

Shalfleet Village Hall Management Committee

Meeting Notes - *Approved*

Friday 15th January 2021

15:15 – 15:50

Via Zoom.

Present:

Brian Mead (Chair)

Catherine Powell (Secretary)

Michael Beavis (Treasurer)

1. Welcome

BM requested that CP take the Chair for this meeting.

2. Approval of minutes of Shalfleet Village Hall Committee meeting held 27th November 2020 via Zoom.

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

ACTION: CP/MB

3. Actions arising

Publication/sharing of minutes of 16th October 2020

Previous minutes have been circulated to PCC and placed on website.

Christmas Outreach

This was undertaken in a personal capacity (i.e., not financed by VH/Church funds). It was well-received.

4. Update on maintenance

Seat repair update

This remains outstanding, due to some ongoing difficulty with sourcing quality seasoned timber (Oak). Hoping for completion in February.

Fire alarms

The fire alarms were due to be tested on 25th January 2021.

5. Car Park Report and next steps

MB shared his detailed final report concerning the stages of work undertaken by contractors and overseen by Peter Carter. Positive messages from local people/Hall users as to the improvements offered by the new car park were noted. A brief discussion on signage to the car park followed.

ACTION: Car park report to be shared with PCC following our meeting to enable discussion and clarification of any issues raised to/by them (MB).

ACTION: CP/MB would 'touch base' for further discussion on signage options and Shalfleet Village map.

ACTION: Await/remind Fabric Trust/PCC to complete the groundwork on the edging of the car park to prevent erosion/accidental trips.

6. Treasurer's Report and Accounts

MB circulated a report, dated 10th January 2021, noting that the current bank balance is £1,290.99. Income from December hire was £107.00, and £200.00 had been received as a deposit for a Wedding Reception booking. The balance also reflects the inclusion of the Local Restrictions Support Grant (LRSB) lockdown grant, of £1334.

Expenditure since the last meeting was £13,379.83 comprising the car park costs and utilities, music licence and a re-routing of the kitchen downpipe. Other improvements carried out in 2020 were noted. Looking ahead there will be a requirement to repay the 'Bounce Back' government loan of £2,924.00 (interest-free if paid back in a year). The possibility of eligibility for further Covid-related grants was discussed.

7. Budget for 2021

MB had prepared a draft budget for the year ahead, based on an expectation that the Hall would become available to hire by May (latest), and that most of the current 'regulars' would return. This, together with income from various Family Celebrations and the Fete, meant that a conservative balance at the end of the year was estimated at £8,450.00, allowing for usual expenditure and the payback of the loan.

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

MB circulated a report on bookings/Covid-19 restrictions, dated 10th January 2021. This noted that six Wedding Reception bookings had been made for this year, and a further enquiry received. The Hall had been booked for Christmas Day to enable a family to celebrate together. Otherwise, the Hall is still currently closed and will remain closed until lockdown ends.

9. Sunday Bookings' Report (MB)

MB provided an updated spreadsheet detailing the use of the hall on a Sunday, highlighting when the hall is unavailable for Church services due to Wedding Bookings/Fete preparation.

ACTION: MB to share with Churchwardens.

10. Hire Rates

Committee would review whether a cheaper rate for Charities' use should be offered. Members would feedback their views at the next meeting, having considered custom and practice in other venues.

ACTION: Agenda for 12th March - CP

11. Appointment to Committee vacancies

The ongoing need to recruit to vacancies was discussed. CP/MB had discussed their ideas for possible members and would approach them as soon as practically possible.

12. AOB

Annual Shalfleet Fete: MB/CP would meet in February (via Zoom) to begin to plan for the August Bank Holiday Fete.

The meeting closed at 15:50.

Next meeting:

Friday 12th March, 15:15, in the Hall if restrictions are lifted.

Membership:

Brian Mead (Chair)

Michael Beavis (Treasurer & temporary Bookings Secretary)

Catherine Powell (Secretary).

Catherine Powell, Secretary

23rd January 2021.

Approved

12th March 2021