

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

Minutes of the Management Committee Meeting Held at 7.30pm on Wednesday 12th December 2018 In the Annexe of Malborough Village Hall

Present:

Andy Morgan (AM), John Jevans(JJ), Val Jevans (VJ), Duncan Pope (DP),
Tim Chandler (TC); John Mahood (JM). Jill Clarke(JC); Jonathan Towne (JT);
Malborough Parish Council represented by Ann Kendall (AK).

1.Apologies:

Margaret Pearse (MP). Gail Allen (GA).

2.The Minutes of the last Meeting.

The Minutes of the meeting of 14th November 2018 were approved by the Committee and signed by the Chairman.

Proposer: Val Jevans; **Seconder:** Jill Clarke;

3. Matters Arising from the Minutes:

a.TC advised that he had investigated the opportunities for the committee to seek to register to license the Hall for civil marriages but that the cost made the proposal financially unviable.

b.JM advised that he had examined the situation with regard to the costs for our electricity, and spoken to several suppliers. He has negotiated a better rate from our existing supplier, and in view of the current uncertainty in the electricity supply market he has fixed for 4 years.

4. Reports

Chairman's Report (AM): all electrical work in the Shower Room is now complete.

Treasurer's Report (DP):

DP advised that there are 5 overdue receivables and these are being pursued for payment.

Balances as at 31/11/18

Treasurer's account: £25,896.92p

Business bank instant (Wood a/c): £3,673.47 p

Business bank instant: £13,352.15p

NS and I: £4,590.15p

DP/VJ

Secretary's Report (TC): no report

Sports (JJ):

A quiet time of year, STFC have a match on 22nd December, weather permitting.

Gang mowers: GA had met with the contractor who advised that the lightweight construction proposed would have a very limited life. He suggests that Tony Lyle's second proposal, whereby the roof be extended down to a block wall and with secure doors at each end would be more viable. The truck could then drive in and out of the construction if it's made long enough. We had received an estimate of £3200 but it is unclear if this includes a concrete base, which would be necessary. A

detailed quotation is awaited from JMV for comparison. Tony has advised that the gangs had been greased and the blade sprayed with WD-40 but they are rusting again. He suggested we purchase a robust tarpaulin to protect the gangs meanwhile. This will be investigated by John Jevans.

JJ

Booking Officer: (VJ)

The wedding that had been booked for weekend of 15 December has been postponed until the weekend of January 4/5/6. The hirer has been told that they must be clear of the hall by 9:30 AM on Sunday 6th to ensure that MAD have free access.

Karate class is going well and will be continued next year. Another exercise class will be starting on Thursdays from February, to run 6.30 to 7:30 PM. Monster Mash event is back in May.

A meeting is arranged with U3A in January to take their bookings for 2020. We have dates booked already for MAD, MAD KIDS, KATS and the Horticultural Society for 2020.

5. Christmas Tree

As time was running short and with many Christmas activities in the village our benefactors have decided that if we wish to have a 'switch on' and carols round the tree we should get organised earlier on in 2019. They have actioned payment of £100 towards the tree and lights.

6. Projects

a. Car Parking

Following the decision at the November meeting to use GOLPLA, GA has consulted with the Development Manager at Fields in Trust who advised that although he cannot pre-empt the decision by the Trustees, given the discussions they have had at previous Trustee meetings he does not think permission will be granted for the *whole* area to be developed as per our plan. He feels however that permission would be granted to the area in front of the Hall (which will give better access to the front door and better disabled parking) and also the overflow area currently in existence but unusable under soft ground conditions. He said we could send 2 plans to detail the whole area and also reduced area. Committee agreed that this should be done.

GA

b. Fire doors

South Hams Double Glazing will attend site to repair the window mechanisms when the parts have arrived, and will be asked to look at the faulty doors with a view to quoting for repairs or replacement as necessary.

Despite various signs on the doors, hirers are still using these as exits. Nick Tee and Claire Tapper have advised that they found one of the doors on the western side of the building open and not secured. On Monday morning 10th of December, GA went into the hall and found the fire exit onto the concrete apron on the western side fully ajar. Had the weather been inclement significant damage might have occurred.

c. Shower Room

The work is now complete, the Parish Council have moved into their room, and all fittings have now been put into the new toilet, and the new hot water heater for the handbasin has been connected.

It has been possible to clean out the under stairs cupboard in the main hall and remove all cleaning equipment and consumables, leaving the large floor brushes, the second vacuum, second mop and bucket, dustpan and brush et cetera. This will enable hirers to leave the hall in a tidy state. Hayley has been asked to leave a supply of cleaning materials and binliners under the

sink in the main kitchen. The committee expressed the hope that the binliners would be of a suitable size as in the past they have been too small for practical use. All other items are locked in the cleaner's cupboard, which has been fitted with shelving. This should enable us to monitor consumables.

Following the meeting committee members viewed all the new facilities and thanks were expressed to all who had worked so hard to make this venture such a success.

GA

d.Keys

Access to and distribution of keys to the hall building was discussed and a suitable procedure was agreed.

e.Hall Floor

Following the damage inflicted by the faulty wheel on the stage extension, the floor was refurbished on 13th November, GA expressed thanks to all those who helped move chairs and tables et cetera, away on Thursday evening and back again on Sunday morning.

Geoff Allen has offered to install protective wooden laths along the north wall of the Hall to prevent damage by stacked chairs and tables. This was gratefully and unanimously accepted. The laths to measure 8" x1", at £200.00 including all materials and VAT.

GA

f.Ladies' and Disabled Toilets refurbishment

Several local specialist companies have been contacted with a request that they visit and advise on how best the room may be refitted. This had proved unsuccessful as all contractors seem to need drawings in advance, whereas we are seeking their ideas and advice preparatory to the drafting of plans et cetera. GA will pursue this further

GA

g.Children's Play Area

At an inspection several weeks ago a number of issues were found to need attention. Geoff Allen has dealt with most of these. However, the three springer items need replacing as they are beyond repair. This information has been forwarded to the Parish Council for their information and discussion, and AK will take this up at the next Parish Council meeting.

AK

h.Forest School

Tony Lyle has been in consultation with Andrea Moor of Malborough Forest School. They need a storage box to store their various items of equipment. The box needs to be sturdy and waterproof and will be chained to a tree for security. Dimensions would be 1.2 m x 0.9 m x 0.6 m. The committee agreed to contribute £100 from the Wood Fund towards the cost of the box.

GA

7. Any other business

Dog Walking

There continues to be disagreement between SHDC and MVHPFA with regard to permitting dogs in the grounds. The village hall committee having referred to the relevant documents and are certain that dogs should not be permitted, however SHDC show on their drawings that the playing field is an area where dogs may be walked. If we insist on holding our position SHDC will withdraw their dog patrols and dog wardens. The committee therefore agreed that we would maintain the status quo, and advise the Parish Clerk accordingly. We would request that the designated dog walking area should be removed from the SHDC website.

TC

Hall Cleaning

The cleaning of the Hall does not always fit in with the programme of hiring. VJ and GA to discuss to see if this can be sorted.

9. Date of next meeting: Wednesday, 9th January 2019

The meeting closed at 20.30 hrs.