

Shalfleet Village Hall Management Committee

Meeting Notes

Friday 27th November 2020

15:15 – 15:50

Via Zoom.

Present:

Brian Mead (Chair)

Catherine Powell (Secretary)

Michael Beavis (Treasurer)

1. Welcome

MB/CP were delighted to welcome the Chair, BM, back after recent absence due to ill-health. A request was made for CP to take the Chair for this meeting.

2. Approval of minutes of Shalfleet Village Hall AGM held 29th October 2020 via zoom.

These meeting notes were approved and will be placed on the Shalfleet Village Hall website (MB) and circulated to Nick Oulton and Prue Osbourne (CP) for noting by the PCC.

3. Approval of minutes of SVHMC meeting 16th October 2020.

These meeting notes were approved and will be placed on the Shalfleet Village Hall website (MB) and circulated to Nick Oulton and Prue Osbourne (CP) for noting by the PCC.

ACTION: CP/MB

4. Actions arising

Publication/sharing of minutes of 4th September 2020

Previous minutes have been circulated to PCC and placed on website

Seat repair update

This remains outstanding, due to some ongoing difficulty with sourcing quality timber. Committee were assured that this was in progress. CP expressed disappointment, as the timescales for completing this have now slipped by six months.

Easter Fayre/other fundraising

Income for 2020 has been seriously impacted by the limitations of the Covid-19 pandemic. The proposed Christmas Fayre was considered not viable, but the suggestion for a similar 'craft-based' event was welcomed. MB thought that there were some talented craftspeople awaiting such events, and that it would be well-attended by locals. The proposal will be developed further when restrictions allow.

5. Update on Maintenance

MB reported that the boiler has had its annual service. The cycle rack would be positioned once the car park was completed (see below). The car park works had led to the discovery of a septic tank, which would need to be emptied periodically. There were no other maintenance issues to report.

6. Update on Car Park and next steps

We were pleased to report that the work to restore and extend the car park commenced earlier this week and is now near completion. CP noted the slightly 'pink' colour of the stone, which we are assured will fade. The Chair gave a vote of thanks to MB for all his efforts to ensure that the project went ahead, and that it would be completed on schedule and within the budget (allowing for extra cost of re-doing the entrance, and the top layer of suitable stone). This is a major investment, that was felt to be most worthwhile and an asset to the hall. Next steps would be discussed in the New Year but could include improved signage to help to guide visitors to the Church and Hall.

ACTION: to add to agenda for first meeting of 2021 (CP)

7. Treasurer's Report and Accounts

MB circulated a report, dated 21st November 2020, noting that the current bank balance is £13,029.82. This was an increase of £3,141.11 since our last meeting on 16th October, resulting from a surplus of income over expenditure, and the receipt of a government backed 'Bounce-Back' loan of £2,924.00. This loan is interest free for a year and has been secured to ensure that the additional work to complete the car park is covered. MB was confident that, post-Covid, the Hall income would enable the loan to be paid off before November 2021.

MB also reported that he expected to receive a Local Restrictions Support Grant (LRS) lockdown grant, of £1334, as the hall is now registered for business rates. There would also be a small amount of additional income from hirers, once the current lockdown was over.

The expanded Year to Date Spreadsheet now includes a column for the 2020 budget and an estimated projection to the end of the year. This shows that the Bounce Back Loan and the LRS Grant has secured just sufficient funding to meet our liabilities for the increased expenditure on the car park, with a projected bank balance of £816 at year end. The committee were assured of solvency, but hopeful that a return to 'normality' in the Spring would see the Hall being open to regular users and family celebrations.

8. Update on bookings/Covid-19 restrictions/Regular Hirers Update (MB)

MB circulated a report on bookings/Covid-19 restrictions, dated 21st November. This provided an update on the return of three 'regulars' prior to the current lockdown (5th November – 2nd December) and hopefully afterwards. He was hopeful that other regulars would return by the Spring. There would be a new keep fit class (run by Larni). The local WI would also be hiring the hall on a monthly basis. The future of the Lunch Club was not known at the current time. MB/CP had discussed the possibility of a 'Tuesday afternoon Tea' aimed at older residents once restrictions/conditions allow.

Whilst one wedding enquirer had fallen through (due to the lack of an incumbent vicar at St Michael's) the other enquiry has led to a booking for June 2021. In total, there are now five wedding bookings for 2021, as well as a possible booking for a Pearl Anniversary. MB provided a spreadsheet detailing the use of the hall on a Sunday, as from time to time, requests to hold the Church Services in the hall are made. In addition to allowing for Wedding Bookings, this also 'blocked out' two Sundays each side of the August Bank Holiday Fete.

9. Appointment to Committee vacancies

The ongoing need to recruit to vacancies was discussed. CP had an idea for a possible member and would approach them as soon as practically possible.

10. Christmas Outreach gift

MB had identified the potential to provide a small gift/card 'from the village' to those who may be feeling particularly isolated this year. BM agreed. MB/CP to arrange to meet ASAP to discuss and progress. [post-meeting note – to meet on 3rd December].

11. Discuss meetings schedule/timings for 2021 (CP)

During the Autumn, in these unusual times, meetings have been held at six-weekly intervals. However, Committee agreed to a potential return to two-monthly. Day and times fitted well with committee members and the Hall schedule.

ACTION: CP to send potential dates for 2021.

12. AOB

Due to the need to limit the meeting to 40 minutes, time did not allow AOB.

2021 Meetings

Proposed dates – allowing for Christian holidays & BH fete:

(Friday 15:15 – 17:15):

15th January

12th March

7th May

2nd July

8th October

10th December

Membership:

Brian Mead (Chair)

Michael Beavis (Treasurer & temporary Bookings Secretary)

Catherine Powell (Secretary).

Catherine Powell, Secretary

1st December 2020.

Approved: 15th January 2021.