

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

Minutes of the Management Committee Meeting Held at 7.30pm on 9th March 2016 At Highland, Salcombe Road, Malborough

Present:

Gail Allen (GA), Andy Morgan (AM), John Mahood (JM), John Jevans (JJ), Val Jevans (VJ)

Apologies: Alan Purchase (AP), Jill Clarke (JW), Duncan Pope (DP), Tony Lyle (TL), Pat Wood (PW), Jonathan Towne (JT),

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

Matters Arising not being dealt with in Reports below

- **Dishwasher** – Chris Tucker and Harry Bullen to be advised work is to be done as per previous discussions. GA to check with Harry Bullen if he is able to buy an integrated model plus matching panel from Howdens. **Action: GA**
VJ to locate an integrated model to compare price **Action: VJ**
Socket to be sorted **Action: AM**
- **Draught Proofing of Fire Doors** – (TL to investigate) **Action: TL**
GA to speak to Harry Bullen for his input **Action: GA**
- **Entrance – North Side of Hall linking Annexe to Main Hall Fire Doors**
AM to speak to Andy Guard. It would be good to have plans in place and quotes obtained for when funding becomes available. **Action: AM**

Chairman's Report:

It was disappointing that no representative from KM is now attending MVH & PFA meetings. The Committee felt that it is important someone attended meetings – could be on a rota basis – so that there is input on both sides.

Re the outstanding debt of £60 from K & K. AM to speak to Andy Thomas on the 10th March. **Action: AM**
New Kitchen Coin Meter has been fitted – electricity usage was free for one week to hirers. The old one returned to Nick Tee.

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

Income slightly above that of previous year (having taken out the legacy of £10,000 from last year's figures).

Direct Exps figure of £225.28 – Wood Maintenance. £215.28 of this relates to the work done by TL on the sump gratings on the South side of the Hall. AP to journal across to Hall Maintenance.

Pavilion Maintenance - £128.95 relates to Stirling Board purchased by AM for Old Pavilion.

Legal Fees of £552.96 is the cost of the Energy Assessment.

Tree Cutting - £68 - is the planting of the native trees, the cost of which are under Fencing Repairs. AP to journal into Fencing Repairs as the work is part of the boundary of the Hall.

Hall Maintenance - Credit of £187.98 - reflects the credit received from Flames who carried out the annual gas inspection in January. Flames had carried out the inspection for some years now and show their commercial certification on their paperwork. However, during the search for heating engineers for the new heating system and cross-checking the Gas Safe Register, it was discovered that Flames had allowed their certification to lapse. Having queried this with Flames they issued an immediate credit for the work carried out. The engineers installing the new system will be asked to carry out a new annual check on the remaining items of equipment in the Hall – Gas Hob and Annexe Heaters. **Action: GA**

AM to check with Nick Tee if the Hall electrical system is up to standard for when the new heating system is installed. **Action: AM**

Secretary's Report:

MVH & PFA is now registered as a Friend of Fields in Trust (MVH&PFA is a QEII Field). This entitles MVH & PFA to discount for certain play and sports equipment and also fast tracks to possible funding options. They will also give advice on the management of the Field (i.e. all the land owned by MVH). The cost of this is £50 per year.

GA has been in touch with the Devon Public Rights of Way and Country Parks Manager and is awaiting a response from a member of the team. The entrance from Cumber onto the Playing Fields continuing along the proposed Walk can be designated as a Permissive Footpath. This would save MVH from having to close the entrance for 24 hours each year – a legal document has to be drawn up to ensure that our landowner rights are maintained but this would then be a permanent solution to the situation.

GA asked if the Committee knew of someone who would be responsible for the Gang Mower and the 4 x 4 Truck – ensuring that any necessary cleaning/maintenance is undertaken. JM undertook to get in touch with a resident who may be willing. He would need to be issued with a spare key to the Truck. **Action: JM**

John Mahood kindly emptied the gas and electric coin meters and, according to calculations, there was a difference in cost and income of -£4. Will see if there is any change when the next reading is taken.

The Judo Club had asked if it was possible to store their mats somewhere as they have to make to trips from Salcombe and unload them into the Hall each session. GA suggested that it could be possible for them to be stacked onto the side of the stage when this was not being used by other hirers – particularly the theatrical groups. VJ to inform the Club that, in the first instance, they could leave one load on the stage with the proviso that they had to be removed if the stage is needed. The situation can be reviewed. **Action: VJ**

The path outside the Hall is being swept. **(Post meeting note – this is being done by Hayley)**

Sports

8 Annual Tennis Memberships have been received with keys returned by 2. A further 2 have not yet responded. JJ to chase up. **Action: JJ**

Andy Thomas had been emailed re the outstanding £60 but so far no response despite being told that we should be adding 10% per month onto the outstanding amount, according to the rules of hire. **Action: JJ**

Tuesday 8th March - Meeting with Madge Bailey, Steve Dyos, Kevin Yeoman, Jonathan Hawtin, Steve White (golf pro from Thurlestone), JM, JJ and GA to discuss pitch maintenance. There was a consensus that the purchase of an expensive ride on mower was not necessary but that:

- Kevin Yeoman would use an aerator in the next couple of weeks (when he also does Salcombe Rugby Club pitch) to start and try to improve the drainage. £200 - to be part of the necessary pitch maintenance costs. Should be done twice a year. JJ to confirm with Kevin Yeoman. **Action: JJ**
- Jonathan Hawtin to be asked for quotation on cutting just the pitches on a sit on mower in case it becomes necessary when the ground conditions are not suitable for the gangs. (Could possibly be just twice a year or not at all.) MVH to agree with KM the apportionment of this additional cost.

Action: GA

KM would like to lay a path in front of the New and Old Pavilion to prevent the muddy area currently existing. The Committee will allow a paved area but not plantings as these could have an adverse affect on the gang mowers. The area between the Play Area and the Old Pavilion not to be paved because of grass cutting. KM to be asked to produce a scale drawing detailing the path and any other anticipated improvements they are planning which include levelling of the mound beside the Pavilion (spoil to be removed – **AM** to deal with rollers) and the proposed new container. MVH can then sign it off if agreed. Kevin Yeoman and Steve White confirmed that an area of hard standing (?concrete) should be laid for the gang mowers to sit on. This should be situated away from the pitch bye-line. Also a wooden structure to

be manufactured (with a waterproof cover) which can be lifted onto and off the gangs. The gang mowers should be maintained and blades sharpened each year.

KM also wish to replace their container with a 30' long one (10' more) so that they can store their football posts. Container not to stick out too much further forward of pavilion – AM had previously measured this. As this is 10' longer than the existing one it was discussed whether or not rent should be paid. It was decided that there would be no extra charge if KM allowed the Cricket Roller to stay in situ. Note: the White Line Marker is currently kept in the Old Pavilion.

A further meeting is planned with KM on Saturday 12th March at 11.30 in the New Pavilion to discuss their suggestions for improving the area.

DP had asked if there was any possibility of the Cricket Club annual insurance of £650 being included in the MVH Insurance. GA to ask AP if he would speak to the insurer to assess the implication to MVH&PFA if this happens and then a subsequent claim is made against the policy. **Action: GA**

Booking Officer:

A very busy Easter weekend - Wedding from 1 pm Friday 25th March until 1 pm Sunday 27th, Garden Furniture Sale Monday 28th, followed by a Ceilidh booked for the evening by one of the Caravan Clubs. Kingsbridge Young Farmers have their Bingo evening on Friday 1st April. The Kingfishers Club have booked Saturday 16th April for an Awards Evening and then we have Monster Mash from Friday 22nd April who have asked if, instead of the scaffolding structure on the concrete apron, they could park a bus for food - preferably on the overflow car park. The Committee agreed to this as it will only be present for a few hours and the overflow car park could be used if the ground was firm enough otherwise the bus should be parked outside the Fire Exit Doors onto the Car Park (not on the Slip Road).

Another party has been booked for 7th May and on Friday June 3rd GB Promotions from Exeter have booked the Hall for a tribute evening - 'The Jersey Boys'. Paul Billings from Salcombe Rugby Club (who is providing the bar) may deliver the beer on Thursday June 2nd. VJ to check with Flower Club if they are in agreement with this. **Action: VJ**

The Judo Club are very excited about their venture, and the Ballet and Zumba classes were all well attended

Heating System

3 Contractors had visited the Hall and presented their quotations - £7437.60, £8420.04 and £9979.20. One hadn't allowed for a regulation pipework change. To allow for a second layer of louvres to give greater flexibility in directing the warm air there is an additional £88.80. SMW Roofing have quoted an upper estimate of £500 for the flues in the roof to be removed and the roof reinstated to guarantee status but anticipate the cost to be considerably less than this. The colour of the Air Heaters was chosen – cream with grey as the second choice. Installation – 4 days to be allowed. Heaters to be operated via Coin Meters as is currently the case. GA to place the order for the system and, once this has been agreed to discuss the certification of the remainder of the Hall equipment.

(Post meeting note: The order has been placed with B & P Buswell with a start date of Tuesday 12th April – this to be confirmed when Buswell's have received confirmation from Powrmatic on the supply of the equipment.) **Action: GA**

Old Pavilion

TL states that a couple of supports are needed on the Old Pavilion where it is bent at the rear. GA read out DP's note for the meeting where he states that the Pavilion has been re-roofed on top of a rickety structure but wonders if:

- Does MVH & PFA have a plan of action in place
- Is there any money available for improvements/repair
- Which other Clubs and Associations use the Old Pavilion who should contribute to its renovation and upkeep?

The outer boarding needs replacing at some stage and the whole Pavilion given a coat of Fencilife. AM has been boarding out sections inside for storage plus fitting stirling board to interior. Inside needs a coat of white paint and the equipment etc currently stored needs sorting through. The Senior Football Club has no means of cooking food in the New Pavilion so equipment for this is in the Old Pavilion.

Sport Funding S106

S106 Recreational facilities – need to get a draft prepared for PC meeting 16th March.

Debbie Ede had prepared a draft of possibilities, as follows:

- Adult Trim Trail which has already been agreed by MVH to be sited on our land and a public demonstration of equipment was featured last Autumn
- Tennis Courts ? resurfacing and also replacement/renovation of the wire netting surround. JJ has had a quotation from Sports Surface Solutions for resurfacing of the courts, making it a multi-use games area. £35,000 with line marking for 1 netball and 2 tennis courts. ?possibility of 5-a-side Football?
- Netball has been suggested by the PC but we have not seen a demonstrable need and had little feedback from a recent call out to the Village
- Badminton Court Improvements. ? New floor with insulation and re-lining. GA has arranged a site visit with Total Floor Care based in Exeter on 1st April to find out the recommendations ?replace/renovate
- Football Grandstand - TL has had a look and will report back. AM to ask Richard Seale for his assessment too. **Action: TL and AM**
- Village Walk extension from Cumber Close across the back of the Collaton Road gardens to the Bus Stop/slip road. The Committee decided that this would create problems with the grass maintenance and more particularly the gang mowing and therefore would not agree to this.
- Additional Skate Park equipment – an additional ramp was felt to be a good extra item
- Outdoor Concrete Table Tennis - this was not approved by the Committee. The concrete table currently in the Skate Park is not particularly liked or used.
- Concrete base and cover for Gang Mowers
- Cricket nets to protect homes on the Salcombe Road end of the Cricket Pitch. AM estimated £300 per net plus poles making a total of £500 if the work was done by volunteers and a Hole Borer was hired from Kingsbridge Hire.

The Committee wondered whether the monies would perhaps be better spent on a single large project. GA to ask what monies are available and whether a single large project could be acceptable for this funding bid. **Action: GA**

Any Other Business:

Cumber Close Closure – 14th March

This has already been announced to the Cumber Residents Association, was in Village Voice in the Gazette and a poster placed near the exit onto the Playing Fields. The actual closure takes place on 14th March at 9.30am and finishes at 9.30am on 15th March. **Action: JM**

Salcombe Lifeboat Centenary 27th October 2016 – Tony Croke of Salcombe has asked if up to 100 of our chairs could be borrowed for a memorial service being held in Salcombe Church for the centenary of the capsizing of the Salcombe Lifeboat in 1916 with a loss of the lives of 13 lifeboatmen. The chairs would be collected and delivered by the organisers and would remain inside the Church. (60 will also be borrowed from the Rugby Club). They have already confirmed that they will be responsible for damage to the chairs, should any occur. The Committee agreed and waived any fee for this loan. **Action: GA to confirm**

Action: VJ (Hall Diary)

Circular Tables

VJ asked if it would be possible for circular tables to be obtained in the future. Many large bookings ask for these. As we have little available storage it was felt that perhaps we could negotiate a special rate for the hire of these tables from a local company and thus avoid storage and damage problems. **Action: VJ**

The meeting closed at 21.43 hrs.

The next meeting will be on April 13th in the Annexe