

# MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

## Minutes of the Management Committee Meeting Held via ZOOM at 7.30pm on Wednesday 12th May 2021

### **Present:**

Andy Morgan Chairman (AM); Tim Chandler - Secretary (TC);  
Gail Allen (GA); Sally Harvey (SH); John Mahood - Treasurer (JM);  
Tony Lyle (TL); Jonathan Towne (JT);  
John Yeoman (JY) representing Malborough Parish Council  
Jill Clarke (JC) representing MADS;

### **1.Apologies:**

John Jevans - Sports (JJ); Val Jevans - Bookings (VJ); Kevin Broom representing KM (KB);

### **2.The Minutes of the last Meeting.**

The Minutes of the meeting of 14<sup>th</sup> April 2021 were approved by the Committee, for future signing by the Chairman.

**ACTION**

### **3. Matters Arising:**

**None**

### **4.Address by Dave & Madge, Collaton Road residents**

Further to the various correspondence which was passed over the period since the last committee meeting with regard to the Access Path along the southern border of the estate to permit dog walkers to pass from the Cumber Close access point to the access road onto the estate, and the concerns which had been raised by some but not all residents to the proposal, David & Madge were invited to make their case to the committee. They expressed their concerns with regard to the provision of a conservation strip along the border to preserve the habitat for toads, hedgehogs, and other threatened species and also the effects it might have upon the privacy of residents whose gardens adjoin the estate along this boundary. It was agreed that a sub-committee would be set up and a site meeting arranged for a Sunday morning, when football matches take place, in order to inspect the proposals in the hope that a compromise agreement can be reached. Kevin from KM will be invited to join this meeting to make sure that the point of view of the footballers is also included in any future considerations. MB will provide TC with a proposed date for such a site meeting to take place, which he can then distribute to the MVH committee.

At this point Dave and Madge left the meeting.

**MB/ALL**

### **5. Reports**

#### **a. Chairman: None**

**b. Treasurer:** copies of the profit and loss account and bank totals had been forwarded to all committee members in advance of the meeting. An invoice for £387 to cover the cost of the new cover for the gangs has been paid, and also an invoice from Shinnars Bridge for repairs to the gangs. The annual insurance premium is due soon, and the Treasurer has negotiated the annual premium down to approximately the same level as for the previous year. The accounts have been audited for presentation to the AGM. The Chairman will be asked sign these so that they may be sent on to the Charity Commissioners. A Restart

Grant has been applied for but no response as yet been received. The rebate from the premises licence of £180 has been received to cover the period when the Hall was closed and could receive no income. We have been notified by Honda of a recall so that a fault in the window master switch on the towing vehicle may be rectified. JM will talk to Steve Dyas to see if he can put this right.

JM

**c. Secretary:** an advertisement has been placed in the Kingsbridge and Salcombe Gazette announcing the AGM, and posters to this effect have been erected around the village, in the post office and also on the noticeboards in the hall. KB has provided copies of the hygiene for catering certificate and the health and safety policy and risk assessment for the café currently operated by Lift the Lid CIC in the clubhouse when football matches are in progress. These will be lodged in the file.

**d. Sports Officer:** in the absence of the Sports Officer his report was read. Football activities have recommenced, with both KM and Salcombe Town Football Club training during the week (all sessions on calendar) and both clubs are playing matches at the weekends. JJ has spoken to Andrew Bryant from First Serve regarding the completion of the tennis courts, but unfortunately we still have to wait for some warmer weather before they could be completed, so it looks like late June at the earliest. The system with the security padlock seems to be working well, and he will be updating the frequency of the change from weekly to monthly at the end of June, when the current codes run out. Having investigated the app, he can see that there have been six attempts to gain access with invalid pin numbers, which bore no relationship to the actual codes but indicates that this is a successful way of controlling access to the courts.

The netball girls "The Malborough Maniacs", have had three sessions and the court is proving to be very popular. We have had a couple of teething problems with regard to removing/replacing the tennis nets, but thanks to Geoff Allen for sorting out these problems, which we hope are behind us.

**e. Bookings Secretary:** unfortunately, after many years, Peter Hiscock has now decided that as his Tuesday morning Badminton sessions are down to just two players, he will no longer be hiring the hall. He has been given details of the Wednesday morning sessions in case those are of interest. There is a new Pilates teacher, Amy Freeston, who is taking over from Franny on Mondays, and whose first sessions are on Monday, 17 May. Annie has provisionally booked the Comedy Evening for Friday, 3 December, details to be discussed at a later date. Keith Steer has booked a Horticultural Society lunch on Saturday, 10 September, and was surprised that the regular Karate class had been booked in on Friday which will prevent him going into the hall until 3pm on Friday. I have explained that should there be a wedding reception, or when MAD or KATS ARE in, we ask Friday's bookings to step aside. It would appear that all regular hirers, apart from MPC and the Flower club, will be returning during week commencing 17 May. JY advised the committee that under current COVID 19 regulations, the Malborough Parish Council will not be meeting in the hall until confirmation of further relaxation of regulations, currently expected on 23 June 2021.

**f. Tree & Wood Report:** TL reported a good turnout for the tree planting morning, when apple, thorn and other trees were planted, but no chestnut trees had been delivered. He hopes to get some more for next spring. About 30 people from the village turned out to help, and the trees planted should help to fill in the gaps when and if ash die back takes hold. The moles are still a problem but the mole catcher is on top of it. More repair work may be necessary in the future. Pitman Trees have done a good job in clearing the undergrowth, about 1/3 of the wood remains to be cleared, this can be done next year. JY advised that for the area for wildflower planting around the gym, a 5-foot cordon will be left for mowing, and hedgerow, however the weather over the last few weeks has prevented any seeds being sewn. TL requested that the grass cutting for the proposed area for the Wild Flower Meadow be left long to permit growth

TL

**6 .KM report** in KB's absence his report was given as follows: –

- matches will continue through May
- under 11s narrowly lost in their Cup Final
- under 10s Cup Final later in May
- still need to find time to fix the boundary pole with TL
- KM is looking for additional funding for pitch improvement, and will collect some soil samples from TL once ground conditions have improved and recommendation will be sought for suggested treatment
- KM training schedule for Malborough has been provided, copy attached, and circulated to all committee members, start and finish times to be staggered within the total session window

**7. Projects**

a. **Hall ceiling failure:** The failure of several of the tiles to the hall ceiling has been rectified, as reported by Gail separately, however it should be noted that the ceiling has no support above the south facing windows, and should these windows be replaced in the future care should be taken to make sure that there is no associated further damage done to the ceiling tiles.

b. **Access Path:** SH pointed out to the committee that the proposed Access Path for dog walkers would be very popular with dog owners in Cumber Close, because it would give them very easy access to the village without having to make a significant detour around the estate. During a general discussion on this topic, it was emphasised that the interests of all local residents would be taking into account before a final decision is made. It was noted that dog owning football supporters from away, who currently have to leave their dogs in their cars, would be able to have them in a safe place by them behind the fence on the new proposed Access Path.

c. **Gang mower shelter:** TL advise that other commitments have prevented him from progressing this project, namely to investigate alternatives to the shelter which he has already erected. He was asked by the chairman to bring to the next full committee meeting outline proposals for the specification for such a shelter, or indeed alternatives if appropriate. TC reminded the committee that on a visit to Modbury sports club with JJ a year ago they had noted that their mowers were kept in a second-hand freight container, which provided security, protection from the weather and easy access. TC will investigate the provision of such a container to rest upon the existing concrete foundations, and the costs involved in purchasing and taking delivery of such a container. JY will consider whether MPC can help with any 106 monies towards the cost of such a shelter, and the project may be extended to include refurbishment of the grandstand.

TL/TC

**8. Matters outstanding**

- a. see above
- b. completion planned for 14/05/20
- c. & d. in hand

**9. Annual General Meeting**

The Annual General Meeting will be held in the Hall 7:30 PM on Wednesday 26<sup>th</sup> of May 2021. COVID 19 regulations current at that time including sanitising of chairs etc., the wearing of masks, and the appropriate social distancing will be maintained. The AGM will be followed by a brief committee meeting when officers will be elected and/or appointed.

**10. Any other business**

As agreed at a previous meeting, JY had obtained a new cycle path sign, which he showed to the committee.

As agreed at a previous meeting, TL will enquire about obtaining a suitable mature young oak tree to be planted in memory of the late Duke of Edinburgh.

**TL**

GA will research a suitable non-metallic durable plaque

**GA**

It was confirmed that the Autumn Fête will be held on Saturday, 4 September 2021. GA agreed to co-ordinate the event and many committee members declared themselves ready to help.

**ALL**

**11. Date of next meeting:**

**Wednesday, 26<sup>th</sup> MAY 2021, following the Annual General Meeting.**

**12. The meeting closed at 2050, and the Chairman thanked Gail Allen for hosting the meeting by ZOOM**

**Addenda:**

**Profit & Loss a/c 31.03.2021**

**training schedule for KM**



## KM Utd Training Times

Monday @ 5.30pm to 7pm

- Girls Football

Wednesday @ 5.15pm to 7pm

- U13 = Senior Pitch
- U12 = 9 a-side Pitch
- U10 Red = 7 a-side Pitch

Thursdays @ 5pm to 7pm

- U11 Red = 9 a-side Pitch
- U11 Black = 9 a-side Pitch
- U15 & U14 = Senior Pitch
- U8 Black = 5 a-side Pitch

Saturdays @ 9am to 10.30am

- U8 = 5 a-side Pitch
- U9 = 7 a-side Pitch
- U10 Black = 9 a-side Pitch

Saturdays @ 9.15am to 10.30am

- Juniors = Senior Pitch

For the Year to 30 April 2021

	Apr 21	Mar 21	Feb 21	Jan 21	YTD	Previous Yr to Dec 2020												
							<b>Aged Payables Summary to 30 Apr 2021</b>											
<b>Income</b>																		
Annex Hire	0.00	0.00	0.00	28.00	28.00	1369.00												
Bonfire Night	0.00	0.00	0.00	0.00	0.00	0.00												
Car Park Hire	0.00	0.00	0.00	0.00	0.00	710.00												
Donations for Project Fun	0.00	0.00	120.00	0.00	120.00	-11007.45												
Donations Received	12.50	2106.00	7583.00	10.00	9711.50	24539.13												
Electricity Meter Receipts	0.00	0.00	0.00	0.00	0.00	62.00												
Fete	0.00	0.00	0.00	0.00	0.00	0.00												
Gas Meter Receipts	0.00	0.00	0.00	0.00	0.00	232.00												
Hall Hire	217.00	100.00	0.00	174.00	491.00	7930.00												
Playing Field Hire	0.00	0.00	0.00	0.00	0.00	2447.50												
Scarecrow Trail	0.00	0.00	0.00	0.00	0.00	0.00												
Tennis Income	0.00	58.00	0.00	0.00	58.00	0.00												
<b>Total Income</b>	<b>229.50</b>	<b>2264.00</b>	<b>7703.00</b>	<b>212.00</b>	<b>10408.50</b>	<b>26282.18</b>												
<b>Less Cost of Sales</b>						0.00												
Materials Purchased	0.00	0.00	0.00	0.00	0.00	120.00												
Miscellaneous Costs of Sale	0.00	0.00	0.00	0.00	0.00	0.00												
Miscellaneous Direct Cost	0.00	0.00	0.00	0.00	0.00	154.00												
<b>Total Cost of Sales</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>274.00</b>												
<b>Gross Profit</b>	<b>229.50</b>	<b>2264.00</b>	<b>7703.00</b>	<b>212.00</b>	<b>10408.50</b>	<b>26008.18</b>												
Plus Other Income	0.00	0.00	0.00	0.00	0.00	0.00												
Bank Interest Received	0.13	22.69	0.13	0.15	23.10	6.02												
<b>Total Other Income</b>	<b>0.13</b>	<b>22.69</b>	<b>0.13</b>	<b>0.15</b>	<b>23.10</b>	<b>6.02</b>												
<b>Less Operating Expenses</b>																		
Advertising	26.25	100.00	0.00	0.00	126.25	375.90												
Bad Debt Write Off	0.00	0.00	0.00	0.00	0.00	71.14												
Cleaning	140.00	75.70	49.17	30.00	294.87	2374.61												
Electricity	3.73	116.87	51.22	31.67	203.49	1049.06												
Equipment /Software Sma	21.60	21.60	64.80	0.00	108.00	216.00												
Fete Expenses	0.00	0.00	0.00	0.00	0.00	0.00												
Field Grass Cutting	0.00	0.00	0.00	264.16	264.16	1680.75												
Field Maintenance	0.00	5.00	135.00	0.00	140.00	1307.20												
Fireworks Expenses	0.00	0.00	0.00	0.00	0.00	0.00												
Funded Projects	0.00	1500.00	0.00	0.00	1500.00	12507.45												
Gas	14.65	13.91	15.33	25.34	69.23	931.15												
General & PI Insurance	121.70	121.70	121.70	121.70	486.80	1453.45												
Hall Maintenance	93.60	4293.24	0.00	396.00	4782.84	9859.12												
Internet charges	29.00	88.78	44.39	0.00	162.17	486.89												
Licenses	-180.00	0.00	0.00	0.00	-180.00	1017.69												
Machinery and Equipmen	717.76	0.00	0.00	0.00	717.76	2083.54												
Office Stationery	0.00	28.00	0.00	0.00	28.00	0.00												
Old Pavilion Refurb	0.00	0.00	0.00	0.00	0.00	0.00												
Pavilion Maintenance	0.00	100.00	0.00	9.95	109.95	10086.00												
Professional Fees	0.00	0.00	0.00	0.00	0.00	0.00												
Refuse Disposal	68.78	68.78	68.78	68.78	275.12	825.39												
Scarecrow Expenses	0.00	0.00	0.00	0.00	0.00	0.00												
Subscriptions (Profession	0.00	0.00	0.00	0.00	0.00	115.00												
Sundry Expenses	0.00	0.00	0.00	0.00	0.00	0.00												
Vehicle Repairs and Servi	0.00	0.00	0.00	0.00	0.00	0.00												
Water Rates	85.75	85.75	85.75	85.75	343.00	885.25												
Wood Maintenance	1122.00	0.00	0.00	0.00	1122.00	818.36												
<b>Total Operating Expenses</b>	<b>2264.82</b>	<b>6619.33</b>	<b>636.14</b>	<b>1033.35</b>	<b>10553.64</b>	<b>48143.95</b>												
<b>Net Profit</b>	<b>-2035.19</b>	<b>-4332.64</b>	<b>7066.99</b>	<b>-821.20</b>	<b>-122.04</b>	<b>-22129.75</b>												

**Aged Payables Summary to 30 Apr 2021**

Contact	Current	<1 Month	1 Month	2 Months	3 Months	Older	Total
BT	44.39	0.00	0.00	0.00	0.00	0.00	44.39
Opusenergy	70.05	0.00	0.00	0.00	0.00	0.00	70.05
South West Water	496.69	0.00	0.00	0.00	0.00	0.00	496.69
<b>Total Aged Paya</b>	<b>611.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>611.13</b>

**Aged Receivables Summary**

None to report

**Bank balances on 8 May 2021**

Current account	<b>23655.68</b>
Deposit account	<b>13364.07</b>
Wood account	<b>1736.25</b>