

# MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

## Minutes of the Management Committee Meeting Held at 7.30pm on Wednesday 10<sup>th</sup> July 2019 At the Annexe, Malborough Village Hall

### 1. Present:

Gail Allen (GA); Tim Chandler (TC); John Jevans (JJ); Val Jevans (VJ); Andy Morgan (AM);  
Jonathan Towne (JT); Duncan Pope (DP);  
Ann Kendall (AK) representing Malborough Parish Council  
John Butler (JB) and Hannah Butler (HB), from Malborough Village Bonfire Night committee  
Kevin Broom (KB) representing KM

### 2. Apologies:

Jill Clarke (JC); John Mahood (JM);

### 3. The Minutes of the last Meeting.

The Minutes of the meeting of 12<sup>h</sup> June 2019 were approved by the Committee, and signed by the Chairman.

**Proposer:** VJ; **Seconder:** JT

### 4. Matters Arising from the Minutes:

The new pedestrian barriers have been installed

**ACTION**

### 5. Bonfire Night

The Chairman welcomed John Butler and Hannah Butler to the meeting

John Butler advised the committee that he is now resigning as chairman of the bonfire night committee, and that Hannah will be taking up the chair and forming a new committee. She has studied the notes on previous practice and would adopt and develop for the 2019 event.

The chairman asked that she attend the committee meeting on 11 September 2019 with a plan for the 2019 event which will be held on Friday, 1 November.

**Post meeting note: This has now been moved to 2<sup>nd</sup> November following the cancellation of an event on the Saturday.**

**HB**

John asked for the same help from the committee as in previous years and this was agreed. It was also agreed that the provision of hot meat rolls would be looked at.

**GA**

GA will contact the Salcombe Regatta committee to offer to take over any excess light wands etcetera from the 2019 Regatta week and such stock will be checked for breakages.

**GA**

HB will arrange for three professional first aiders to attend, who will be based in the pavilion.

JB stated that attendance for 2018 was disappointing, and for this year's event more posters will be put around the village and a suitable Facebook site used.

**HB**

The net profit from 2019 was £200, compared with £874 from 2018; the target is £1000.

AM to order the fireworks whilst discount is available.

**AM**

HB will be circulated with the committee minutes from all future meetings and everyone stressed the importance of maintaining good regular contact and communication throughout the year.

### 6. KM Business

The Chairman welcomed Kevin Broom to the meeting. Kevin will shortly take up the post of chairman of KM, shadowing his predecessor until complete handover, probably at Christmas. Deborah Marsh will be the new secretary.

JJ expressed his pleasure that we have a new KM representative at the committee, and raised the following subjects for discussion.:

i. Car parking and overflow parking, and the marshalling of these areas has proved a problem in the past season, the matter exacerbated by drivers parking in the entrance drive, when there are three places still available on the main car park and the overflow car park. Kevin explained that the number of cars now parking at any one time has dramatically increased as younger players are attracted, cannot be driven dropped off and left unattended. He hopes that by moving some games to Monday and Wednesday evenings in the new season this will reduce the overcrowding. It was stressed by JJ that suitable marshalling must be in place before the season, as complaints have been received from local residents and from the Parish Council about parking in the entrance road and also in Collaton Road. **KB**

ii. JJ pointed out that the safety nets adjacent to the children's play area and also backing onto Cumber Close are in need of repair as complaints have been received. KB agreed to look into this immediately and arrange for the nets to be repaired. **KB**

iii. John advised KB that KM are responsible for the upkeep and maintenance of the clubhouse, the outside which is in need of immediate treatment. He advised KB that in the event that the building requires maintenance and repair, under the terms of the lease, if KM do not carry out the work promptly, then Malborough Village Hall and Playing Fields Association are entitled to arrange to have the work done and charge KM for the cost. It was agreed that KB would put together a working party and together with JJ will decide on the work that needs to be done. **KB**

iv. White lining: KB spoken to Steve Dyos regarding the white lining and everyone now understands that Roundup shall not be used again.

v. The goalposts will need to be painted before the new season.

**KB**

vi KB expressed his delight at the general standard of the pitches and mentioned that there is some wear in the goal mouths JJ advised that the goal mouths have all been reseeded in preparation for the new season.

vi. KB advised that KM no longer hold any equipment in the old pavilion.

vii. KB enquired as to the status of the floodlights to the east side of the pitch and whether they could be made to work. AM advised that the electrics for these lights, which have been installed in the old pavilion, belong to KM as they supply the clubhouse. He will look into the viability of bringing the floodlights back into use in readiness for the new season, especially bearing in mind plans for Monday and Wednesday evening matches during the winter. **AM**

## **7. Reports**

### **a. Chairman's Report (AM):**

None

### **b. Treasurer's Report (DP):**

Outstanding receivables £425.

Gross profit to the end of June 2019 £13,447.23 p

less deductible expenses £11,562.58 p

Net profit YTD £1884.65p

Net profit year-to-date 2018 - £1654.12p.

Balances as at 30<sup>th</sup> of June 2019

General account	£24,532.39 p
Wood account	£3,674.54 p
Savings account	£13,356.01p
NS&I account	£4,609.15 p
TOTAL	£46,172.09p

**c. Secretary's Report (TC):**

- a letter was sent on behalf of the committee to KATS following their presentation to the committee on Wednesday, 12 June 2019; to date no reply has been received by the secretary
- a letter was sent on behalf of JJ, Sports Officer, to KM, response was received and contact established

**d.Sports (JJ):**

In addition to the items minuted under 6. **KM business** above:

**Tennis**

It was agreed that laminated signs informing where the key is held and contact details will be installed at the village post office and also on the village hall noticeboard. **JJ**

**e. Booking Officer: (VJ)**

The Gilbert and Sullivan evening planned for 13 July has had to be cancelled due to low support.

**8. Projects**

**Car Parking**

Information is awaited from the Parish Council regarding the progress of the planning application.

***And Kendall advised that the chairman and parish council clerk had been in touch with the council today (10 July 2019) to find that the planning officer concerned was away until 15 July 2019. The matter will be pursued vigorously by the parish council.***

**Ladies and Disabled Toilets**

An application has now been submitted for £10k funding from the National Lottery Community Fund. Thanks go to Debbie Ede for her guidance on this. All of the questionnaires completed and submitted, without exception, confirmed that the work is a necessary improvement to Hall facilities. A response should be expected in 10 weeks.

Quotes are coming in via Palladium for new cubicles, sanitary ware and disabled facilities so these will be a good comparison with the overall quotes already received although project management between the various trades will be necessary.

**Village Access Path**

It was reported that the path was rather overgrown which made it unpleasant for runners / walkers. PC have been advised.

**Hard standing.**

Tony Lyle has submitted an estimate as follows:

recycled concrete £125 delivered  
ready mix £560 plus Labour

The Chairman to investigate various options regarding the concrete.

**AM**

**9. Village Fete – Saturday 22<sup>nd</sup> June 2019**

GA extended her thanks to everyone who had worked so hard to make this year’s event such a success. It had been noted that we had many visitors from Kingsbridge and also from Salcombe. A further £25 of income is awaited from Malborough preschool group.

Stall Income (net of Floats) £1,890.18

**Expenses not included in schedule**

Hire of Vintage Games	£75.00	
Advertising	£88.96	
Banners	£39.12	
		£203.08

**Net Profit** £1,687.10

**Detailed schedule has been sent separately to all committee members.**

On behalf of the committee the chairman thanked GA for all her hard work in making the event such a success.

**10.The Old Pavilion**

TC advised the committee that, following GA’s email of 21 June reporting the damage to the lower wall on the south side of the old pavilion, he had visited the site together with JJ and they had carried out an inspection and published notes on their findings and recommendations, which were circulated to all committee members, and a copy of which is appended to this these minutes.

There was some discussion within the committee, one view being that we should knock it down. JJ advised that following an approach, DP had removed all the cricketing gear from the pavilion, Salcombe Football Club will remove their kit when they are asked, and KB from KM had confirmed that they have no equipment in the old pavilion.

The chairman advised that he had carried out temporary repairs to the main holes which have been made at the bottom of the cladding to the south end of the building, awaiting a decision.

Tony Lyle has been asked for an estimate to carry out radical repair work to the building, and some figures have been sent to GA.

It was decided that JMV Property Maintenance will be approached and asked for a quotation to carry out all the necessary work, and TC undertook to do this.

**TC**

The chairman advised that the two gas bottles and the old refrigerator could go to the tip.

**TC**

However, the various other items will be retained. He will carry out further inspection of loose wires and rectify these before the refurbishment work has begun.

**AM**

### **11. Kingsbridge and Salcombe Chamber of Commerce**

TC reported that following discussions at the committee meeting on 12 June 2019, he had contacted the secretary of the Chamber, to enquire as to how we might best notify members of the Chamber of the facilities which are provided in the hall and which are eminently suitable for commercial activities. He was advised that in general the Chamber prefers, whenever possible, to use the facilities that are provided by its members.

TC recommended, and the committee agreed, that we should approach the Chamber with a view to applying to become members. The annual cost is £60 if payment is made by direct debit. We will then have the opportunity to submit, for inclusion on the Chamber website, details of the facilities which we have to offer. It is recommended that once we have been accepted as members we should, as a matter of urgency, decide what rates for hire we shall charge to Chamber members. **TC/DP**

### **12. Any other business**

JT advised that he has a prize left over from the raffle at the Village Hall Fete; the committee agreed that he should donate it to the organisers of the next MAD KIDS production for inclusion in their raffle.

JJ advised that Co-op funding in the order of £859 may be expected by October.

TC advised that he will be away from 30 August to 2 October 2019 and submitted his apologies in advance for the meeting on Wednesday, 11 September 2019.

**13. Date of next meeting: Wednesday, 11<sup>th</sup> September 2019, at the Annexe**

**14. The meeting closed at 2140.**