhaps as a drop-in centre. Committee members, while aware that the police had always been given full cooperation in access to and use of the hall, were doubtful as to whether it would be suitable as a drop-in centre, but left the door open to further discussions.

10. PROJECTS FOR 2023/24 – with additions onto agenda

1. New curtains for Hall; in hand, fabric cut out, work commencing soon for completion late autumn. JG has finished her curtains.
2. Painting the Old Pavilion, second coat – postponed to spring 2024
3. Maintenance of hall floor delayed because of financial situation
4. Christmas lights : VJ reminded the committee that the indoor Christmas tree has come to the end of its useful life and needs to be replaced. TC offered to provide a replacement tree and will deliver this to VJ.
5. Updating and refurbishment: RC expressed the view that in his opinion and that of many others, the exterior appearance of the hall left much to be desired. The committee agreed with this view, and it was agreed also that a contractor will be employed who in the first instance will pressure wash all outside walls. Once the plans for the car park extension, as detailed above and previous meetings, has been approved and work has started, the question of the refurbishment and uplifting of the new approach into the hall from the south side will be considered in the light of RC's comments with a view to making the building more attractive to hirers.

**Malborough Village
Hall & Playing Fields
Association**

A Registered Charity No. 268019



TC suggested that in order to make the Annexe – perhaps under a new name – more attractive for hiring by local businesses, following the installation of new heating the interior would benefit from a coat of paint, the obsolete pictures removed, the doors painted over with a lighter colour and a new noticeboard installed.

(It is also the opinion of the secretary, which was not expressed at the meeting, that the storing of empty chest freezers immediately outside the door of the room does not lend itself to a very 'professional' appearance).

9. Date of next meeting – Wednesday, 11th October 2023

10 Chairman thanked all who attended, and the meeting closed at 2055.

Signed as a true record :

A.Morgan - Chairman

8th November 2023