# Shalfleet Village Hall Sub Committee Minutes

## Date : Thursday 17th July 2025

Members present: Michael Beavis, Sue Sleight and Debbie Lutas

Apologies : Hilary Waitt

DL welcomed everyone to the meeting.

Updates from previous meeting:

Tom Hesketh has confirmed that he is available to host the music quiz evening on 4th October.

SS has not yet been able to contact the quizmaster re a Christmas quiz on 6th December. Action SS

The Christmas carol concert at Shalfleet church is on 20th December therefore we will host our Village Christmas evening on December 13th.

The pilates group scheduled to begin in July has been cancelled owing to lack of interest.

The boundary wall repairs have been completed and MB has kindly put up the village hall sign again. Cost of the repairs have totalled £605:00, MB to check with the PCC who legally owns the boundary wall.

MB has spoken to Rhod about a memorial bench for Catherine, he has requested a circular bench to wrap around the tree in the field. Rhod is making enquiries and has found out that the tree itself requires a tree surgeon to evaluate before any work on a bench can be done.

We have had another check from Wight Fire regarding the new legislation concerning illuminated fire exits and outside lighting. We did have the necessary equipment to comply but it was not always switched on as is now required. MB has made new signs and put them up to ask people not to turn off the switches.

Today's meeting minutes

Sue and her team will be hosting a Macmillan coffee morning on October 7th, posters have been ordered from the charity and advertising in the village magazine has been placed.

We have not received an update from Chelsea re the fete, discussion around the name of the event concluded that it should not be called a fete as this would give a false impression of the day Chelsea has planned. MB to remind Chelsea that tomorrow (18th) is the last date to place an advert in next month's village news. He will also ask how much time she will need to book out the hall for preparations for the family day and clearing up afterwards. MB proposed that the game of giant

jenga would be a fun activity, cost approximately £70.00, rather than buying the game it was suggested we ask Hilary if we could borrow her set for the day.

Stay & Play – Angel has informed MB that she is struggling to manage stay and play sessions at the moment and that she really needs some support, however none of the other attendees are willing to offer support at this time. Angel has said she would like to take a break for a few weeks and start again running fortnightly sessions. MB to clarify the situation with Angel and suggest she asks for help via an advert in the shop or village news.

WCTI have requested to increase their sessions through the winter months to include a Friday.

MB has muted the idea of solar panels and an air source heat pump for the hall with the PCC, they have given permission for MB to investigate the possibility of replacing the current gas boiler. The Portsmouth Diocese have no interest in the hall. MB has spoken to our local planning officer who has given Michael reams of information and hoops to jump through before they are prepared to get involved. This will be a long term project!

Recent hirers of the hall informed DL that they got lost when following Google maps to locate our position, it was suggested that we put it on the website not to use Google maps but that the What 3 Words App which would be very accurate. The entrance to the car park is width.detail.joined

DL gave a warning that the door to the annexe closes itself when not propped open and it is very difficult to get access out again. The door handle cannot be opened from the inside.

The disabled door has become very stiff again, the new lower bolt cannot be used as the door has warped. Peter has been informed, MB to remind him that we will need to be able to close the door properly before the winter sets in.

All policies were emailed out to committee members for discussion today, it was decided that we will review all policies on an annual basis.

Standing Orders – this is a PCC policy to be reviewed annually.

Fire Risk Assessment – added What 3 Words location and changed wording as cleaning is now done by contractors not volunteers.

Health & Safety – monthly checks are done and recorded by MB, at our next meeting MB to show the rest of the committee how to do the checks.

Terms and Conditions – updated with pricing changed to ‘for a small charge’ and also that we will only allow assistance dogs rather than at the discretion of the booking secretary.

Weddings & Parties – we have taken out the cost of the hire for a wedding to enable the booking secretary to meet with the wedding couple to discuss their needs and budget. Therefore they can negotiate to hire the hall and grounds for as little or as much time as they feel they will need. Guideline for the booking secretary is £15:00 per hour.

Hire rates for 2026 agreed to be the same as 2025.

The meeting finished at 12:30

Date of next meeting is Wednesday 20th August 2025 @ 10:30

Minutes approved by all present 18th July 2025