

**Minutes of the Meeting of Malborough Village Hall & Playing Fields Association
Held after the Annual General Meeting on February 11th 2015
In the Annexe**

Present: Andy Morgan (AM), Alan Purchase (AP), Val Jevans (VJ), John Jevans (JJ), Gail Allen (GA), Margaret Pearse (MP), Pat Wood (PW), John Mahood (JM)

Apologies: Jill Clarke (JC),

Election of Officers

Chairman: Andy Morgan	Proposed: John Jevans	Seconded: Alan Purchase
Treasurer: Alan Purchase	Proposed: Gail Allen	Seconded: Val Jevans
Secretary: Gail Allen	Proposed: Andy Morgan	Seconded: Val Jevans
Sports Rep: John Jevans	Proposed: Gail Allen	Seconded: Andy Morgan
Booking Officer : Val Jevans	Proposed: Gail Allen	Seconded: Alan Purchase

Tony Lyle had agreed to act as representative for the Wood but not stand on the Committee

The Minutes of the last Meeting were approved by the Committee with the exception of an amendment to the Bingo Evening income figure from £1055.02 to £1155.02. The Minutes and the amendment were signed by the Chairman.

Actions arising from the last meeting:

1. Kitchen Coin Meter : AM to remove and take to Torbay contact for conversion to £1 **Action: AM**
2. Old Pavilion Repair : This is ongoing **Action: AM**
3. Audit of Accounts: (AP): Done by Nigel Martindale. AP to circulate Trustee Report and file Accounts **Action: AP**
4. Hall Roof Status (GA): As explained in AGM, the awarding of funds will be announced on the 17th March with the Executive sitting on the 5th March. There will need to be contingency allowed should replacement of fascia, guttering, insulation or battens etc be necessary. The current project cost is £32k. It may be possible to sell old tiles thus reducing the number of skips (saving £750) and also allow the roofers to use Annexe toilets (a saving of £150 on toilet hire) but these savings will offset any costs not included in the project total. This project is ongoing. **Action: GA**
5. Hall Boundary Conifers (GA): These are in urgent need of removal but clearly no decision can be made on these until the roof costs are known. **Action: GA**
6. School Equipment in Hall / Table Tennis Table (GA): The School are trying to raise funds by locating a scrap dealer who will take the climbing bars for revenue. Geoff Allen has made a wooden holder for the Floor Mats so that they look much tidier. AP has decided that he is unable to buy the Table Tennis Table. GA will find a buyer so that monies raised can be passed onto the Youth Club in the Baptist Church. **Action: GA**
7. Liaison with KM (GA, JJ): A KM Committee meeting has now been held and their representatives chosen (3). JJ to get in touch with Juliet Brodie to set up a meeting date between MVH & PFA and KM to discuss cohesive working. **Action: JJ**

Additional Points:

1. PW told the meeting that she had noticed that the new, large window replaced following the damage in December appears to have 'blown'. GA to investigate and arrange remedial work. **Action: GA**
2. Parish Council Cupboard. Following the discovery that no invoicing for this cupboard had happened since 2012 and the research by GA/AP into the archives, it was decided to forego any further invoicing in view of the support the Parish Council has given to MVH & PFA and also in light of the

fact that the PC is no longer receiving income from printing for other Parishes. GA to inform the Parish Council.

Action: GA

3. Facility Tasks. Before stepping down from the Committee, Geoff Allen had prepared a list of the Facilities Co-ordinators Tasks for the benefit of the remaining members. Geoff will continue to Litter Pick. JM offered to undertake the Water Meter readings, Electricity Meter Readings etc with Geoff's guidance. AP offered to provide Floats for various events, bank monies etc. The remaining tasks would need to be allocated as and when the need arose.
4. Repair of Junction Box on Stage. It had been reported during the Gas Certification process that there were bare wires protruding from a broken junction box on the stage. AM to repair this as a matter of urgency. **Action: AM**
5. Geoff Allen will close the Entrance to Cumber Close on the evening of the 12th until the evening of the 13th February. This is in accordance with the legal requirement to maintain our private land.
6. GA reported that she had received a letter from Wendeatts Solicitors, Kingsbridge, in connection with a Public Liability Claim on behalf of Natalie Yeoman. GA to write back with MVH & PFA insurance details, as requested. **Action: GA**
7. JJ had received a letter from Hayley Rutherford of Cumber. She had noticed that on Sundays many supporters of the Football teams playing are taking their dogs onto the Playing Fields. After the matches they then allow the dogs to run through the Play Area. She is aware of our rules of No Dogs on the Fields or Play Areas and asks that we endeavour to do something about it. JJ to contact our local dog warden, Tracey Weaver, to see if she may be able to visit when matches are being played or ask advice as to what we can do to prevent this happening. GA to furnish JJ with contact details. **Action: JJ**
8. JJ advised that the LTA Tennis Coach will be coming to Malborough during the Easter Holidays and will visit the School one week prior to the coaching sessions. The Coach will liaise direct with Helen Broadgate. It would be good to advertise the event more widely – perhaps an article in the Gazette. AP will let JJ have contact details for all feeder schools for Kingsbridge Community College. **Action: JJ / AP**

Any Other Business:

- AP advised that there is a fee of £622.66 payable to PRS. He has investigated this thoroughly but there is no reduction possible on this. It was agreed that there is no option other than paying it. **Action: AP**
- JM advised that the Village email is now up and running – Malboroughintouch@gmail.com. Details should be sent to John Mahood for inclusion.
- JM noted that we need more committee members.
- PW asked if meetings are to be held prior to MAD and KAT productions to keep on top of any damage occurring. GA advised that KATS had already asked for a meeting prior to their next production of Oliver. PW also advised that there is a marquee lining anchor point missing. This should be replaced at some stage – possibly by the marquee contractors as they will have these in stock.
- MP asked how much money was currently in the Bingo fund account as she wished MVH & PFA to buy the dishwasher. AP was not sure without checking the details. AM confirmed his earlier statement when he said that it was not possible to spend money until it is known how much the roof project is going to cost. Until the funding bid is announced and it is known what additional expenditure may be possible, no further projects can be undertaken. No roof – no Hall. There followed a debate on this subject but the Committee agreed that it is not possible to buy a Dishwasher and incur the relevant installation costs until it is known how funds stand. It was confirmed that the monies raised by the Bingo Evenings would be ring-fenced.
- VJ informed the meeting that she had arranged with Irene the MVH cleaner that she would be available to clean after a function, when required, at a cost of £35 (payable by the Hirer). It was confirmed that the Hirer is required to replace all furniture and tidied away and that Irene would only be cleaning. Four Hirers have taken up this option.
- MAD are having a clear out under the stage and are having a small skip delivered. The date planned is March 7th.

The meeting closed at 21.10hrs. **The next meeting is Wednesday 11th March at 7.30pm in The Annexe**