

**Minutes of the Management Committee Meeting  
Held at 7.30pm on 6<sup>th</sup> May 2015  
In the Annexe**

**Present:**

Val Jevans (VJ), John Jevans (JJ), Gail Allen (GA), Margaret Pearse (MP), Pat Wood (PW), Andy Morgan (AM), John Mahood (JM), Andrew Hedges (KM Rep)

John Yeoman (JY) attended as the Parish Council Representative

**Apologies:** Jill Clarke (JC), Alan Purchase (AP)

**The Minutes of the last Meeting** were approved by the Committee with the exception of a note from Gill Boyce to say that under the Sports Report the paragraph referring to the Stag Party should state The **Old** Vicarage. The Minutes were signed and the amendment initialled by the Chairman.

**Matters Arising from the Minutes not covered by reports below:**

**Chairman's Report:**

**Coin Meter.** AM will endeavour to do this in the forthcoming week.

**Action: AM**

**Old Pavilion.** This is yet to be sorted.

**Action: AM**

**Portable Appliance Testing.** This was last done in April 2014 and thus needs re-doing.

**Action: AM**

**Treasurer's Report:**

It was noted that the year to date income figures are improved on 2014 despite the credit which had gone through for the Grass Grid Contributions of £250. VJ told the meeting that the majority of bookings are made through the internet but it would seem that Friday evenings are not favoured. AM wished to book the Hall for Friday 10<sup>th</sup> July for KM.

GA also noted that the kitchen cooker is dual fuel with only the electricity metered and not the gas. Gas costs and income to be reviewed at the end of the year.

**Aged Debtors:** No payment has yet been received from Malborough Moonrakers. VJ has chased the Pre-School for their outstanding payment but has not yet heard back. Stacy Collard has not yet paid the deposit for her wedding, despite reminders.

**Secretary's Report:**

**Repaired Upper Window in Hall.** Paignton Glass are making a new, replacement window. GA had asked them to install this window before the 7<sup>th</sup> May. Despite a reminder no date for installation has yet been organised. JM advised that he has had problems with this company.

**Plymouth Gilbert & Sullivan Fellowship.** As mentioned at the previous meeting, the Fellowship are returning to Malborough on December 12<sup>th</sup> to perform a Christmas Concert of excerpts from various G & S performances. Advertising for this event has been sent to the Information Centres with ticket sales anticipated to commence from 1<sup>st</sup> September and also at Malborough Post Office. GA has organised online ticket sales through Ticketsource.co.uk. This information is being shown in the current PGSF brochure being handed out during their current Carmen performances.

**Outside Noticeboard.** OTM have provided a quote for the work involved in altering the contact details on the outdoor sign and for a laminated water resistant poster which gives information about the Online Calendar. The cost of this work is £106 + VAT. The Committee agreed that this work should go ahead so that the correct details are displayed.

**Action: GA**

**Conifers.** This is now diarised for September to prevent disturbing nesting birds. The grant application made to Devon Community Foundation for assistance in erecting a boundary fence and native hedge has been rejected on the grounds of lack of priority.

**Autofill Water Boiler**

Following the failure of the boiler in the kitchen, this was removed and examined. It was found to be beyond repair and, it would appear, no descaling had been carried out. GA bought a replacement from

Nisbets Clearance with whom a deal was done at £150. However, they supplied 3 of these boilers which, on installation, failed to work correctly. Finally, after agreeing to ensure the boiler was fully tested prior to despatch there is now a slightly better model, at the same price – this is a Burco Autofill Boiler. There is a one year guarantee on this boiler.

**Cleaner.** Sadly, for various reasons, Irene has decided to resign from the position of cleaner to MVH. She has been a most loyal worker, as we are all aware. However, she could not be persuaded to change her mind and her last day with us was 30<sup>th</sup> April. Fortunately, Hayley Pepperell has joined us with her first day being Tuesday 5<sup>th</sup> May. She will continue to make Monday mornings her main cleaning time and will pop in and out of the Hall at other times to ensure all is in order before / after hirings.

**Christmas Trees.** GA has removed the dead Christmas Tree at the entrance to the Car Park and found a supplier (Dartmoor Christmas Trees) from whom 2 trees were purchased at a price of £15 each. These were immediately planted watered daily during the dry weather. Jonathan Hawtin and Pat Wood have both sponsored these trees.

**Dishwasher.** GA has researched the market for a dishwasher for the Main Hall Kitchen and has identified one which can be installed without too much disruption. It needs a 13 amp socket, plumbing and removal of one cupboard. The Committee were provided with a costing of purchasing and installing this item. There followed a debate on the necessity of such an item being purchased given the extensive list of projects the committee had discussed at the April meeting. JC had sent an email to express her disapproval of such a purchase. PW felt that, as they had fundraised for this then the purchase should be made. JY queried why this had not been included on the project list discussed at the April meeting. As PW and MP had decided to hold several more bingo sessions during the year with the money raised to go into the project list items, then it was agreed that the purchase of the dishwasher would be made. **Action: GA**

AM made it clear to the meeting that the use of all future fundraising profits should be discussed within committee so that a consensus is achieved. As discussed at the previous meeting, the heating system is very old and is the priority along with the Hall floor. It was suggested that the recent legacy could be used for the heating.

**Metal Grid outside Hall Fire Escape Doors.** GA has asked Tony Lyle to see if he can identify more substantial grids than the existing (which have already been replaced once). They are clearly not strong enough to withstand heavy loads being carried across them.

**Dart Fire Inspection:** The annual Fire Extinguisher check was carried out on Tuesday 5<sup>th</sup> May. Two extinguishers were found to need replacement and GA authorised this. We are now fully covered for the next 12 months.

**Keys:** Additional keys have been cut for the Annexe (both the inner door and the Entrance Door). One of the entrance door keys is to be handed to the Scaffolders on Monday 11<sup>th</sup> to enable them to access the toilet facilities. They will return the key at the end of the week when they have completed their work. NB the entrance door key is a security key and thus needs verification by Burfords before they can cut a copy. The card sent out recently had been returned unsigned however Geoff Allen had taken his passport with him as proof of address and has now signed the card as a signatory to authorise future copies.

**Traffic Cones:** GA had a discussion with PC Dave Gibson about parking and traffic cones recently and has been referred to Adam Keay of DCC who has forwarded the request to the events contact for DCC. The police are unable to help with traffic issues because of lack of resource.

#### **Facilities:**

Geoff Allen continues to do the regular weekly litter picking around the grounds. Following the hiring for the Monster Mash event it was reported that one of the seats in the Ladies Toilets was broken. GA purchased and fitted a replacement. GA has also de-installed and installed each of the Hot Water Boilers received.

#### **Sports:**

JJ attended the AGM for Moonrakers AGM which was poorly attended. The Club is in need of new members and had been spreading the message to get new players. Their outstanding invoices had been sent to Mark Rosewarne but not passed onto Mark Lidstone (Treasurer) who is now querying water usage charged as they had only used the plastic pitch. AM confirmed that they had, indeed, used water. JJ to report back. **Action: JJ**

JJ has signed up another new annual ticket holder for the tennis courts. The tennis coaching continues each Sunday with Patrick Parfitt and JJ has informed other local schools with already one reply back from Aveton Gifford.

#### **Booking Officer:**

Quba Sails have booked 27<sup>th</sup> and 28<sup>th</sup> May. KATS have booked dates for 2017. It was reported that the Monster Mash event was noisy and left broken glass. Security needs to be revisited prior to this event if booked next year with marshalls at each exit point off the concrete to prevent alcohol being taken off site. Good cause but need to work with them. VJ had an enquiry regarding wheelchair Rugby enquiry from one of the car boot stallholders – Jenny Young. It was suggested that further investigation should be made into how this works and whether or not it would be likely to damage the Hall floor.

Simon Drew is away a great deal so unable to commit to booking a talk.

The BBC is filming in the area for the next 2 – 3 months and as they were very pleased with our car park they are coming again for 24 hours. It is also good that they are bringing money in for the Hall. If the series proves to be successful then more filming will follow.

JY observed that the recent Hall and Hearty Evening proved to be enjoyable and VJ suggested that perhaps an Italian Evening would be good.

#### **Hall Roof:**

The Scaffolding company arrives on Monday 11<sup>th</sup> May to commence their work. JM has a key to the Annexe which he will give to their representative on the first morning. They will use the toilets in the Annexe and will ensure the Annexe is left locked. On completion of their work they will return the key. JY will be calling in each day to check the progress of the work. The roofing work starts on Monday 18<sup>th</sup> May. There will be a small fenced off section in the car park where the removed tiles can be stacked ready for collection by the Reclamation Depot. Wood removed from the roof will be taken to the bonfire site and Jonathan Hawtin has been lined up ready to burn this as necessary.

#### **Car Boot Sale:**

This was a relatively successful event with a profit of £307.99 (less advertising). Dave Crunchie donated £10 towards our funds. Estimate for net profit is £250.

#### **Fete:**

AM agreed to run the BBQ on the day with JM assisting. There is a good selection of events, stalls, activities currently arranged for the day.

#### **Any Other Business:**

JJ asked if there was to be any KM Training on the weekend of the 5<sup>th</sup>/6<sup>th</sup> June as the Open Gardens team would like to be able to offer the Village Hall Car Park. It is also necessary to check re any cricket matches planned for that weekend.

AH expressed his thanks to MVH for inviting him to the meeting. The Committee agreed that it was important to have a cross section of Hall and Playing Field users being represented. GA noted that the nets in front of the New Pavilion are torn and a general mess. This is in hand. However the cricket nets are more important – need to be up before the end of May. New scaffold poles are necessary as they were bent in the strong winds.

GA again noted that dogs are being taken onto the field. AH agreed to encourage coaches to remind all concerned.

***The meeting closed at 21.02 pm***

***The next meeting is due to be held on the 10th June 2015***