MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

Minutes of the Management Committee Meeting Held at 7.30pm on 9th December 2015 In the Annexe

Present:

Gail Allen (GA), Andy Morgan (AM), John Mahood (JM), John Jevans (JJ), Val Jevans (VJ) John Yeoman represented the Parish Council Madge Bailey represented KM

Apologies: Alan Purchase (AP), Jill Clarke (JW), Pat Wood (PW)

<u>The Minutes of the last Meeting</u> were approved by the Committee with the exception of a mis-spelling of Malcolm Wesley's name on page 3. The Minutes were signed by the Chairman and the correction initialled.

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

Chairman's Report:

The Portable Appliance Test data has now been updated in the MVH Risk Assessment.

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

Treasurer's A/C £26,072, Reserve £ 13,327, Wood £4,107, Nat Savings £ 4,488, Petty Cash £46.43, £78 Gas and Electricity receipts has been paid in since the end of the month.

GA queried how there could be such a difference between the gas costs and gas income. The only unmetered appliance is the gas hob. GA to ask Alan if he could throw light on the issue. Action: GA Post meeting note: The cost of the tree cutting has been moved from Wood Maintenance to the Overheads under Tree Cutting.

Secretary's Report:

Hall Surface Water (South side). As per the discussion at our last meeting, Tony Lyle has started work on the areas below the downpipes on the south side of the building and is hoping to complete on Friday 11th December, weather permitting.

Collaton Road Bank. Paul Rogers arranged for the cut to be carried out. The fence at the top of the bank is in disrepair and he has left some of the brambles in situ as it was feared they are holding up part of the fence. GA to get a quote for fencing along the whole boundary line in this area and also for native hedging as a comparison. Recycle Bins to be disguised? This can then be discussed at the next meeting. Geoff Allen will be asked if it is possible to tidy up some of the rails of the fence as a temporary measure. **Action: GA Proposed Dog Walk – Cumber to Cycle Track.** No further progress on this as yet – funding is being sourced - ? TAP fund the result of which would be next February.

Traffic Cones. The traffic cones now all have wooden tops with an eye to which the plastic chain can be fixed for the overflow parking. The tops are stored in the shower room along with the cones. As KM use the overflow car parking It would be easier for them to have a copy of the Annexe key. **Action: GA Christmas Tree.** Supplied by Flete Gardens (who also supply Salcombe Church and Whitestrand) at a cost of £100. Old Walls Preserves donated £100 along with one of our parishioners who also gave £100. With the tree costing £100 it was agreed that the surplus could be used to buy more lighting strings for next year to replace those which are now not fully working.

Facilities: . Geoff Allen repaired one of the seats in the ladies toilets.

Sports: It has been decided that there is not sufficient support for a netball project at present and thus the expenditure cannot be justified. The £250 funding offered would not be sufficient to cover the court marking and enabling the net posts to be removed.

The Cricket Club held a fundraiser recently – making approx. £1400. This means that there will be a Cricket Team in 2016.

Grass-cutting. JJ reported that the grass is now rather long. Jonathan Hawtin tried cutting with gang mower on the 9th but the truck wheels were slipping because of the wet ground. Steve Dyos has had a quote of £75 – 100 to cut the pitches with a ride on mower and had contacted Jonathan Hawtin to let him know. GA noted that MVH should be contacted direct by KM with any issues so that any necessary arrangements can be made rather than making Jonathan the middle man. (Post meeting note: Further discussions, including KM plans, to be at a separate meeting between KM and MVH.) Action: JJ

Booking Officer:

The Swaby wedding for 2017 has been cancelled.

Judo classes starting Wed pms and Sat ams by a group in Plymouth who asked if it would be possible to store a quantity of mats. Unfortunately it was felt this would not be possible at this time.

3 sessions of Zumba will start Thurs pms – 3 sessions to start with.

Baby Ballet and Junior Ballet will be on Monday afternoons.

There is also the possibility of tap dancing classes.

VJ queried the missing key for the understage cupboard doors. GA has a spare and will put onto string in cleaners cupboard. Action: GA

Gilbert & Sullivan Concert – 12th December 2015

This concert had to be cancelled with only 20 tickets having been sold despite the date being confirmed in April when there were no other events listed in the Information Centres' calendars. The Plymouth Gilbert & Sullivan Fellowship would like to come back to Malborough in May/June for a concert of Iolanthe. Malborough in Touch to circulate an email to garner interest. Action: JM

Heating / Energy Assessment / Annexe

It was agreed that the DARE assessment should go ahead.

The Committee was shown plans of the Annexe which had been drawn up by Michael Phillips to show possible better use of the space. GA to circulate a copy of the plans for the committee to review and report back next meeting. The plans should also be taken into account when the DARE assessment takes place. GA to ask for ball park figure on costing from Mr Phillips. There is a great deal of competition for this sort of space so we need to ensure that we include the necessary audio visual facilities. AM requested a pdf of a complete Hall plan.

Hire Rates

VJ produced a proposal for the 2016 Hire Rates – effective 1st January. These were approved by the Committee. VJ to notify hirers. Action: GA

AM would be keen to be able to set up our own marquee lining for weddings / events. Storage would be necessary and the lining would need to be cleaned from time to time plus a team would be required to set up.

AGM/Voting Process

The Governance document was distributed after the last meeting for the Committee to review. At an AGM everyone resigns and then have to be voted onto the Management Committee. It was thought that we should take nominations at the beginning of the AGM, a nomination sheet produced and distributed for all to sign to elect the new committee. GA to read the conveyance mentioned in the Governance document to ensure that everying is covered.

Old Pavilion

This needs a good sort out and a working party to effect the necessary repairs so that it can be used effectively. Suggest that this is done in the early part of the year. Cricket Club to help Action: JJ Malborough United? Action: AM

Used line marking containers to be placed in the Hall dumpy bin not left in or around the Old Pavilion.

<u>Telefonica</u>

Approach has been made to MVH & PFA as we are considered a suitable site for a mast. Details are awaited before further discussion can take place but it was felt worth while pursuing at this stage.

Action: GA

Any Other Business:

The details for the planned Italian Evening in February will be discussed in the New Year.

The meeting closed at 21.12 hrs. The next meeting is due to be held on the 13th January 2016