

Shalfleet Village Hall Sub Committee Minutes

Date Thursday 24th September 2026

Present : Michael Beavis, Hilary Waitt, Derek Manners & Debbie Lutas

No apologies

Debbie welcomed everyone to the meeting.

Derek has kindly followed up on a visit from the fire risk assessment which was agreed by MB. He has compiled a list of relevant information to be shared with the IW Fire Brigade. There has been no response from them so far. Information included location of the hall via What3Words and where the nearest fire hydrant is situated. The assessors have recommended a new style of fire extinguisher to replace the existing when they become obsolete and have offered to source them for us at the appropriate time. The new fire regulation guidance is to have a maximum of 57 people seated in the main hall at one time, Hilary confirmed that Lunch Club currently complies with that number already. It was discussed that this number needs to be made clear in the wedding pack information. Action MB

It has been noted that we have squeaking floorboards directly in front of the big window in the hall. Investigations are required to determine if it is the floorboards or the joists that are problematic. Is this coincidental following the refurbishing of the hall floor? Action MB to contact Peter to ask for advice.

The compulsory 5 year electrical check has been completed on the hall with the certification granted. We have yet to receive the invoice for this.

Sandy Capon has kindly donated a framed picture of Shalfleet Church, it was decided to place the picture above the hall hatch. Action MB

November 7th Craft Fayre, the roadside advertising boards have been taken to the printing shop to have the date altered. Sue Sleight has offered her help on the day. So far we only have 6 tables confirmed as booked. HW to make tomato soup and cheese scones, DL to make leek and potato soup plus one other and GF scones. Action HW to ask SS if she has time to make cakes.

WCTI have had changes in their organisation, Jonathon is no longer part of the team and Charlotte will only be delivering level 4 yr2 courses. Other courses will be led by another company at a different venue, this will have a significant impact on our revenue for the foreseeable future with an estimated loss of income of approximately one third from WCTI our main regular income source.

At a recent PCC meeting it was confirmed that Jackie will be leaving on 31st October and Mark Pullinger will become full time to take over her role. Questions were raised by a member of the PCC wanting to know why the hall committee have their own bank account. MB waiting to have a follow up conversation to explore this.

Now that the floor and walls of the hall are looking very smart it was suggested we need to replace the entrance hall mats, this was agreed by all. DM recommended a particular type that can be washed in the washing machine Action DM to send particulars to MB to purchase.

There are currently only 5 hand towels in the kitchen drawer, it was decided to re-stock. Action MB

We have a new hirer starting in October to teach a Pilates class from 6:30-7:30 on a Thursday evening. We all agreed to offer a special introductory rate until the class becomes established. Action DL to meet Lyndsey for the first class.

Hire rates for 2027 were discussed and agreed to remain the same other than wedding weekend hires. These will increase to £800 for Friday lunchtime to Sunday lunchtime and £850 for the addition of Friday morning. This will be reviewed next year with the diminished income from WCTI in mind.

The lead fundraiser from Wessex Cancer has visited the hall and would like to use our facilities to host a fete in the late spring of 2027. They will organise everything themselves, MB suggested June might be more appropriate in case the field is flooded during the winter months. He also suggested DL offer to tell them about Friends of the Animals and Ability Dogs to take whatever is left at the end. Action DL

Health and Safety – this policy is to be reviewed at the next meeting. In the meantime HW asked that the white lines around the outside steps be repainted to make them more visible.

Kitchen cleaning – HW suggested hirers would not find the mop and bucket in the annexe to clean up after parties and that a special style of mop that does not involve a bucket of water would be better to use. Action MB

HW requested that when next in Booker's MB purchase lids for the 'meals on wheels' food deliveries from lunch club.

Reminder to all to check dishwasher filter when it has been used.

It was decided to hold a separate meeting to discuss the solar panel and ASHP progress.

Dates for next meeting Thursday 29th October 2026 @10:00

Date for extra meeting Thursday 5th November 2026 @10:00

Meeting closed at 12:00

Minutes agreed by all 4th October 2026