

MALBOROUGH VILLAGE HALL & PLAYING FIELDS ASSOCIATION

Minutes of the Management Committee Meeting Held at 7.30pm on 9th July 2014 In the Annexe

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

Apologies: Jill Clarke (JC), Tony Lyle (TL),

Parish Council: Ann Kendall attended as the PC Representative

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

It was agreed to bring forward the discussion on the new Hall Chairs to enable Mrs Wood to leave the meeting at 7.50pm.

Hall Chairs: PW and MP had borrowed a chair from South Brent Village Hall to demonstrate how comfortable this was. GA had obtained a sample chair from Trent Pottery & Furniture Company. This is a similar style to that from South Brent. However the prices differed greatly with 200 of the South Brent Chairs, including linking clips, totalling £9684. The Trent Pottery Chair (Richmond Model) totalled £4158. It was agreed that we should purchase 200 of the Trent Pottery Chair and GA was tasked to try and improve on the deal already quoted as we would require 50 more chairs to complete the furnishing of the Main Hall.

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

Chairman's Report:

Play Area – Pavilion Path and Drainage. AM reported that he had laid the Pavilion Path but that the drainage was not yet completed.

Action: AM

Fire Exit Light onto Car Park: Parts have been ordered for this and should be fitted shortly.

Action: AM

Hardstanding Area for Gang Mower: AM reported that this had been done by laying matting from the old play area. TL had sent in a report as he was unable to attend the meeting and this stated that the hardstanding should be comprised of planings or similar. The idea is to have something firm for the gang mower to rest on during the winter months. The cutting bed of the mower can be lifted before storage time, so should not be damaged by the hard standing. TL thinks that the matting will get ragged and break up the way they are at present.

Action: AM/TL

Windscreen for Gang Mower: A start has been made on this replacement but it was found that a cutting wire was required. Hopefully the work will be completed by Steve of Mobilemec during the weekend of 12/13th July.

Treasurer's Report:

MVH Account Audit - 2013 accounts have been audited and filed with the charity commission along with the Trustees Report and Examiners Statement.

NS&I – AP has now heard back from NS & I who have changed the signatories as requested. The new signatories now have to sign an authority to change the account address to that of AP as Treasurer because NS&I had given MVH address as Collaton Road. There is £4,455.02 in the account.

DGA noted that the year to date loss is £1,100 with no bills outstanding. AP is to consult with the Parish Clerk on the process regarding income for grass cutting. GA said she understood that MAD only get billed for their Hall hiring after their next concert (August) even though we have had to prevent other hirers from using the Hall during their rehearsal times. Presumably this is because of a cash flow problem. VJ to discuss this with JC. Taking into account the above items the accounts should just about break even.

The meter water for the Pavilion amounts to £30 and the Field Tap to £45. The Football Clubs use the tap as well as the Cricket Club. With the goal mouths needing to be turfed and therefore watered it was agreed that the cost of the amount of water used through the tap should be split 50/50 and the Pavilion water would be split between Malborough United and KM.

With regard to income for the utilities there appears to be a shortfall particularly for the electricity. With only £35 collected in the meter and bills amounting to £1,100 DGA offered to monitor electricity usage.

The income for Gas was £251 against bills of £546.

AP was thanked for his work on the accounts by DGA.

Secretary's Report:

DCC Land Ownership. Bartons and the Devon CC Legal Team are communicating with each other. We are awaiting the draft Transfer Deed.

Malborough with South Huish Primary School. GA had a meeting with Helen Broadgate, the Administrator of Malborough School, regarding the school's use of the fields, e.g. Sports Day etc, particularly when this is not on a normal Wednesday afternoon session. Helen will advise VJ of any future plans so that these can be registered on our Calendar.

Update on Hall Roof funding. GA has been advised that we may apply for funding from the New Homes Bonus (Ann Kendall informed the meeting that this funding is available to any village that has had some 20 houses built in the last 4 years). We need to submit an application in writing to the Parish Council and we need to have 3 reputable quotes – see DGA's Facilities Report. Any possible funding would not be paid until the end of December.

101 Cumber Close. GA has written to the owner of this property to explain there is no right of access onto MVH land through their boundary gate.

99 Cumber Close. It has been reported that this property has rear access to Malborough Wood with the area recently having been strimmed. AM confirmed that he had given permission for the owner, David Rundle, to have rubbish removed from his garden from the rear entrance. GA to write and inform the owner that there is no permanent right of access onto Malborough Wood through the rear of the property.

Action: GA

SHDC. GA recently arranged for vehicles to be moved from the leased end of the car park to enable SHDC workmen to tidy up the area. SHDC have noted that there is at least one vehicle with an out of date tax disc – one being February 2013. This is being reported to one of their Traffic Enforcement Officers who will put a notice on the windscreen of the vehicle for 7 days prior to towing it away. GA to speak to SHDC regarding the commercial vehicles which are constantly parking in this area as this is against the terms of the Lease between MVH & PFA and SHDC.

Action: GA

Wales & West. Contractors acting on behalf of Wales & West have cut the hedge alongside the car park. This is the annual cut as agreed in the Lease between W & W and MVH & PFA.

Car Boot Sale. The Hall Chair Sub Committee has discussed the possibility of having a Car Boot Sale to raise additional funds for the purchase of the final batch of chairs. The date chosen is Sunday 24th August and, if wet, the Hall will be offered to stallholders. It will be necessary to have a team of people providing teas and coffees in the Hall and also Marshalls who will direct the stallholders and collect the money.

Village Hall Post Code. There are many instances when we are requested to give a post code for the Hall – eg Sat Nav or when applying for licences etc. To obtain a post code for the Hall it is necessary to have a secure letterbox. DK suggested we could have a lockable box on the outside of the building which would comply with these terms however, good quality ones are expensive i.e. approximately £200. It was decided that this would not be an option at this time.

Marquee. GA advised the Committee that, with no sight of the Old Pavilion being tidied or repaired and thus no suitable storage for the marquee which had been offered, she had let the offer go to another buyer.

Tennis Courts. We now have 7 paid annual subscriptions with a further one applied for this week.

Facilities:

Hall Roof – We are still awaiting quotes from Ollie Gocher, Tony Paul and Stormforce Roofing (referred by Redland). All of these potential Contractors were chased on 8th July requesting their quotations or declinations. To date we have had a single quotation from SMW Roofing. DGA to send the Redland Specification to AM as he knows of a builder who would like to quote for the work.

Action: DGA

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.

Play Area – The Play Area was officially inspected on 26th June. DGA has now received the Report in which there are no Class A items but plenty of Class B. DGA to review the Report and act accordingly.

Action: DGA

Fencing – The Devon CC fencing bounding the cycle path near ‘The Blue House’ has rotted and fallen. This access point is becoming a new short-cut between the fields and the path. The matter has been brought to the attention of DCC (copied to John Yeoman) as it is their responsibility to maintain the fencing. **Action: DGA**

Kitchen – Locks have been fitted to the MAD cupboard as requested.

Hall Surroundings. The trees surrounding the Hall have grown and require attention. DGA queried if he should cut them or have professionals to do the work. It was felt that this should be a professional job but that funds do not allow this at present. DGA to have a bonfire in the next week or so to clear the pile of branches currently on the bonfire site.

Action: DGA

The Car Park has weeds growing around its perimeter which require spraying with weed-killer. AM asked if, at the same time, the Play Area Path could also be done. DGA to contact Andy Marsh to see if he would be willing to do this as he may have a commercial licence for this purpose.

Action: DGA

With the parking lines on the Car Park becoming faint, DGA agreed to re-spray them.

Action: DGA

Sports:

Sports Publicity Leaflet. JJ now has these printed sheets and will distribute appropriately.

Action: JJ

Tennis Courts. JJ is keen to get the youngsters playing on the courts and has emailed LTA – Tennis Devon to find out what funding is available for coaching sessions.

Old Pavilion: AM agreed to organise the sort out / tidy of the inside of the Pavilion and is keen that the repair to the outside is effected as soon as possible.

Action: AM

Ann Kendall informed the meeting that villagers can be heard saying that ‘they didn’t know there was a Tennis Court / Wood’ etc. and suggests that we should put an advertisement in each edition of The Messenger. DGA suggested that perhaps a map of the village could be incorporated into The Messenger detailing where various facilities were – i.e. Post Office, Church, Tennis Courts etc.

Action: DGA

Booking Officer:

Hall and Hearty: VJ has received a sample menu which is open for discussion before the event. They also suggest that money is collected on the day. It was decided that we need to sell tickets beforehand to ensure a good attendance. Hall and Hearty will be in touch in September to discuss further and organise advertising.

CLIC Sargent have paid their deposit, as has Linda Benstead and The Stanborough Chorus. A Camping Group has been in contact to book 4 nights in a row next year – they will be using Bolberry Farm Camp Site but wished to have somewhere to hold their entertainment etc. Possibly mid week July 2015.

VJ has received a donation from a walking group who used our toilets on Tuesday (by arrangement).

DGA queried if possible hirers were able to make a direct booking through the online calendar. VJ explained that she preferred to allow hirers to check availability and to contact her to make the necessary arrangements.

DK noted that her contact from The Voice has made a couple of provisional bookings for 2015 which will be firmed up when their tour details have been finalised.

Wood : (Report provided prior to the Meeting)

Picnic Bench: Andy Bullen has assured TL that the bench for the Wood will be ready soon.

Action: TL

Securing of Wheels Park Bench: ? outstanding item not included in TL’s Report

Action: TL

Securing of Play Area Picnic Benches: These have been secured but may need further attention after settling in.

Wood Paths: Jonathan is keeping the paths cut and accessible on a regular basis. This is paid for from the Wood Fund. Jonathan has also trimmed the brambles and thorn from the Cumber boundary hedge. This will need attention once or twice a season.

Wildflower Garden: The School is now aware of the Wildflower Garden and the children stopped to see it on a walk down to Salcombe.

Forest School: The School is hoping to be able to commence running a Forest School in Malborough in the Autumn. TL will liaise. **Action: TL**

Pavilion: TL has been too busy to work on the pavilion but will try to organise a session soon when he has more time as he currently has family commitments. **Action: TL**

Grass Cutting: TL has cut the whole of the Sports and Playing Field but the truck windscreen has still not been fixed. Jonathan will be cutting whilst TL is away in a couple of weeks and is not keen on doing this with the screen in its current state.

Firework Night:

AM to check on the internet and will order the same pack as last year. It would be good to repeat the success of last year. GA to confirm with Howard of The Dinner Service.com regarding cooking the Hog Roast. **Action: GA**

Further discussion on this subject will be at the September meeting.

Any Other Business:

MP reported that Mrs Pousland has a hedge which has overgrown into her property and asked that MVH & PFA cut back their side. GA to look at the situation as it was felt that this query has been raised before when it was found that the property concerned is well within the concrete posts which denote the edge of the Cumber Close land. **Action: GA**

The meeting closed at 8.55pm

The next meeting will be held on Wed 10th September @ 7.30pm in the Annexe.