

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION
Minutes of the Management Committee Meeting
Held at Malborough Village Hall at 7.30pm
on Wednesday 9th March 2022

Present: Tim Chandler (TC) Secretary; Janice Ginn (JG); Sally Harvey (SH); John Jevans(JJ) Sports Officer; Val Jevans (VJ) Bookings Officer; Tony Lyle (TL);John Mahood (JM) Treasurer; Andy Morgan (AM) Chairman; Jonathan Towne (JT);
Malborough Parish Council represented by John Yeoman(JY);
MADS represented by Jill Clarke(JC);

1.Apologies:

Kevin Broom representing KM (KB);
Ann Kendall (AK);
Bob Smale (BS);

2. Election of officers

Chairman: Andy Morgan	proposed JJ: seconded TC
Secretary : Tim Chandler	proposed VJ; seconded JC
Treasurer: John Mahood	proposed TC; seconded JC

Sports Officer: John Jevans
Booking Officer: Val Jevans
Wood and Biodiversity: Tony Lyle
Grounds Maintenance Officer: Bob Smale

These and other positions on the committee were proposed *en bloc* by Andy Morgan and seconded by Tim Chandler and passed.

3.The Minutes of the last Meeting.

The Minutes of the meeting of 9th February 2022 were approved by the Committee, and signed by the Chairman.

4. Matters Arising:

- a. Grass cutting: Invitations to tender have gone out to 8 contractors with a closing date for tenders of the 31 March 2022.
- b. JY has obtained a Home Oak, an evergreen tree, to be planted in memory of his Royal Highness the Duke of Edinburgh. It was agreed that this will be planted in the corner by Robin's Roost, and Jamie the Parish Council Trees Officer will be asked to plant it. Malborough Parish Council will provide a suitable plaque.
- c. a letter of appreciation was sent to Avon Windows thanking them for the excellent job that they have done on the hall windows, and a reply of appreciation was received.
- d. A letter of thanks was sent to Baker Estates, in appreciation of the repair work that they have conducted on the top car park to repair weather damage.

5. Charging rates for all facilities for 2022/23

It was agreed that the following schedule of charges should come into immediate effect. It was also agreed, that in view of the anticipated sharp rise in energy costs, and the effects that this would have upon the charges for electricity, that these rates would be reviewed at the committee meeting in July 2022.

HIRE RATES – 2022/2023

	<u>2021/22</u>	<u>2022/23</u>
Badminton	£29.00	£32.00
MAD per session	35.00	38.00
MAD All day	97.00	100.00
KATS per session	45.00	48.00
KATS All day	115.00	120.00
Extra Electricity per session	10.00	12.00
Hort. Soc.	97.00	100.00
School per session	44.00	48.00
HALL – Daytime Charges		
Per hour (Mon – Fri)	18.00	20.00
8 – 1 1 – 6	47.00	50.00
8 – 6	72.00	75.00
Evenings – from 6 pm		
Village Organisations	54.00	57.00
Non-Village Organisations	80.00	85.00
PRIVATE PARTIES		
6 – 12	175.00	200.00
1 – 12	205.00	210.00
6 – 12 plus next day 8 – 1	195.00	200.00
1 – 12 plus next day 8 – 1	230.00	250.00
WEDDINGS – 48 hrs.		
1 pm Fri – 1 pm Sun	350.00	400.00
ANNEXE		
Per hour (Mon – Fri)	10.00	12.00
Per Session	28.00	30.00

6. Any other business

- VJ advised that the microwave in the kitchen was no longer reliable; it was agreed that she should purchase a new microwave to a maximum cost of £100.
- JJ advised that the charges for the football clubs will come up for review in July and he will report back further to the committee before that date on any proposals.
- JY advised that a contractor has been appointed to lay the new footpath along the south side of the Annexe, together with a retaining wall. This will be the first step in progress towards extending the car park.
- TL enquired as to the position regarding insurance for the Ecology Event to be held in the Hall on 2 April 2022. TC advised that whereas the Village Hall insurance policy covered for damage or injury resulting from events directly linked to the Hall or its grounds, any matters relating to damage or injury which occurs as a result of negligence or other matters by the organisers or the exhibitors at the event will not be covered by the hall insurance policy. JY advised that as SMASH, the organisers, are a subcommittee of Malborough Parish Council, that they would be covered by the council's insurance. TC asked TL to ensure that the organisers and exhibitors provide risk assessment reports prior to the event.
- SH reported that she and JG, in response to the invitation from the church for flower arrangements for the Jubilee weekend, proposed to submit an arrangement on behalf of the Village Hall, and requested some help towards any expenditure. It was agreed that support of up to £20 would be available for this purpose.
- JJ reported that storm damage which had occurred on the tennis courts damaging part of the equipment. Replacement parts had been obtained and Geoff Allen has carried out the necessary repairs, and was thanked.
- JJ reported that he and TC had noted significant damage to the floodlights on the north side of the football pitch, whereby one of the lamp units is now lying on the ground, and several of the others are dangling from the support posts. It is possible this constitutes a danger to the public and that steps should be taken to rectify this situation. As this is a KM responsibility, JJ will talk to KB about this matter.
- TC advised the committee that the fence between the car park and the field to the north of the Annexe, is now leaning over at an angle, and at least one of the posts has rotted. In view of the work to be carried out shortly on the footpath, as advised by JY and reported above, a temporary measure will be taken to secure the fence, and Bob Smale will be asked to look into this.
- TC had received an email from SHDC Councillor Mark Long regarding the cleaning of the car park, clearing of drains and repair to the streetlight in the approach road. Mark advised that FCC have been requested to clean up the car park area, which several members of the committee had witnessed being done, also SHDC Property Maintenance are scheduled to clear the drains in the approach road and to fix the light.
- JY reported that there are two damaged pieces of timber in the playground and these will have to be replaced and protected.
- TC asked the committee to ensure that in future all matters relating to the business of the committee should be conducted in committee as there have been several instances over the past year where matters had been discussed and decided on by small groups of committee members outside of the committee, no report or minutes had been made of these decisions and consequently some confusion had arisen.

7. Date of next meeting: 13th of April 2022.

There being no further business, the chairman closed the meeting at 2035.