

Shalfleet Village Hall Management Committee

Meeting Notes

Friday 6th May 2022

15:15-17:15, Hall

Present:

Catherine Powell (CP); Michael Beavis (MB); Brian Mead (BM); Sue Sleight (SS).

1. Welcome & Apologies

CP welcomed those present. Apologies had been received from Clare Wharf, who was away.

2. Approval of minutes of Shalfleet Village Hall Committee meeting held 11th March 2022

The meeting notes (v0.2) 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 (not on agenda):

- Publication/sharing of minutes 14th January 2022 (CP/MB) – completed.
- GDPR/ICO registration – Rev. Jackie Maw has asked Barbara Cram, the West Wight Mission Community administrator, to look into putting this in place for the whole WWMC.
- Pictures – the pictures have now been cleaned and reframed, with new mounts. Committee were delighted with the work. Some thought was given to rehang positions.
- ‘Brown Sign’ for Hall/Church – further thought had been given to the design/wording for PCC agreement. We now await costs from Island Roads.
- Deanery lunch – SVHMC were delighted with the response to their hosting of the event. There was unanimous agreement that should we be asked to host in the future we would be happy to do so.

4. PCC Report, to include update on legal status and liabilities

MB had obtained written advice from the solicitor's Paris Smith regarding SVHMC's legal status, liabilities, and insurance cover. The SVHMC should be reconstituted as a ‘sub-committee/working group’ of the PCC (who have Charitable status). MB had agreed to draw up ‘standing orders’ to replace the Constitution to clarify, thus reducing the potential for litigation. The standing orders would be circulated as draft document to current members of the SVHMC and would be checked by

the legal team at Paris Smith. Rev Jackie Maw is supportive of the Hall serving the community and the Church.

In respect to conditions attached to the grant monies received when the Hall was renovated in 2011, MB informed Committee that a copy of the West Wight Landscape application has been forwarded, (this does not provide information on any covenants). However, an approval letter from them which is believed to note conditions on the grants has not yet been forthcoming.

The date for the Hall AGM has not yet been confirmed. A report had been prepared by CP, with help from MB, for insertion in the PCC Annual Report for 2021.

ACTION: MB

5. Maintenance Report

MB presented his report dated 2nd May. The four pictures have been reframed and remounted. Committee considered options for rehangings and MB agreed to progress. New tea towels (as agreed at the last meeting) had been bought, as had new flooring for the marquees. A standing light had been donated, and this was proving satisfactory in providing enough light for reading/reading music. Committee thus agreed that it was not necessary, or cost-effective, to replace other lighting with LEDs.

A parishioner had been in touch about a second memorial bench for the hall. This would be welcomed.

6. Treasurer's Report and Accounts

MB presented his report dated 2nd May, together with Period Accounts. Income since the last meeting was £1,281.40. This was from regular bookings and various family and one-off events. Expenditure of £1,086.89 since the last meeting reflects the purchases and expenditure outlined above, plus licence fees, electricity, outreach activity and costs incurred in the lead up to the Jubilee event. The Current Account Bank balance is £2,924.63 and Savings Account balance is £15,000.32. This gives a surplus since the last meeting of £194.51 (£2,776.82 year to date).

MB was thanked for his report.

7. Bookings' Report (to include Sunday bookings)

MB presented his reports dated 2nd May. It was pleasing to learn that there are now five weddings booked for 2022, three (plus an enquiry) for 2023 and one enquiry for 2024. There had been two birthday parties and one wake. The Porchfield toddler group had now concluded their meetings at the hall. As noted above, the Deanery Chapter Meeting/Bishop's Lunch was very successful. Tuesday teas had continued to be popular.

MB was thanked for his report.

8. Wedding Licence for Hall/Grounds

Committee noted a pattern of increasing interest in having a celebrant attend to give a wedding blessing at the Village Hall. This had been discussed informally with Nick Oulton, Churchwarden.

MB contacted the IOW Council to ascertain the process for licensing a venue for wedding ceremonies; the costs £1950 every three years, were agreed to be too high to realise this possibility at the current time.

9. Queen's Platinum Jubilee Village Celebrations

SS gave a brief update on progress. Many volunteers had come forward to help, and 'blue' and 'pink' jobs would be allocated in due course. The numbers signing up for the event stood at 65 (including some children). Henry Blacksell had been asked to judge the artwork produced by Shalfleet school children, and a book token prize will be awarded to the winning child in each class. Prizes were being sourced for a raffle. A further meeting was planned for 17th May.

Thanks were recorded to Sue and Clare for their planning and management of the event.

10. August Bank Holiday Fete (29th August 2022) Update

CP& MB had met on 31st March, and 'to do' lists adapted from previous fetes were updated. Good progress is being made. A briefing for volunteers would be held on June 21st at 5pm. A decision is still needed on the timings of opening the hall for receipt & sorting of goods in the week prior to the Fete. A rota of volunteers to undertake this preparatory work would be drawn up. The date for the volunteers Christmas Party was confirmed as 10th December 2022.

ACTION: To discuss at next meeting.

11. Christmas Craft Fair

A Caroline O'Neill, from Yarmouth had been in touch to ask if we would consider hosting a Christmas Craft Fayre in the Hall. This would require little support as would be organised externally. Additional funds for the Hall could be generated through the provision of refreshments. A date of 6th November 2022 was suggested.

ACTION: SS/MB to meet with Caroline to progress.

12. Plants and Planters

The Committee wished to refresh the border and planters, especially with the Jubilee Party coming up as a major event. A decision was made to source plants from 'Care in the Garden', a Community Interest Company (CIC) - a not for profit organisation set up to make a difference, by creating work opportunities for adults with additional needs on the Isle of Wight.

ACTION: MB/SS/CP to liaise post meeting to arrange a visit to the Palmers Brook Nursery.

13. Village Map update

Alan Rowe, local graphic artist, met with Committee members on 29th April at the Hall. It was a very interesting meeting with some challenging questions about orientation and limits to the map. Drafts would be drawn up and circulated for comments.

ACTION: all.

14. AOB

There was no AOB. The meeting finished at 17:16.

Next meeting

Friday 24th June at 15:15.

Other dates for 2022:

9th September

4th November.

Hall AGM (joint with PCC & Fabric Trust) TBC.

Membership:

Catherine Powell (Chair/Secretary)

Michael Beavis (Treasurer/Bookings Secretary)

Brian Mead (Founding Member)

Sue Sleight (Committee Member)

Clare Wharf (Committee Member)

Approved: 24th June 2022