

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

Minutes of the Management Committee Meeting Held at 7.30pm on Wednesday 9th October 2019 At Sunny Thatch, Malborough

1.Present:

Gail Allen (GA); Tim Chandler (TC); John Jevans (JJ); Val Jevans (VJ); Andy Morgan (AM);
Jonathan Towne (JT)
Ann Kendall (AK) representing Malborough Parish Council
Hannah Butler(HB), from Malborough Village Bonfire Night committee

2.Apologies:

Jill Clarke (JC); John Mahood (JM);; Duncan Pope (DP); Kevin Broom(KB) representing KM

3.The Minutes of the last Meeting.

The Minutes of the meeting of 11^h September 2019 were approved by the Committee, and signed by the Chairman.

Proposer: VJ; **Seconder:** JJ

ACTION

4. Matters Arising from the Minutes:

The Treasurer will be submitting the final accounts for last financial year to the Charity Commissioners before Friday, 11 October 2019.

DP

5. Bonfire night

Final plans for the evening are now in place, emergency services have been advised, and it is assumed that numbers will be less than 800, However as there are many entrance points this is difficult to police. Some limited advertising will take place to attract visitors from Salcombe and area. Pre-event briefing will be held in the Annexe.

Market stalls

- the bar will be in the new clubhouse, bar only, toilets in the Hall to be used. The new clubhouse is to be thoroughly cleaned, Hayley will be asked to do this.

GA

Double stall for barbecue and hog roast, these to be provided with separated queueing

Single stall for flashing novelties

Geoff Allen and John Yeoman will be asked to erect the frames.

The football nets will be raised to provide access

Additional parking will only be available if the grass is dry and firm

Entrance to the toilets in the Hall will be via the main entrance

A team has been put in place to clear the fields early on the morning of Sunday 3rd

A381 access gate will be opened to facilitate deliveries on Saturday 2nd

AM to be advised by HB of exact electrical requirements

HB

Risk Assessment

Risk assessment procedures are established although the emergency procedure has yet to be made available

the bonfire area will be roped off on the morning of Saturday 2nd, final decision with regard to prevailing weather will be taken then by AM

AM

6. Reports

a. **Chairman's Report (AM):** none

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

Written accounts YTD were presented to the committee.

Bank Balances at 30.09.2019

General Account	£36,188.41
Wood Account	£3,674.86
Savings Account	£13,357.15
NS&I Account	£4,613.57
TOTAL (inc. £10,000 donation)	£57,833.99

The Treasurer will be asked to provide:

- A copy of the accounts for the last financial year
- A detailed account of the costs of upkeep for the fields including,
 - Maintenance of equipment
 - Wages of contractors
 - Miscellaneous expenses

DP

c. **Secretary's Report (TC):** none

d. **Sports (JJ):**

Tennis Courts:

Two estimates received for the refurbishment of the tennis courts as follows:

1. Porous cushion court: expensive and consists of a cushioned acrylic matting, coloured, approximately £30 per square metre, so overall cost around £30,000. Does not include replacement of perimeter fencing.
2. Replace present surface with new porous macadam, cost approximately £15,500+ VAT to surface the courts with a 25 mm overlay and another £2,500 plus VAT to colour spray with acrylic paint.

Depending on conditions of current surface which cannot currently be determined

Options

1. A multiuse service for e.g. tennis and netball (MUGA)
2. Simple tennis courts; we are advised that painted porous macadam is best for both as synthetic grass does not provide enough traction underfoot.

Neither of these estimates includes the perimeter fencing. We are advised the total cost including fencing and unforeseen problems could be in the region of £50,000. It is also possible that with option1 we would have to replace the current surface. No estimate as to how this would affect the price has been obtained.

(a written report has been circulated to all committee members from Kevin Broom at KM, who was unable to attend this meeting.)

e. Booking Officer: (VJ)

The School has booked the Hall for the whole day on Wednesdays until May 2020.
Wednesday, 16 October Flu Jab Day is in the Hall and Annexe from 9 AM till 12 PM.
Friday, 18 October The piano will be tuned
Friday, 18th Redfern Health Centre are holding a tribute night in the Hall
Saturday, 19th October, a Fashion Show by Aveton Gifford School PTA
Saturday, 9th November, a Murder Mystery Evening for Cancer Research

Expected wedding reception next August or September 2020, awaiting confirmation.
Interest from a new well-being class for different age groups, three sessions a week; also possible new yoga class.
Keith Steer from the Horticultural Societies has amended bookings from 6 PM on Thursday to 1 PM on the Wednesday for 2020. August date as agreed but, as School will be back, it will be from 4 PM for the September booking.

7. Projects

Car Parking

in view of the delays, the Parish Council is considering moving the available funding to another project, and it has been suggested that a multiuse games area would be acceptable under the terms of 'Open Space 106 Monies'. This leaves us with no proper surface for the overflow car park. Justin Harmer will scrape the side of the car park along Salcombe Road hedgerow to give as much available parking as possible. The white lining company awaits instructions once this work is finished.
We continue to get many hirers (some of them are regulars) who insist on parking on the slip road rather than the car park, even though there are spaces at the cub garage end. It is suggested that creating a path alongside the Annexe to the front door would help to alleviate that issue.

Ladies and Disabled Toilets

Comparative quotes for the work are awaited.

MVH tree inspection

As agreed at the last meeting, the contractor has been advised that we wish to go ahead. He expects to be available to do this in the next couple of weeks. Once the report has been received we will need to review the situation as any dangerous trees/branches will need to be felt.

Hall Floor:

The specialist company who has previously worked on the Hall Floor has been asked to quote for the repair of some of the planks. Other local companies have also been approached.

GA

Gang Mowers

Tony Lyle has advised that the gang mowers are showing signs of wear and tear as a result of the heavy work schedule for this ageing piece of equipment. The Chairman offered get in touch with a contact of his to examine the gangs and prepare a quotation to bring them up to scratch.

AM

The Old Pavilion

TC thanked GA for looking after this project during his absence on holiday. It was agreed that the next step is to arrange for a working party to clear out of the old pavilion all the unused equipment and the chairman undertook to contact a friend in the village who has a trailer and will be approached to ask to clear the rubbish that we removed from the pavilion.

AM

(It has been learned subsequent to the meeting that the approved building contractor JMV is planning the work to start in January 2020)

9. Any other business

TC enquired as to the frequency with which the gang mowers are used, and was told that they are used almost every week throughout the year. In the light of the constant need for repair to the gang mowers it was suggested that we should look into replacing them with a more modern and reliable piece of equipment. It was pointed out by the Chairman that the modern ride-on three-gang mowers are very complicated and require constant ongoing maintenance to keep them running.

TC had been contacted by Kathy Harrod, the chairman for the Kingsbridge and Salcombe Chamber of Commerce, in response to an invitation for a special reception to invite all members of the Chamber to visit the Hall, meet the committee members and be shown the facilities that are available to them. He will respond positively and notify the committee of developments by email.

TC

VJ advised that in conversation with DP she had learned that his work will be taking him, out of the area and that he will not stand again at the AGM. The committee will take immediate steps to find a replacement.

ALL

Remembrance Sunday will be on 10 November 2019; MVH have not been represented in the recent past, but the JJ and VJ agreed to act as representative to lay a wreath (which has been ordered from Tony Axtell who supervises the provision of these on behalf of the Royal British Legion, and will be delivered prior to the 10th).

AM

The Co-op Community Fund is due to make the final payment to MVH in respect of the provision of Wi-Fi in the Hall at the end of October. It will be necessary to investigate the various options to provide this facility.

GA

We have been offered a Christmas tree, 14 feet high, the cost of cutting and transporting will be down to us. GA to visit the site to determine if it is suitable

GA

10. Date of next meeting: Wednesday, 13th November 2019, the venue to be advised.

11. John and Val Jevans were thanked for their kindness and hospitality in hosting the meeting at their home.

12. The meeting closed at 2115.