

# MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

## Minutes of the Management Committee Meeting Held at 7.30pm on 9<sup>th</sup> April 2014 In the Annexe

**Present:** Andy Morgan (AM), Geoff Allen (DGA), Val Jevans (VJ), John Jevans (JJ), Gail Allen (GA), Margaret Pearse (MP), Debi Kerlake (DK), Pat Wood (PW)

**Ann Kendall attended the meeting as Parish Council Representative**

**Apologies:** Tony Lyle (TL), Jill Clarke (JC), Alan Purchase (AP)

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

**Matters Arising from the Minutes not dealt with by Reports below:**

DGA queried whether or not AM had removed the borrowed barrier from the Cumber Close entrance following its closure in February. AM to do this 10/4/14.

**Action: AM**

**Chairman's Report:**

**PA System:** AM is waiting to hear from Nick Tee (NT) regarding this installation. DGA to be informed when work is to be done so that he can provide the scaffolding platform if required. PW had had a conversation with Nick Tee on another matter and Nick had thought the PA System would be installed 1<sup>st</sup> week in May.

**Action: AM**

**Play Area – Pavilion Path and Drainage**

Justin Harmer is prepared to do this work but needs to locate a digger for the purpose.

**Action: AM**

**Fire Exit Lighting and Portable Appliance Testing**

AM to carry out this work on either the 10<sup>th</sup> or 11<sup>th</sup> April.

**Action: AM**

**Treasurer's Report:**

**MVH Account Audit** - As AP was unable to attend the meeting unexpectedly, no update was received on this item.

DGA raised the point that GCA had raised with AP regarding the difference in the Gas income from last year and informed the Committee that he now has a further £141 re Gas and £18 re Electricity to hand in to AP. DGA raised a query regarding electricity supply and was advised that the sockets and lighting in the Hall are not chargeable and there is therefore no income from these.

**Secretary's Report:**

**DCC Land ownership:** The Committee confirmed that the transfer of the chevron of land currently registered to DCC should go ahead and thus AM signed the Heads of Terms as Chairman of MVH & PFA. GA to liaise with Norfolk Property Services on this.

**Action: GA**

**Rooted Christmas Tree:** With a cost of £155 to get permission from DCC it was felt we could not agree to this. DGA suggests, however, that we should have a rooted Christmas Tree which could be planted on our side of the hedge. PW suggested that we could cut down the unwanted bushes beside the wall alongside the electricity supply which would mean the Christmas Tree would be more easily seen. It was thought we should perhaps have a Nordic Spruce. DK offered to find out information from a specialist grower in Bigbury. The budget for this would be approximately £80.

**Action: DK**

**Stage Curtains:** The curtains are being removed on the 15<sup>th</sup> April to have a new, more substantial, heading tape applied and also the hem altered. This should prevent the curtains drooping and the fabric being chafed on the staging. They will be returned within 24 hours. She will charge £2 per metre for the tape and £5 per width (5 widths in each curtain) for the work.

**Action: GA**

**Gilbert & Sullivan – 5<sup>th</sup> April 2014.** A very successful evening raising a net figure, including the payment to Plymouth Gilbert & Sullivan Fellowship and all advertising costs, of £390. It is hoped that they will return

for another performance in 2015. GA thanked JJ, VJ, DGA, PW and MP for their help with various aspects of the evening.

PW wondered if The Gaffers would be prepared to come and do a performance and it was felt that other choirs could be invited for an evening with them. DK's friend, Sally, came 2<sup>nd</sup> in The Voice (TV programme) and she has promised to come to Malborough to perform for free (travel expenses to be paid). DK to liaise with Sally and VJ to book a suitable date. **Action: DK**

**Scarecrow Trail – 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> May 2014.** Plans are underway and Raffle Tickets are being printed. There will be Teas and Coffees in the mornings, Ploughman's Lunches and then Cream Teas in the afternoon. A Ceilidh is planned for the Saturday evening (24<sup>th</sup>) with food and a Bar. Andy Morgan and his team are doing a Sunday lunchtime BBQ. GA asked for volunteers to help during these three days. **Action: GA**  
**MVH & PFA Publicity Brochure.** GA had revised this brochure which she had produced and had professionally printed several years ago. She has had a quote for 100 at £72 or 250 at £102. The Committee agreed that 250 should be printed and that these should be distributed to Salcombe and Kingsbridge Information Centres as well as the dispenser on the Hall noticeboard. **Action: GA**

### **Facilities:**

**Hall Roof:** DGA has received a quote from SMW Roofing of Totnes (as recommended by Redland who manufacture the tiles and who have prepared a specification for the Hall Roof). DGA is meeting with Olly Gocher (who tiled the New Pavilion) on Thursday 10<sup>th</sup> April and is awaiting information from TL on any other local Roofers he would suggest we ask to quote. DGA also knows of a contact, Tony Paul, in Malborough but does not have his telephone numbers. MP to find these out. **Action: DGA/TL**  
SHDC have advised that the change of roof tiles will not require us to seek Planning Permission, however it is suggested that they are advised of our plans in writing before work commences.

**Litter Duty:** The refuse bins sited at the Wheels Park and corner of the Tennis Courts continue to be emptied weekly and all areas (except wood and sports fields) cleared of any other litter.

**Annexe Fascia:** This job is still pending and is estimated to be done in April/May. **Action: DGA**

**Play Area:** TL to address the problem of the rocking Picnic Benches in the Play Area when the weather is settled. **Action: TL**

**Gang Mowers:** DGA has replaced the fractured height link, gearbox filler caps have been eased and gearbox oil ordered. The tyre on the 4 x 4 Truck has been inflated but it is unclear how long this will stay that way. PW advised that Simon Wood would help if there is a problem with the tyre. DGA asked AM where a supply of red diesel can be obtained. AM to contact Mark Rossiter to see if he would be willing to supply. AM then to forward contact info onto DGA. **Action: AM**

**Car Park sign:** DGA has been given permission by Wales & West to put a Patrons Only sign onto the Gas Governor Cabinet. The sign has been ordered. **Action: DGA**

### **Sports:**

JJ attended the AGM of the Cricket Club where the safety of children was discussed. Nets will be going up before first match and there will be more signs to point out possible danger. There is to be a local rule of '6 and out' on the play area side of the ground (which has proved to work well at Aveton Gifford). Thus the CC can be shown to do everything possible to ensure the safety of all.

JJ has received an email from Duncan Pope (Chairman of Moonrakers) asking if PineBridge Investments could rent the Cricket Pitch and Pavilion on the 24<sup>th</sup> May (the Saturday of the Malborough Scarecrow Trail). A figure of £125 was suggested as appropriate. There may be Junior Football on that day which would mean the Pavilion would be needed in the morning but should be clear by about 11am. The Senior Football section should have finished by the 3<sup>rd</sup> May but JJ should check with Mark Whiting. **Action: JJ**

**Tennis Nets:** Sports Netting Company supplied the previous ones which are Club Tennis standard. It was agreed that we should buy 2 new ones for use during the Summer and replace them with the old ones during the Winter. **Action: JJ**

### **Booking Officer:**

VJ has sent a parking bill of £120 to the removal company, GB Liners, for the unauthorised parking of 2 large removal vans for 36 hours on 31<sup>st</sup> Mar – 1<sup>st</sup> April.

VJ had charged Mrs Warrillow £35 for cleaning up after her party and has had a response to say she was not happy but had, however, paid the invoice. As it took 1.5 hrs for VJ, GCA and JJ to get the Hall and Kitchen back into a semblance of order it was felt that this additional charge was justified.

PW has booked a Bingo Evening for the 29<sup>th</sup> May.

Following various emails, the first mutually convenient date for the "Supper Evening" by Hall and Hearty is 7<sup>th</sup> November. Apparently they are proving to be extremely popular evenings.

VJ advised AM that a PA System is needed for the 10<sup>th</sup> and 15<sup>th</sup> May.

VJ and GCA had had a meeting with the Monster Mash team to discuss their requirements. They will be erecting scaffolding on the hard standing on the afternoon of Friday 25<sup>th</sup> and dismantling this on Sunday 26<sup>th</sup> for collection on the Monday. This is subject to no hirings being taken on the Friday which would object to this.

### **Wood :**

**Grass Cutting Update:** GA updated the Committee, in TL's absence, that the paths through the Wood have now been mown by Jonathan Hawtin making it much easier to enjoy the facility. Jonathan will be cutting the playing fields whilst TL is away.

**Picnic Benches:** TL has advised that he has arranged for the slabs to go under the picnic benches to be delivered during his absence. He will be fitting these upon his return from holiday and will also be chaining down the bench near the Wheels Park to prevent it being moved around the field. **Action: TL**

**Hall Roof:** TL had asked GCA to inform the Committee that he wished to look into the possibility of replacing the Hall tiles with a solar panel system as there is Government money earmarked for Community Renewable Energy Initiatives. This he would do upon his return. **Action: TL**

### **Hall Chairs**

No progress on this project as yet but MP hopes to hear from her contact regarding the chairs in Kingsbridge Methodist. DGA has heard nothing from his contact.

**Action: MP**

### **NSI Account**

AP has now received a response from NS&I regarding the change of authorised signatories on the Investment Account which has recently come to light. It was agreed that AP, DGA and TL should be the new signatories on this account and the Change of Signatories Form was completed as far as possible in the absence of AP and TL. TL to sign on his return from holiday and GA will then forward to AP for completion. The signed Resolution Appointing Signatories will also be forwarded to AP at this time. **Action: GA/AP**

### **Any Other Business:**

DGA queried the letter from the Parish Council regarding the lack of agreement between MAD Kids and the Zumba sessions. AK confirmed that Paul Pedrick was very unhappy that no agreement had been reached and had discussed the situation with NT who suggested that the Zumba timing could be 5.15 – 6.15. Unfortunately, this is not practicable for either the teacher or those attendees who work. Zumba sessions will be restarting in September. It was felt to be a pity as the sessions were a nice generator for the Parish Council to raise funds to go towards the Play Area.

MP had received a query from a resident of Cumber Close who had brambles growing into her garden and wished to know when MVH were going to remove them. MP was advised to let the resident know that she is very welcome to remove them as necessary. **Action: MP**

**The meeting closed at 20.25pm**

***The next meeting will be held on Wed 14<sup>th</sup> May at 7.30pm in the Annexe.***