

**Minutes of the Management Committee Meeting
Held at 7.30pm on 12th March 2014
In the Annexe**

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

Gill Boyce attended the meeting as Parish Council Representative

Apologies: There were no apologies

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

There were no Matters Arising from the Minutes which were not dealt with by Reports below:

Chairman's Report:

PA System: The proposed PA System will be fitted by Nick Tee/AM after the KATS performance which runs from 25 – 29th March. DGA has offered a scaffolding tower for their use as well as his assistance should it be required. **Action: AM**

Play Area – Pavilion Path and Drainage

The continuation of the Play Area Path and the work on the drainage beside the Old Pavilion is yet to be done. AM will be contacting Justin Harmer to arrange for this work to be done. **Action: AM**

Fire Exit Lighting and PAT Testing

AM hopes to have this work done during week beginning 17th March. **Action: AM**

Treasurer's Report: (Reports attached distributed prior to the meeting)

Performing Rights Society. AP had been unable to contact Devon Association of Community Buildings despite phone calls and emails to ask their opinion on PRS fees. A contact at South Brent Village Hall is currently on holiday. It was suggested that perhaps Rattery, Sherford (a new hall), West Charleton (contact Lesley Austin) or East Portlemouth Village Halls could be contacted to see how they deal with their PRS returns. **Action: AP**

MVH Account Audit - AP is waiting to hear from Nigel Martindale. AM will speak to him. **Action: AM**

Secretary's Report: (Report attached distributed prior to the meeting)

DCC Land ownership: Our contact with Norfolk Property Services is now progressing the transfer of the chevron of land to MVH & PFA. **Action: GA**

Rooted Christmas. GA is awaiting receipt of the necessary forms from Adam Keay of Highways to enable this tree to be planted. **Action GA**

Stage Curtains. Moysey's visited the Hall Wed 12th March to look at the problem. They will discuss this with their curtain fitter as the situation may be resolved by fitting a new heading tape. **Action: GA**

Tennis Court Trees. GA has chased the payment of the FIT Funding and is assured that will happen soon. The funding has to be signed off by FIT Trustees in London. **Action: GA**

Gilbert & Sullivan – 5th April 2014

DGA will organise the wine supplies and asked JC for advice on the type of wine normally served. It was felt that we should offer biscuits with the teas and coffees. **Action: DGA/GA**

AM will help with setting out the chairs in the Hall following the Church Jumble Sale. **Action: GA/AM**

A raffle will be organised by PW and MP **Action: PW/MP**

Scarecrow Trail – 24th, 25th and 26th May 2014

GA asked for help for the Saturday evening Bar and Ceilidh and received offers from JC, DK, JJ and VJ

Facilities: (Report attached distributed prior to the meeting)

Hall Roof: A specification is being written by Redland for a whole roof replacement. In view of the cost involved, this may have to be done in two parts. DGA has sample tiles and Redland documentation for anyone wishing to see. The Sales Manager for this area has given a number of names of Contractors in the area who would operate to Redland standards, thus giving the roof a 15 year warranty. We have been advised that the existing Hall tiles could be carefully removed, cleaned and sold as they are now out of production. It has been confirmed by SHDC that planning permission would be required. Once the specification has been received, it was decided that we should contact the Contractors to obtain quotes and, in addition, obtain local quotes.

The Play Area issues have now been resolved.

Rocking picnic benches – Now that the weather has improved, TL will endeavour to get these secured in the next few days.

Action: TL

Water Readings. AP had arranged for the new water meters. We now have 3 meters – the Main Meter (in VH Car Park), the Field Tap Meter and the New Pavilion Meter. The outside tap is not currently lockable but will be soon as the necessary part has now arrived. The last week Usages on 12.3.14 were: **Main** – 2.79m³, **Field** - 0.077m³, **Pavilion** – 0.45m³. Readings will be taken monthly.

Annexe vacuum cleaner – As this cleaner was blowing out more dust than it was taking in DGA investigated and has fitted a new filter.

Hall Chairs – DGA has chased his contact three times - a local resident who deals in Hall/Conference furniture – but has not yet received a reply. PW and MP will report back on the chairs that they see at other Village Halls and obtain samples and quotes. GB mentioned that the Kingsbridge Methodist Church has some comfortable, stacking chairs and it may be worth contacting them for the name of the manufacturer/supplier.

Sports:

Grass Cutting – The Cricket Club had agreed, in principle, in providing a contribution towards a new mower but the Senior Football Club is not interested as they had already contributed to the gang mower.

The Cricket Club AGM is on Sunday.16th March and JJ would be attending.

JJ reported that the Tennis Court nets look a bit tired and have suffered over the stormy winter. JJ noted that new nets could be purchased for between £70 and £120 plus VAT. If we purchased new nets then it was thought we should remove these at the end of the Summer and put up the old ones over the Winter. There is, again, rubbish being left in the Grandstand - presumably by footballers who had left their tapes there too. It should not be difficult for them to put their rubbish into the bin.

Booking Officer:

The Online Calendar is now up and running and VJ has input the data for this year. She is now working on the data for 2015. She has received favourable reports on this.

An 80th birthday party held on Saturday 8th March left the Hall in disarray with the chairs not being put back properly, a fire exit door left open and curtains closed. No prior arrangement had been made with VJ for the beer barrels and the necessary equipment to be removed on the Sunday morning and the kitchen was left with dirty glasses and rubbish. The surfaces and floor all had to be cleaned before other users could go in. An invoice is being sent to the Hirer for the additional cleaning work.

VJ has had an enquiry about a Community Dining Event to be run by chefs of River Cottage fame. They would rent the Hall on a Friday or Saturday and provide a meal at a cost of £20 – 25. Diners can take their own drinks or MVH could provide a bar. As this is a one-off event, it was decided that we should find out more details and give it a go.

Action: VJ

Regarding the change of Booking Officer, DGA told the meeting that, even though PW was a hard act to follow, VJ was doing an excellent job and tackling the new technology very well. All bodes well for the future.

Wood :

TL had had a meeting with Andrea Moore who is hoping to run a Forest School in conjunction with Malborough with South Huish Primary School. Some equipment will be needed and TL received the agreement by the Committee that £100 could be spent from the Wood Account for the purchase of various

items, particularly as the youngsters will be helping to look after the Wood. They will be removing any loose branches and taking off the plastic protective collars around some of the trees. Andy Marsh has now strimmed the paths and around the picnic table which will make the area much easier to maintain. He is very interested in what the School is planning and would be prepared to give a talk to the children.

Grass Cutting Update: The gang mower and truck are now working and the fields have been mown. Devon Garden Services say the gang mowers should, ideally, be kept on a hard standing area and under cover for the winter. It is suggested that when the work is done on the Play Area Path that a square, the size of the gang mowers, should be prepared for the mowers to stand on. It may also be an idea to have the mowers maintained by the supplying company at the end of the season including blade sharpening. TL will obtain a price for this maintenance. **Action: TL**

The picnic table placed near to the Wheels Park is constantly being moved around. TL to chain this down to prevent movement. **Action: TL**

Fund raising:

DK has many fundraising ideas including Jumble and Table Top Sales,, Fun Run, Sports, Pig Racing and a Jazz Band playing on the field with a Bar. She also has a friend, Sally Barker, who is currently on The Voice who would be prepared to come and sing at MVH in Spring 2015. As she would only want her expenses paid, this could be a good money spinner and it was suggested that DK finds a convenient date in the diary to book Sally. **Action: DK**

MVH Project List

With the Hall roof now a major priority then this has to be the project we work on in 2014. PW also asked that we should then sort out the Hall floor. Within a month or so we should know the cost involved in the roof repair and it may well be that we need to have a good push for funding to get the whole roof done in one go. Otherwise, we should ensure that at least the bottom half of the roof is repaired by the end of the Summer.

Any Other Business:

TL asked AM if he had closed the Cumber entrance onto the playing fields as it did not appear to have been done on the advertised day (14th February). AM confirmed that this was done the next day – 15th – using one of the Wales & West barriers, which now requires storing in the old pavilion. **Action: AM**

PW brought up the subject of selling raffle tickets on tables in front of one of the sets of fire escape doors. The Conditions of Hire state that fire exits may not be blocked. JC did not feel that this was in fact blocking the doors as the table would be very easily moved should there be a problem. TL confirmed he felt that as long as there is a contingency for removal of the table there should not be a problem.

GA mentioned that there had been a recent newspaper article in the Gazette about KATS' possible demise. Having followed this up with KATS it would appear that the article was not correct and the organisation was definitely not about to close.

GB went through the various Village Hall points raised at a recent Parish Council meeting.

- a. The PC has agreed to reimburse MVH for the removal of the moles in the play area.
- b. The PC had discussed the possibility of grant aid from the New Homes Bonus to help MVH with a replacement roof but also felt that MVH should explore other grants and funding themselves.
- c. The PC was unhappy that no compromise had been reached between MAD Kids and Zumba to ensure that the Zumba group was able to continue. Zumba is one of the PC's income generators and will have an impact on their ability to pay for playground maintenance etc. JC pointed out that Claire Tapper and Nick Tee are the two persons to speak to on this as they run MAD Kids. TL pointed out that the Committee has the authority to investigate and resolve as necessary this issue.

The meeting closed at 8.50pm

The next meeting will be held on Wed 9th April at 7.30pm in the Annexe.