

Shalfleet PCC Hall Subcommittee

Meeting Notes

Friday 14th July 2023

15:15-17:15, Hall

Present:

Catherine Powell (CP); Michael Beavis (MB); Sue Sleight (SS)

1. Welcome & Apologies

Apologies were noted from Hilary Waitt, Brian Mead, and Clare Wharf.

2. Approval of minutes of Shalfleet Village Hall Subcommittee meeting held 12th May 2023

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 (not on agenda):

- Publication/sharing of minutes 23rd March (CP/MB) – completed.
- Purchase of new milk jugs – completed. MB was thanked for choosing a lovely design and size of jug.
- Purchase of logo SVH aprons – CP had made enquiries and the ‘premier apron’ was suggested. The sub-committee preferred the ‘brighter blue’. CP was awaiting a response from a contact who supplies the Yarmouth Sailing Club.
- Article for Village News re: Coronation – completed.
- Thank you letter to donors of Coronation mugs – completed.
- Thank you gift, for Pamela Rose for her excellent icing of the cake – completed.

4. PCC Report/update from 8th July meeting

MB gave his report, noting that a ‘fifth Sunday’ benefice service was planned to be held in the field on 30th July. This would be followed by a picnic and outdoor games. The marquees (already in place) would be required. Help would be required to serve hot drinks and set up tables. MB and Maureen Beavis would be available on the day.

ACTION: MB would liaise with Rev. Jackie for more information. CP offered to help with the set up for the event.

A minor amendment to the Standing Orders to remove the requirement to hold an Annual Fete was approved.

5. Maintenance Report

MB presented his report dated 11th July. He reported having not yet heard from Peter Carter re: sanding the floor, and proposed postponing this until 2024. The ventilation of the kitchen (opening window, where possible) had been successful in reducing the condensation in the kitchen. Cleaning has been satisfactory, albeit MB proposed reminding the cleaner that 'extras' could include inside of the windows. AGREED.

ACTION: MB

6. Treasurer's Report and Accounts

MB presented the Treasurer's report dated 11th July 2023, together with sets of Accounts [year to date, and Accounts since last meeting (on 12th May)]. The Hall's Current Bank balance is £263.16 and the Savings Account balance £21,076.26. The total income since the last meeting is £4,166.06, largely from Wedding income and equipment hire. The total expenditure was £1,028.74.

The surplus since the last meeting is £3,137.32. Surplus for the year to date is £5,263.74.

MB was thanked for his report and expertise in the management of the finances.

7. Bookings' Report (to include Saturday and Sunday bookings)

MB presented a bookings report dated 8th July. The saxophone group remains low in numbers. MB suggested keeping the hire rate as £4ph for the time-being. This was AGREED subject to revision once the need to heat the hall returned.

MB reported a call was taken during a party (just before the requirement for no more noise, at 11pm). During the call, the music stopped promptly at 11pm, and further face to face discussion and explanation of developing strategy were made with the neighbour, and favourably received. Overall, to date there had been fewer concerns this year. The bookings spreadsheet was shared and noted.

One wedding party had cancelled in light of a discussion regarding the noise management plan. The deposit had been returned.

8. Wedding Update & plans for 2025

MB has drawn up further versions of the T&Cs for weddings and parties, and v.21 and v.02 and these had been shared in advance of the meeting. The sub-committee appreciate the ongoing work involved. MB has indicated he will 'step down' from wedding party booking and support after 2024. Two enquiries have been made for 2025. Further discussions/amendments are required regarding agreement as to supporting wedding receptions in the future. There will need for PCC support and over-sight, and clear, agreed terms. CP noted locals marrying in St Michaels wishing to hold small receptions at the Hall should be supported. CP/SS would seek to offer support.

ACTION: To be on Agenda for September.

9. Future events & co-ordination

It was noted that both SS and CW are excellent events co-ordinators and are keen to ensure more 'social events' for the village. Two forthcoming events were highlighted:

A new (potentially monthly) group 'My past, my village' would commence on 14th September, from 14:00 to 16:00. This would be co-ordinated by the Living Well, Early Help service.

A Charity Cake Sale for Breast Cancer Now would be held on 23rd August, from 10:00 to 16:00. The group would manage publicity.

10. AOB

CP raised the issue of repeating the Christmas Craft Fair. It was agreed that this was something the Craft Group would wish to be involved in. A date was set for 25th November 2023. More details will be worked out at the next meeting, but in principle this would follow a similar format to last year i.e., crafters (local) to be invited to rent a small/large table; soup and a roll/cheese scone would be available. A learning point from last year, is to provide better signage from the kerbside.

ACTIONS: CP to place on Agenda for 1st September; MB to place a note in Village News.

A Michaelmas Fair to be held on 30th September has been proposed by Henry Blacksell. No further details are available at the moment.

New dates for Lunch Club would be circulated.

Next meeting – 1st September 2023 The Old Malthouse.

Future meetings in 2023:

10th November

Membership:

Catherine Powell (Chair/Secretary)

Michael Beavis (Treasurer/Bookings Secretary)

Brian Mead (Founding Member)

Sue Sleight (Subcommittee Member)

Hilary Waitt (Subcommittee Member)

Clare Wharf (Subcommittee Member)