

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

Minutes of the Management Committee Meeting Held at 7.30pm on 13th July 2016 In the Village Hall Annexe

Present:

Gail Allen (GA), Andy Morgan (AM), John Jevans (JJ), Val Jevans (VJ), Jonathan Towne (JT), Duncan Pope (DP), Pat Wood (PW), Margaret Pearse (MP)

Ann Kendall represented Malborough Parish Council.

Apologies: Alan Purchase (AP), John Mahood (JM), Jill Clarke (JC), Tony Lyle (TL), Madge Bailey (MB),

The Minutes of the last Meeting. The Minutes were approved by the Committee and signed by the Chairman.

There were no Matters Arising not being dealt with in Reports below

Chairman's Report:

EDF: AM reported that the invoice discussed at the last meeting was made up from historical data previously supplied. The Committee agreed that without seeing sight of this historical data the invoice should not be paid - particularly when the overall cost had been calculated as being considerably less. AM to follow this up.

Action: AM

Annexe Link: Andy Guard has this in hand. AM to follow up.

Action: AM

Goal Mouth Seeding: Turf is being delivered this week. AM asked that JJ report to MB that KM need to stop training using the goal mouths so that they are used solely for matches – thus reducing the wear. The new Practice Goal is yet to be laid with astro-turf. Note: the Junior Goals are still in position.

Action: JJ

Cub Garage: AM has been in touch with Mervyn Johns re the cub garage. Most of the equipment etc has been moved out with just a few items remaining. There is a tent available which MVH may keep if so wished. The rest is to be moved shortly or skipped. This would leave suitable storage for the cricket roller when it returns from Kingsbridge CC. Mervyn will also speak to Dave Crunchie re the storage of the bouncy castles currently in the garage.

Old Pavilion – shiplap: AM to continue with this work when possible.

Action: AM

Ex-Bonfire Stock: AM has monies from sales of ex-bonfire stock.

Action: AM

Treasurer's Report: (JJ acting on behalf of AP)

Account Balances: Treasurers: £20,383, Reserve: £13,334, Wood: £3,998, NSI: £4,522

The cheque for the share of proceeds from the Scarecrow Trail, payable to Malborough Church needs to be made out to Malborough Parochial Church Council. JJ to arrange amendment with AP.

Action JJ

GA queried the bank mandate with AP – signatories are currently AP, TL and Geoff Allen. As Geoff Allen is no longer on the Committee GA felt that he should be replaced with a committee member. JT suggested 2 more as the process with Lloyds Bank is difficult. JJ and JT agreed to be added onto the mandate.

The latest Debtors List dated 12th July shows that Moonrakers have paid their £14, the School has been invoiced £396. However 2 outstanding items remain: Kingsbridge Young Farmers from April - £70 (PW to chase with her contact)

Action: PW

Tom, Garden Furniture, has an outstanding hire of £65 from a returned cheque. (Tom has not made any bookings at the Hall recently, which is unusual, and VJ has not been able to contact him. ?problem with his business).

NB: The accounts do not reflect the payment of £914.38 to be made to Malborough Church re the Scarecrow Trail.

Secretary's Report:

Re-decoration of Hall. Dave Rundle has produced a quotation to redecorate the Hall, estimating that the work would take in the region of 14 days. He suggests that rather than have the painting done before the floor is sealed (because of the dust produced) it would be preferable to undertake this afterwards and also during a time where he will not be doing outside work. He has allowed for 2 coats to ensure good coverage. His total cost is £2230 including materials. He also suggests that a plastic cover be positioned under the kitchen hatch area to prevent damage to the paintwork from people kicking it. A possibility could also be tongue and groove boarding? Geoff Allen has suggested that we could install varnished wooden strip along the opposite wall to prevent damage from stacked chairs and tables. The committee also felt that table trolleys would be a good idea rather than stacking on the floor – thus making setting up and cleaning easier.

GA queried if the metal bracket high up on the Hall is needed. It was confirmed that this is needed for additional lighting for theatrical performances etc. Dave Rundle will coat it with Hammerite.

The committee agreed to accept Dave Rundle's quotation and GA/VJ to discuss suitable dates with him.

Action: GA/VJ

Co-op Community Fund. MVH has been registered with this fund and we are advised that we will hear further in September. GA has included the continuation of the Annexe project by applying for low energy lighting and interactive whiteboard which would be beneficial to many groups meeting there and could also encourage greater hirings from training/business groups. AM to research re the lighting.

Action: AM

Overflow Parking. At the June Parish Council Meeting, Cllr Goodhead reported that parking was chaotic again on the Collaton Road when, apparently, the overflow parking was not open at the Hall. It was thought this may have been the night of the KM Awards. KM to be asked to ensure that they make provision for additional parking should they hold another large event and provide car park marshalling.

Action: JJ

AK reported to the meeting that there were shortly to be double yellow lines painted on the left hand side of the Collaton Road and, in addition, the Parish Council has paid for a flashing speeding warning light to be positioned in the Village.

MVH needs to ensure that all Hirers and Users of the Hall do use the car park and overflow parking (when available) before parking in the slip road. Hirers should also make their users aware of what parking is available when coming to the Hall.

Branches overhanging bench on the Collaton Road near Hall entrance. Cllr Goodhead brought this matter to the attention of the Parish Council at their June meeting and MVH have been approached to action the matter. However, the offending trees are not on MVH land. GA has had a quotation from Andrew Marsh for the necessary work which includes the removal of one Sycamore tree very close to the public footpath and also to cut back the offending branches on a second tree. The quotation was for £160 to include strimming the area around the public bench. AK requested that this quotation be forwarded to the Parish Council for discussion at their next meeting on Wednesday 20th.

Change of Committee Contact info: GA had circulated a revised committee list to reflect various changes in email addresses.

Sports

GA had noted that the tennis nets had been lowered and thus dragging in the wind.

Action: JJ

JJ reported that there had been an enquiry from Willpower Fitness – Will Wood – for the hire of playing fields for an event. JJ had quoted £150 for hire for day with a possible catering opportunity for KM too. It would have been necessary to reserve the right to cancel in event of bad weather to prevent damage to the pitches.

However, Willpower Fitness had decided to hold the event at their own gym this year.

There have only been 2 cricket matches played since the last MVH meeting with other possibles cancelled by other teams.

As the perimeter of the playing fields etc had grown, GA suggested that we should get this cut with a tractor. It was agreed that GA should approach Mark Rossiter to see if this would be at all possible. Once cut down then the gang mowers should be able to cut further outside their current area.

Action: GA

Booking Officer:

VJ has had a request from KATS for 2018 to book 2 weeks in March – despite the fact that they had suggested they would be cutting down their time at the Hall.

There is a query over whether or not Zumba will continue. The last class was for only 4 people as the organiser had cancelled many previous sessions. Baby ballet is still continuing.

An income of £1400 had so far been received from BBC – a good source of additional monies.

VJ has had enquiries re Pilates, Tai Chi and also Sign Language Class for young children (the latter being interested because the Annexe has a carpet).

VJ is meeting Eleanor Fish on Sat the 16th July re wedding booking in September.

NRI Fabrics will be holding fabric sales next week. The times of these sales to be advised so that they can be published on the MVH Facebook page. **Action: VJ/GA**

AK queried whether or not Quba were holding any sales. Nothing yet heard which is unusual.

Wood:

TL has asked Jonathon Hawtin to keep the brambles off the path until the new Village Access Path is in place. He has also serviced the gangs and set them to a good cut and has asked for a small cash fund for grease tools etc. (GA has advised that if he submits his expenses for these AP will pay promptly which should eliminate the need for a cash fund).

TL has ordered the corrugated sheets for the roof of the Grandstand and will deal with the work on his return from holiday. **Action: TL**

Bonfire Night

GA has a contact with Kingsbridge Sea Scouts to see if they are able to help with clear up. **Action: GA**

AM reported that Mervyn Johns has a gas fired urn which could be used.

Howard of The Dinner Service has agreed to do the Hog Roast again.

Bonfire Committee of Margaret Pearse, Val Jevans, Gail Allen, Andy Morgan. ? MB. JJ to advise that the Senior Footballers should not arrange a game for Saturday 5th November. **Action: JJ**

AM to find senior footballers to be involved with the committee. **Action: AM**

KM to marshall the ban on sparklers and JJ to advise MB that KM should not play on Sunday 6th. **Action: JJ**

Volunteers: Mr and Mrs Kendall, JT.

GA to organise a meeting of the committee to plan the event. **Action: GA**

AK advised that there is a minority within the Parish Council who feel that the event should not go ahead – mainly because of the parking problems. This does need to be marshalled. There could be a possibility of the fields behind the Co-op.

There was a request that the fireworks should be set off slower this year.

GA suggested that there should be a backup date in case of bad weather on the 5th – it was decided that this should be Monday 7th.

Bingo – Friday 15th July

There were volunteers to help with the setting out of the tables and chairs on Thursday pm and also those willing to help serve and clear away refreshments and also clear away on the Friday.

Village Access Path

GA is waiting for the final information from the last contractor after when she will be able to submit the full spreadsheet to the Parish Council for consultation. **(Post meeting note – this is now received and all information send to Debbie Ede, Parish Clerk.)**

Any Other Business:

MVH Plan: GA asked if DP could adjust his plan of MVH area to show the correct positioning of pitches. This plan can be used on the website and also on an MVH brochure. **Action: DP**

Annexe Clear up: Working party has been organised for week beginning 31st August to remove the carpet, thoroughly clean the tiles, prepare the walls / woodwork / replace curtain rails. Paint walls in same colour as Hall – Soft Yellow. GA to contact Palladium to see if they may be prepared to supply paint. **Action: GA**

New curtains to be made with fabric purchased from Fabric Sale in Hall in July. **Action: VJ, GA, PW, MP**

As one of the hiring enquiries had been based on there being a carpet in the Annexe it was felt that a large carpet could be purchased that could be rolled out when necessary.

With the change in lighting planned for 2017 this would be the best time to arrange for the ceiling to be skimmed and painted.

Honours Board: JJ suggested that, as part of the Hall re-decoration, the honours board should be updated. GA to give contact details. **Action: JJ**

Cutlery: MP asked if anyone knew where cutlery supplied some years ago had gone to. No knowledge on this. In addition, a box which had contained kitchen knives was now empty.

Flower Club: PW informed the meeting that at a recent Flower Club meeting they had been advised that an email had been received stating 'the fire escape doors leading onto the car park were not to be used because they were weak'. As neither VJ nor GA were aware of this email, GA offered to contact one of the Flower Club members to ask for a copy of this email. **Action: GA**

New Heaters: PW asked if KATS could be asked not to cover the heater next to the stage with their scenery. AM explained that, because of the layout of the stage, this was necessary to give a greater area to use. However no hirer was to make changes to the heater settings.

The meeting closed at 21.07 hrs. The next meeting will be on 14th September 2016