

# MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

## Minutes of the Management Committee Meeting Held at 7.30pm on 11<sup>th</sup> November 2015 In the Annexe

### **Present:**

Gail Allen (GA), Andy Morgan (AM), John Mahood (JM), Pat Wood (PW), Jill Clarke (JW)  
Malcolm Wesley represented the Parish Council.

**Apologies:** Alan Purchase (AP), Andrew Hedges (AH)

Val Jevans (VJ), John Jevans (JJ) to attend meeting a little late

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

### **Matters Arising (apart from those being dealt with by Reports below)**

Circulation to Funeral Directors re MVH. GA to produce a new booklet for possible hirers giving the new rates when these are agreed for 2016. **Action: GA**

GA has notified Salcombe & Kingsbridge Info Centres re dates of Scarecrow Trail – 28, 29, 30 May 2016 for inclusion in their What's On brochures and online calendar.

### **Chairman's Report:**

**Portable Appliance Testing:** AM has completed this but will send data to GA in order to update Risk Assessment as a matter of priority. **Action: AM**

JJ and VJ joined the meeting at this point.

With the forthcoming Annual General Meeting (February 2016) there was discussion on the correct procedure for voting in new members. GA to circulate the committee with the Governance Document.

**Action: GA**

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

GA queried why the School does not appear on Aged Debtors Listing – maybe a matter of timing/prompt payment during August as they are invoiced at the end of the July term. JJ to check. **Action: JJ**

K & K outstanding amount of £60 still showing as a debt. JJ to follow this up. **Action: JJ**

VJ reported that the additional invoicing sent to Sam Johns as a result of his hiring of the Hall will not be paid and a credit note needs to be issued. **Action: VJ**

### **Secretary's Report:**

**Hall Roof.** Jettadrain have investigated the drains but have not been able to establish any pipework leading from the downpipes. The high pressure water jetting of the 3 outlets near the front entrance could only be surveyed to a 90° bend into the ground to what are suspected to be soakaways close to the building. The downpipe on the north west side of the building does not go into a soakaway but does not appear to be creating a problem. The downpipes between the north Fire Escape doors and the Annexe run into a gully and then along into a soakaway. This gully needs to be regularly cleared of debris and leaves. Tony Lyle (TL) carried out this clearing on 4<sup>th</sup> November when a blockage was discovered.

Having been presented with the various options by Jettadrain and also suggestions by TL and AM, it was agreed that the most cost effective answer for the south facing downpipes would be for GA to ask TL if he would be prepared to cut out where the downpipes finish and form a slope to pick up the existing square downpipes in the concrete, topping off with a grill and surrounding with a bund. **Action: GA**

**Conifer removal.** This is now completed and GA has asked Paul Rogers if he could cut back the bank with his machine when he is able. (The Parish Council have agreed that this should be done.) Andrew Marsh's invoice has been paid. There is still some spoil on the ground near to where the conifers were removed which is from storm damage. The branches have managed to lodge themselves in the ground and need removal with a chain saw / working party.

### **MVH and PC Projects**

- **Proposed Dog Walk – Cumber to Cycle Track**

Tony Lyle and GA have agreed the best way through the wood for the path. This will not have an impact on the School's Forest area but it will be necessary to re-develop an inner path for those walking without dogs. GA has consulted with Lesley Freeman whose land adjoins our wood and she is, in theory, in agreement with the path with the proviso that:

- a) There are signs asking for dogs to be put on lead if so requested to prevent any disturbance to her horses and
- b) That any gaps in the hedge line should be made secure to prevent dogs trespassing on her property
- **Gym Trail Equipment.** This equipment was demonstrated at the Table Top Sale on the 31<sup>st</sup> October and was well received. The Parish Council now need to source funding.
- **Heating / Energy Project.** Funding of £500 plus travel expenses of £250 (3 trips) has been applied for from Regen SW to cover the cost of an assessment by DARE. Time is becoming critical to be able to put in a bid for funding for a heating system by 31<sup>st</sup> December. GA to phone Regen SW and DARE to establish their timescales. **Action: GA**
- **A/V Systems, Interactive Whiteboard, Projector and Screen, Internet.** No progress on this as yet although it is considered a Whiteboard, Projector and Screen would be a great asset to the Hall / Annexe facilities.

**Traffic Cones.** In readiness for Bonfire Night GA had arranged to borrow 10 traffic cones from Nick Rowell at Tor Quarry who also offered to buy 10 good quality, heavy cones for us from his supplier for MVH to retain. Nick and Judith Rowell have since donated these 10 cones to MVH. They will replace the current lightweight posts used for overflow parking. Geoff Allen has made wooden tops with hooks to fit into the cones and onto which the existing plastic chain can be attached. This should make a more substantial barrier to mark the end of the overflow car parking. The cones are stored in the Shower Room in the Annexe. **(Post meeting note – it was agreed that GA should dispose of the posts.)**

**Drain Blockage.** In late October it was reported that a manhole cover was raised under the fence line at the top of the bank alongside the Collaton Road and water was pouring down onto the road. GA reported this to SWW who duly attended and worked on clearing the blockage (which, apparently, was further down the sewage line but which had backed up onto our land.)

**Motorcyclist on Field.** PCSO Dave Gibson has reported that the young motor cyclist spotted going across the playing field and back along the cycle track is to be spoken by one of Dave Gibson's colleagues as, apparently this young man is known to the police.

#### **Facilities: (Geoff Allen)**

Geoff has continued with his normal litter picking duties.

It had been hoped to burn the bonfire spoil but this has not been possible because of strong winds. AM to organise this before further dumping takes place (perhaps consult with Justin Harmer). **Action: AM**

#### **Sports:**

With no KM Representative present there could be no discussion regarding the proposed KM improvements but JJ to contact KM to confirm that no outside work can go ahead without prior agreement of MVH except for those items already agreed. AM queried the guttering work on the pavilion – where would the excess water be channelled? **Action: JJ**

There is a possibility of Netball funding for youngsters 14yrs and over in the Village. In the first instance it is necessary to establish interest. JJ agreed to co-ordinate responses and investigate sizes of netball courts.

Malborough in Touch to circulate plus information in Messenger. **Action: JJ**

#### **Booking Officer:**

12<sup>th</sup> Feb 2016 – Italian Evening – meal cooked by Liz Turner of The Dinner Service

23<sup>rd</sup> April 2016 - Monster Mash

28<sup>th</sup> Nov 2015 – Nick Rowell

May 2017 – Wedding. Hatch Marquees meeting at Hall with Hirer plus VJ for pre-discussion Friday 20<sup>th</sup>. VJ has had enquiries about Judo and also Baby Ballet, Primary Ballet, Tap and Zumba. Baby Ballet would like to store 2 barres - 10' long. MVH would prefer not to have extra equipment left on site unless this would preclude the hire. Perhaps could be stored under the stage which has now been cleared out or the hirer may be able to use temporary barres.

KATS have already booked their dates for 2017.

VJ had notification that the Hallmaster – licence expires in 2 weeks. VJ to ask for invoice so Alan can pay.

**Action: VJ**

The Yoga sessions finish soon – not yet known if there is to be another booking.

### **Bonfire Night – 5<sup>th</sup> November**

Bonfire Night had to be cancelled because of weather and ground conditions. Expenditure on Fireworks - £1300 and BBQ Food of £158. Collecting boxes in the Post Office and Co-op generated an income of £28.24. The Dinner Service were asked to cancel the cooking of the pig before work commenced. Luminous items (Sale or Return) and High Viz Jackets were returned to Salcombe Town Regatta Committee. Beer order was cancelled. St John's Ambulance First Aiders agreed not to invoice us the 50% which could have been due. Devon Air Ambulance was informed although GA suggested perhaps we could hold a raffle for them at the PG&S Concert on 12<sup>th</sup> December. Tesco had given us 16 litres of Cider and GA returned these. Keith Makepeace of Soar Mill Cove had agreed to give us £100 towards the event but as the event did not take place, did not make the bank transfer but has promised the same amount for 2016. The Committee discussed the possible use of the fireworks and it was decided that they should be retained for use at Bonfire Night 2016 (a Saturday). AH had mentioned that he would prefer the site of the bonfire to be changed next year. This is not possible.

### **Gang Mowers**

There was an issue with gang mowers early in the year when a replacement set was given by DGM to MVH to allow grass cutting to continue. Alan of DGM has asked that we pay £450 for this set of gang mowers (the old set is not functional). He has also recommended that he should survey the gangs to make any recommendations for additional work necessary. It is important that we keep these in good working order to maintain the standard which Jonathan is working on.

**Action: GA**

### **Gilbert & Sullivan Concert – 12<sup>th</sup> December 2015**

Currently 9 tickets have been sold by KIC and 4 tickets by GA

GA to get in touch with Margaret Ellis of Malborough Church as she details on how to contact Radio Devon. Posters to go up around the Village and email one to Malcolm Wesley for the Combe area. WI and Flower Club to be emailed.

**Action: GA**

**Action: VJ**

PW offered to present a raffle prize of a meal and Malcolm Wesley to also provide prizes. Proceeds to Devon Air Ambulance Trust.

**Action: PW**

### **Any Other Business:**

The TV programme – 'The Coroner' starts on Monday 16<sup>th</sup> Nov (this was filmed in the area and the production team parked in the Village Hall Car Park from time to time.

GA asked if JC could ensure that the Hall chairs are left stacked tidily and 8 high to avoid the necessity of Hayley (cleaner) having to rearrange on a Monday morning.

PW asked if we could have a Christmas Tree this year and was prepared to donate £100 towards the cost. Malcolm and Barbara Wellesley are also prepared to pay £100 from their charity.

GA to contact East Soar Farm to see if they would be able to get a suitable tree from their supplier and also contact Salcombe Town Council to see if a tree could be purchased from the same supplier and thus delivered to Malborough on the way through.

**Action: GA**

***The meeting closed at 21.05 hrs.***

***The next meeting is due to be held on the 9<sup>th</sup> December 2015***