

# MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

## Minutes of the Management Committee Meeting Held at 7.30pm on Wednesday 8<sup>th</sup> May 2019 At Highlands, Salcombe Road, Malborough

### **1. Present:**

Andy Morgan (AM); Duncan Pope (DP); Tim Chandler (TC); Gail Allen (GA); John Mahood (JM);  
Malborough Parish Council represented by Ann Kendall;

### **2. Apologies:**

John Jevans(JJ); Val Jevans (VJ); Jonathan Towne (JT); Steve Dyos (SD);

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

The Minutes of the meeting of 10th April 2019 were approved by the Committee and signed by the Chairman.

**Proposer:** JM; **Seconder:** GA

### **4. Matters Arising from the Minutes:**

Correction:

4a. PFPO should read PSPO.

6b. Meade should read Ede

Sports : Kevin Yeoman has aerated and scarified the pitches.

7. AOB: New lock and handle has been fitted by Geoff Allen

### **5. Reports**

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

The Chairman has spoken to Tom Bunn who has agreed to help at the Fete.

2 new emergency exit signs are awaiting installation in the Hall.

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

Balances as at 28<sup>st</sup> February 2019.

Treasurer's account: £23,777.66p

Reserve account: £13,354.08p

Wood account: £3,674.34p

NS&I a/c: £4,603.93p

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

Two items of correspondence have been received from Malborough Parish Council since the last committee meeting.

1. An email dated 25 April relating to the concern of the Parish Council about the lack of marshalling for parking in the village hall grounds during major sporting and social events. GA showed the committee aerial photos relating to the problem. All hall and field users have been told to open the overflow car park but they have not done so on all occasions. It was overwhelmingly felt that responsibility for tidy parking lies with the hirers and not with the village hall committee. However, it was recognised that certain steps may be taken by the committee to improve matters, namely: –

i. Provision of additional overflow car parking which is planned once approval has been obtained for the new overflow car park facility, see report on the project below.

ii. In addition the committee will look into improving the white lining within the village hall car park to ensure that users make better use of the space available.

iii. It was recognised that 2 groups of hall and field users are particularly prone to parking untidily, including in the slip road when there is still room in the car park. Steps will be taken to contact those hirers and point out the standards of parking that is expected of them. They will also be recommended to use sharing in order to make better use of the space available.

**JJ/GA**

2. Lack of teaspoons in the Annexe kitchen. GA pointed out that we are constantly replacing these teaspoons, which are then either discarded to waste by hirers or taken as souvenirs! GA will obtain a supply of cheap stainless steel teaspoons and monitor their use.

**GA**

**The Parish Council are notified of the committee's response by receipt of these Minutes.**

**d. Sports (JJ):**

JJ has been informed by SD that KM are intending to enter their under 18 team into a Saturday league next season. This could cause a fixture clash with Salcombe Town Football Club. Steve assures us that they can manage that by informing the respective leagues to make sure that they organise the fixtures so that there is no clash. SD or another rep from KM will be in attendance at the committee meeting to explain the plans more fully. JJ advised that he did consider at one stage that KM could hold Saturday morning fixtures but that will probably not be possible given that they train on Saturday mornings.

JJ is aware of the problem regarding football parking, especially relating to the email from the Parish Council 25 April 2019. One of the problems appears that the overflow car park is not used properly, or indeed sometimes not at all. He has forwarded the Parish Council email to hirers and await a response. It would appear that no one is able/willing to be responsible for what happens on football days (training and match days), a situation which cannot be allowed to continue. It was noted with regret that there had been no representative from KM at our more recent committee meetings, and it is hoped that this may be addressed. JJ will arrange a separate meeting with SD when he returns from holiday and requests that AM might attend the meeting also.

**JJ**

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

GA and VJ met with Martin Rest, (refer minutes of meeting 10 April 2019), who has many ideas of how to make more use of the hall. VJ awaits a reply from him but appreciates he has a lot to sort out. She has recently met with a couple regarding a wedding reception for June 2020, but nothing has been heard back yet.

There are a few big events coming up, with boxing this coming Saturday, Monster Mash the following weekend and then a wedding reception the weekend after that.

VJ has a meeting with a possible new Zumba class organiser who is looking at a Wednesday evening.

Unfortunately, hirers are still not leaving the hall as they find it, although full details are always sent out just before the booking, but it appears that no one reads them!

A Committee member reported that she had noticed that on the last two Tuesdays the hall has been left in a dirty condition in the back corner, with sweet and snack debris on the floor. GA will speak to the hirers who may be responsible for this.

**GA**

## **6. Projects**

**a. Car Parking**

The contractor has now been able to give us a quote for the two areas of the car park that are proposed to be surfaced:

1. Existing overflow area – 319 sq.m.
2. The area in front of the hall, including a new access to the front door – 341 sq.m.

The figures are based on the drainage depth of 150 mm. This is currently under discussion with South Hams District Council and the contractor has a meeting with them this week. Should SHDC insist on a greater drainage depth, this will clearly have an impact on the current quotes.

Geosynthetics who supply the GOLPLA have queried the CBR's (California Bearing Ratio – which is a way of checking if the cars will sink into the ground) and, in addition, state that it is recommended that the new grass surface is not used for four weeks after installation. The contractor is keen to proceed with the work as soon as possible. If all approvals are given contractors might start by June 2019.

The Parish Council is asked to advise of any further processes required regarding costings in order to release the currently available funding.

It was noted that funding available from Malborough Parish Council must be drawn down before 28 March 2020, and they will require three quotations for the work to be done.

**GA**

**b. Ladies' and Disabled Toilets refurbishment**

An application to the lottery fund is currently being prepared, seeking funding for this project.

**GA**

**c. Annexe Hatch Shutter**

A new hatch cover has been made and the surround painted.

**d. Pedestrian access control barriers**

the delivery of the pedestrian access control barriers is still awaited. John Yeoman and Geoff Allen would install and paint them when they become available.

**JY/GA**

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

GA presented the committee with the schedule of the events and stalls which are planned for the Fete, a copy of which is attached to these Minutes.

**7. Any other business**

None

**8. Date of next meeting: Wednesday, 12<sup>th</sup> June 2019, at the Annexe,**

**9. The meeting closed at 20.35 hrs.**

**POST MEETING NOTE :**

John Jevans had a text message from Steve Dyos yesterday apologising for not being at the meeting but was delayed by his work. In order to relieve the pressure on parking, Steve has arranged for 4 teams to train mid-week.

He will ensure that the 4 x 4 truck is repaired by Monday latest.

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## Malborough Village Fete 2019

	Confirmed	Detail
Floats, money matters, payments etc	y	GA to provide spreadsheet for floats prior to event
Music	Y	Music Track for Hall plus microphone for outside
<b><u>Activities</u></b>		
Malborough School, Maypole Dancing	y	Children arriving at 12.30pm
Karate Demonstration	y	Demo starting 2.30pm
Children's Sports	?	Waiting to hear re organiser
Visit by Fire Engine	Y	To be positioned to enable to attend a 'shout' if necessary
Bouncy Castle		Gives MVH a contribution but no cost for hire
<b><u>Activity Stalls</u></b>		
Bowl for a Pig	Y	Balls, Netting, Scoreboard and target board
Vintage Games	Y	Giant Connect 4, Jenga, Dominoes, Bean Bag Toss, Hoopla and Tin Can Alley
Coconut Shy	y	Stall, netting, balls, bucket, coconut and hoops
Splat the Rat	y	Will be next to Wood Stall
<b><u>Food and Drink</u></b>		
Ploughmans Lunches / Sandwiches		
BBQ		Meat Supplies from Salcombe Meat Co
Bar/ Pimms and Soft Drinks		
Cream Teas and Homemade Cakes		
Ice Cream Van		25% of gross profit on the day
<b><u>Stalls</u></b>		
Salcombe & Malborough Flower Club	Y	Garden and Flower Stall
Malborough Pre-School	Y	Face Painting / Child friendly game
Malborough School	?	Waiting to hear from them
Raffle	Y	Donations welcomed. GA chasing possibles.
Book Stall	?	If sufficient donations of books
Produce	Y	Allotment Association
Little Acorn Bakery, Aveton Gifford	Y	Eco friendly Plant Based Bakery
Maggie Berndt	Y	Cushions / Cards etc
Geoff Allen	Y	Hand-made Wooden items
Lucky Dip and Popcorn	y	Both Adult and Child versions of Lucky Dip
Devon Wildlife Trust	Y	Information Stand