

Shalfleet Village Hall Management Committee

Meeting Notes

Friday 2nd July 2021

11:00 – 13:00

Hall

Present:

Catherine Powell (Acting Chair/Secretary)

Michael Beavis (Treasurer/Bookings Secretary)

Brian Mead (Founding Member)

Sue Sleight (Committee Member)

1. Welcome & Apologies

The Committee were delighted to welcome Sue Sleight to her first meeting. Our other new member, Clare Wharf, sent apologies, and we look forward to welcoming her in due course.

2. Approval of minutes of Shalfleet Village Hall Committee meeting held 5th May 2021

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.

3. Actions arising:

- Signposting for Church/Village Hall – on Agenda
- Open day – on Agenda
- Post Office – MB has not heard anything further on the location of a mobile post office.
- Pictures – CP shared that the four watercolours currently displayed in the hall are 1913 originals. It was agreed that any new mounts/frames/cleaning would need specialist attention. The two pictures donated by the Laird family would also be hung in the hall. The smaller picture (which depicts the Church with a cupola) could be remounted/reframed to match the original pictures. Re-positioning the pictures could add impact and interest. Further advice would be sought.

4. Update on maintenance:

MB presented his report dated 29th June. There have been several maintenance issues, some requiring visits from contractors/expenditure. Cater Wight have repaired the dishwasher (thankfully still in good condition and likely to last a good number of years yet); two new keys have been cut; a roller-blind bracket replaced; the annex wall has been repaired and the hay meadow cut and baled. A set of steps have been purchased for the Annex.

The repair to the entrance stone wall is still awaiting a start date from the Shalfleet Parish Council (CP had learned that the increased cost of road closure was a factor in the delay).

MB reported that Calor had undertaken a routine 10 year inspection of the tank. Committee asked if there was any certification/other record provided as a result of this visit. None had been received and MB agreed to follow up.

ACTION: MB to seek clarification on recording of above inspection.

Maureen Beavis has kindly cleaned and sorted all the cutlery. New cutlery baskets were purchased to keep it tidy. To ensure that there are 60 full sets of 'Harley' cutlery ('best' for weddings etc), MB requested the Committee agree to an expenditure of £134.00 for additional dessert knives, forks, and spoons. Agreed.

ACTION: MB to order cutlery as above.

MB also noted that the second-hand tablecloths need replacing. A favourable quote had been received from a firm supplying the catering industry. These would be plain white. He requested the Committee agree to an expenditure of £175.00, to include discount and delivery. Agreed.

ACTION: MB to order replacement tablecloths as above.

MB also shared that the salt and pepper shakers could also be refreshed with new sets. Committee requested that a sample set was viewed before an order placed.

ACTION: MB to order a sample set, which would be viewed by the Committee in due course.

Several improvements had been progressed. These include installing the cycle rack; fitting an outside tap to enable a hose to reach the Churchyard planting; stripping ivy from the wall and the addition of planters and a new flower bed. Committee had received compliments on these improvements (including from the WI).

A resident has approached us to consider the possibility of installing a bench in memory of her husband. MB has sought a quote on purchasing a bench to match the existing one.

A vote of thanks was given to MB and Maureen for their care of the hall and its contents.

5. Treasurer's Report and Accounts

MB presented his report dated 28th June. Income since 7th May was £9,112.50, to include a further £8,000 of government grant money alongside income from returning regular hirers, family and commercial events, and the use of the hall for Polling Day. £30 had been received for hire of the Gazebos.

Expenditure since 7th May was £543.55; this includes supporting the maintenance and improvements as noted above, the regular direct debit payments for gas and electricity, and the purchase of printer ink.

MB reported the bank balance as £13,474.12. The end of year balance is estimated as a healthy £14,800. Discussion took place as to a proposal to allocate £2,000.00 to PCC funds in lieu of the usual sharing of fete proceedings. Agreed.

ACTION: MB to make a bank transfer to the PCC of the sum of £2,000.00.

6. Bookings' Report

MB presented his reports dated 28th June, to include an update on Sunday Bookings and Regular Hirers list. Some 'regulars' had returned post-Covid restrictions easing, and others had expressed their intention but had yet to firm up on a date. There are several Wedding Receptions and other family events booked for 2021 and 2022, and one Wedding Reception booked for 2023. Yoga, Pilates, and another exercise class remain popular. Committee anticipate that the Open Day may provide an opportunity for more diversity of provision. The Tuesday Tea was discussed; and it was hoped that this could be advertised for the 4th Tuesday of the month, from 2:30 to 4:30pm, starting from the 28th of September.

A list of key holders was also shared.

7. Signposting for Church/Hall

CP presented a final draft of an options paper for improved signposting for the Hall (and Church). She had been in touch with the graphic designer who produced the Shorwell Village Map and had had an 'early conversation' with the Parish Clerk regarding support for the project.

ACTION: CP to share paper with NO/PCC, prior to progressing further.

8. Open Day for the Hall

Subject to the lifting of Covid-19 restrictions, a date of Saturday 7th August has been agreed for this event. Plans for the day would be progressed at a separate meeting, w/b 5th July.

ACTION: CP/MB/SS

9. WiFi for the Hall

A query had been received regarding whether the Hall had Wifi. It may be that this is a requirement/expectation from hall users in the future. A quote for provision would be sought for further discussion at Committee.

ACTION: MB

10. AOB

There was no AOB.

The meeting closed at 13:00.

Next meeting:

Friday 8th October, 15:15 – 17:15 at the Hall.

Final meeting for 2021 (all at the Hall unless indicated otherwise):

10th December.

Membership:

Catherine Powell (Acting Chair/Secretary)
Michael Beavis (Treasurer/Bookings Secretary)
Brian Mead (Founding Member)
Sue Sleight (Committee Member)
Clare Wharf (Committee Member)
Vacancy x1

Catherine Powell, Secretary

7th July 2021.