

**Minutes of the Management Committee Meeting
Held at 7.30pm on 14th October 2015
In the Annexe**

Send copy of KM officers to Andy M

NB: Disabled notice

Present:

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

Gill Boyce represented the Parish Council.

Apologies: Pat Wood (PW), Jill Clarke (JW), Andrew Hedges (AH), Alan Purchase (AP)

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)

AM had received a letter from Brian Taylor in response to letter sent to him on the 13th September querying why there was a plaque in the Hall relating to the building of the stage. Brian Taylor said that he had built the stage, Clifford Wood had done the electrical work and Mr Taylor's students had built the stairs. His letter then stated that the erecting the plaque is incorrect. However, as pointed out at the meeting the plaque he refers to is dated 2004 and relates to the stage extension funded by MAD. The Committee agreed that no reply to this letter was warranted.

(Post Meeting Note: Disabled Parking Signs have arrived and will be fitted a.s.a.p.)

Chairman's Report:

Coin Meter change: AM to change the Meter on Wednesday 21st October. Hirers will need to be notified of the change of coinage necessary from 50p to £1 or £2 coins. **Action: AM**

Portable Appliance Testing: AM has completed this but needs to send data to GA in order to update risk assessment prior to the 20th October. **Action: AM**

Old Pavilion Repair: AM has started work on supporting posts and more work is required. The Committee agreed that he could purchase sterling board for the inside and that this should be painted white. Possible expenditure less than £100. KM owns the linemarking machine currently in the Old Pavilion. **Action: AM**
KM may possibly replace the container with a larger one but under the terms of their Lease would need to advise MVH of this change.

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

JJ will follow up the amount of £60 outstanding for K & K which AP needs to transfer across.

JJ confirmed the Bank Balances as at the end of August : Treasurers Account: £27,516, Wood : £4126, Reserve (including £10k legacy) : £13,327, NSI: £4,488. The Tennis Account has been transferred to the Treasurer's Account. The NSI Account will also probably transferred to Treasurer's Account. It is necessary to keep a contingency fund available to cover operating costs.

(Post Meeting Note: AP will split the amateur dramatics' invoices to reflect the separate sales codes so that it will be easier to compare year to date figures.)

Secretary's Report:

Hall Sumps and Gratings. Tony Lyle has investigated the areas around the new downpipes and has reported back that a bottle drain with grid be inset into the concrete and connected to the existing system. This will trap any debris which arrives from the downpipe and can be cleaned out on a regular basis. For the 5 downpipes the estimate would be £400 with a reduction in price if he finds he can get the work done quicker than expected.

WM Construction have also looked at the necessary work and have suggested that, prior to any work being done, we should have a company called Jettadrain to investigate where and in what condition the soakaways are. **(Post meeting note: this has been arranged for Monday 19th October at 11.30am)**. Cost is £65 per hour plus VAT with a suggested timescale of 4 hours. GA to liaise.

Conifer removal

Andrew Marsh has cut down the majority of the old conifers. The work has taken much longer than he anticipated because of the way some of the trunks had twisted around each other. It is also impossible to remove the roots. 4' lengths of trunk were cut and have been collected – free of charge. Geoff Allen has burnt two bonfires of the spoil. The remainder of the trunks will be cut by Andrew Marsh as soon as he can manage this. Paul Rogers has offered to cut the bank alongside the Collaton Road with his machinery free of charge. The Committee agreed to this and, once done, the fenceline can be assessed for the necessary further work. GA informed the Committee that the remaining trees on site all need a certain amount of work to put them in good order. GA to review Andrew Marsh's invoice with the Committee. **Action: GA**
JM asked if any soundproof barrier was being erected around the Bottle Bank because of the noise created by recycling at all hours of the day and night. Gill Boyce mentioned that the original plan was for bottles to be left only between the hours of 9am and 9pm.

MVH and PC Project Brainstorm – (JJ, GA, John Yeoman and Debbie Ede)

- **Proposed Dog Walk – Cumber to Cycle Track**
The suggestion of providing this path has been raised with the SVRA to agree an access point. This will be discussed at their next Committee Meeting. GA has asked one contractor, Ed Tarr, to produce a quotation for stock fencing along the bottom of the Wood. Once everything has been agreed it will be necessary to find the funding and obtain 2 further quotations.
- **Gym Trail Equipment.** The Parish Council has arranged for demonstration equipment to be in MVH grounds on the 31st October 1pm – 4.30pm giving all a chance to see what may be available.
- **Heating.** GA has completed an Assessment Form for DARE who have now come back with a quotation of £500 to assess and make recommendations regarding the most appropriate energy saving measures and heating options suitable for the Hall. GA has also been in consultation with Malcolm Wesley (who lives in Combe) who is looking at other possibilities in terms of other companies who could be involved
- **Hearing Loop, Audio Visual Systems, Interactive Whiteboard, Internet, Projector and Screen.** GA and Malcolm Wesley visited Thurlestone Parish Hall on Wednesday 14th to look at their various A/V Systems. They have all of the systems mentioned above and these are dealt with through a cabinet of equipment. All of the items mentioned are in regular use by many of their groups including WI and various meetings. Gill Boyce pointed out that an interactive whiteboard would be a useful asset for the Annexe for the WI and other groups who often choose to meet at other sites because of their facilities. In terms of lighting it would be useful to speak to JC about the needs MAD would have. **Action: GA**

Police Liaison

GA has been in touch with Dave Gibson regarding a number of matters:

- No overflow parking now available for Bonfire Night – field ploughed and sown. Dave Gibson suggests that we contact DCC to explain no policing available. **Action: GA**
- A young lad was seen going across the field on his motorbike across to the Skateboard Park. He then returned via the cycle track to the car park where he returned his bike into a maroon van. Steve Dyos from KM came across from the pavilion to let him know that this was not a sensible thing to do – particularly with young children playing in the play area and on the field.
- A group of skateboarders had deposited various roadside items (barrier, blocks etc) onto the skateboard park. In addition, they had been leaving tremendous amounts of rubbish – bottles, packets, tins etc on the table and on the ground. They were spotted by a parishioner making additional ramps who contacted a member of the Parish Council. Two Parish Councillors and Geoff Allen all went to speak to the skateboarders with the result being that Geoff was asked to find out if the waste bin currently on site could be removed to a more suitable position and the

skateboarders were asked to contact the Parish Council if they felt that the equipment currently provided was insufficient. As it was going to prove to be expensive to have the bin moved by SHDC as they would only re-install a current model of bin, it was suggested that perhaps a solution would be to arrange for a builder to do the work. JJ had been contacted by our local mobility officer, who has been informed that any rubbish on MVH land has to be cleared by us and not SHDC. Whilst the officer was on site he spotted a person with 2 dogs off their lead near to the Skateboard Park who announced she was a member of the Parish Council. (Clearly she is not). The officer will be making fortnightly visits.

- It has been reported that a Cumber resident has been seen on the playing field exercising his Jack Russell. Apparently this dog did bite a member of the public some time ago. The incident was reported to the police and dog warden. He was seen by one of Jonathan Hawtin's workers who explained that dogs were not allowed on the field. The resident became aggressive and threatening. Dave Gibson will be having a word.

Groundwork

GA asked Ed Tarr to use his digger (whilst he was working at Highland) to remove the little hump just inside the field gate off the car park – thus removing a trip hazard.

Facilities: (from Geoff Allen)

Emptied Gas & Elec meters - money to GCA for Banking

Turned water off in Ladies Toilet - leak!

Extended Litter duty (1 1/2 hours) to clean-up Wheels Park on several occasions because of dumping and rubbish

Fitted Cabin Hooks to Car Park Fire Doors

Replaced washer in Kitchen tap

Liaised with Chris Tucker re the repair of the Ladies Toilet

Adjusted Gang Mowers

To Tor Quarry tip with John Yeoman to dispose of rogue kit left at Wheels Park

Several sessions of burning brush on the bonfire site from Collaton Road felled trees

Discussion with SHDC & PC re Litter Bins at Wheels Park

Sports:

Grass has been cut well on pitches. KM closed new pavilion for senior football teams prior to redecoration. The Committee noted that this should be previously advised to MVH before work is carried out.

Fortunately the Annexe was available for use by the senior football team. It is unfortunate that no KM rep has been available for MVH meetings so that discussions on this topic could have been undertaken beforehand. Outside painting of the Pavilion needs to be done every 3 years with the window frames varnished too. (This latter job was not undertaken during the last paint.)

Booking Officer:

Yoga is now booked for 5 Wednesday mornings (except Half Term) and will continue after then depending on demand. Mervyn Johns has now closed the Cub pack as no-one had come forward to take over from him. The District Commissioner trying to find someone to take over the pack. If the pack does not re-start then the equipment could go to other groups.

The Hall has been booked for a funeral on Friday 16th through the funeral directors. VJ suggests perhaps we could ensure that all such companies in the area are circulated with MVH details together with suggested caterers.

Action: GA

There are 2 children's parties in November, a Table Top Sale and Coastguard training sessions.

Re suggested Italian Evening VJ has received a sample menu from Liz Turner at The Dinner Service. This was circulated to the committee members present and it was decided to set the date of Feb 12th 2016.

Action: VJ

Bonfire Night.

The first of the Bonfire Committee Meetings has now taken place between JV, VJ, JM, JC, GA, AH and Madge Bailey. The overflow car parking offered by Robert Rogers is now not available so it was decided that we need to offer the grass area beside the tennis courts (weather providing) as additional parking

which would need to be marshalled. GA to buy additional 30 temporary fencing stakes and hazard tape to ensure that the various areas – Firework, Bonfire etc are clearly cordoned off. Further discussion on this topic to be undertaken at the next Bonfire Committee Meeting. **Action: GA**
Bottom of field to be staked off ready for bonfire building to ensure vehicles do not pass over the pitches. **Action: AM**

Any Other Business:

- We are holding a Table Top Sale – 31st October 2pm – 4pm. Tables £5. Bookings – VJ.
(Post meeting note: Andy and Cherie Morgan have agreed to do the refreshments)
- Gill Boyce asked if the Scarecrow Trail – 28, 29, 30 May could be entered into the **Whats On** info.
Theme for 2016 is Rulers and Royalty. **Action: GA**

The meeting closed at 21.22 hrs.

The next meeting is due to be held on the 11th November 2015