

Sudbrook and West Willoughby Village Hall (SWVH) Annual General Meeting 7th
October 2021 Carlton Scroop Village Hall

1. Attendance

Present: John Somerville (JS), Karen Barrett (KB), Louise Burn (LB), John Cairns (JC), Tamara Coton (TC), Neil Gray (NG), Peter Hall (PH), Andy Newton (AN), Rae Seng (RS), Tom Williams (TW).

Members of the public.

2. Chairman's Address.

JS welcomed all to the SWVH Committee Annual General Meeting (AGM) which had been advertised in the 2 previous editions of the monthly Parish magazine ('Around Ancaster'). Due to the Covid-19 pandemic and associated lockdown restrictions, the AGMs that would normally have been held in June 2020 and 2021 had been postponed in accordance with the Charity Commission's Covid-19 guidance. As NG had moved outside of the Charity's Area of Benefit, he was required to resign his position as a trustee. However, NG had graciously agreed to continue acting as the charity's Treasurer as a co-opted member of the SWVH Committee. All other current trustees and the APC's representative member had indicated a desire to continue in their roles. In addition, TC had kindly volunteered to stand as a candidate trustee and, as there were no other potential candidates, an election would not be required. Finally, JS announced the good news that the Area of Benefit had now been changed from "the Parish of Ancaster" to "Sudbrook and West Willoughby".

3. Progress Report

JC delivered a Progress Report on the Committee's activities since reforming in 2019. This report is at Attachment 1.

4. Financial Report.

NG delivered a report on the Committee's finances. Full control of our charity's current account had been regained following a somewhat protracted process with the bank. In addition, NG had returned the charity to a position of financial compliance with the Charity Commission by filing the appropriate financial returns.

5. Arrangements for Next Meeting

The next routine meeting of SWVH Committee was to be held immediately after this AGM and would be reported separately.

SWVH COMMITTEE AGM PROGRESS REPORT – 07 OCTOBER 2021

What I'd like to do now is to provide you with a brief summary of what the current Committee has been doing since its regular meetings commenced in May 2019.

Administration

Our initial focus was on establishing the essential administrative processes and practices required of us by the Charity Commission. This included the formal signing-in of the trustees and making them aware of their duties and legal responsibilities, allocating specific appointments within the Committee, regaining full control of our Charity's bank account and returning the charity to a position of financial compliance with the Charity Commission, and inviting representation by the local Parochial Church Council and the Ancaster Parish Council (APC). While we did not receive a reply from the Parochial Church Council, we were subsequently delighted to welcome Andy Newton as our APC rep.

Maintenance and safety aspects for the site were also addressed, including the purchase of appropriate insurance cover, the identification of volunteers for grass mowing and the erection of dog fouling notices.

Finally, as previously mentioned, our highest initial priority was to change our Village Hall site's Area of Benefit from 'the Parish of Ancaster' to 'Sudbrook and West Willoughby'. The amount of time and effort John expended on coordinating this change with the Charity Commission was considerable. As such, I personally believe John should be congratulated on his determination and perseverance which resulted in the change finally taking effect.

Carol Singing Event

Regarding usage of the Village Hall site, the Committee organized the Carol Singing Event that was held on 21st December 2019. It was well supported despite the inclement weather and immediate feedback from residents was positive. SKDC Councillor Mrs Rosemary Kaberry-Brown had sourced funding for a rooted Christmas tree and lights for this and future Christmas events which was greatly appreciated. In addition, a raffle raised £181 for our Charity's funds. However, the heavy rain showers highlighted the need for a marquee to provide adequate shelter together with tables, chairs and, safety permitting, a form of heating.

Covid-19

Due to the Covid-19 pandemic and associated lockdown restrictions, formal 'face-to-face' meetings of the Committee were not held during the period April 2020 to June 2021. During this time, the Charity Commission's Covid guidance was adhered to wherever feasible. This

included using emails for the limited amount of routine VH business and the postponement of the AGMs that would normally have been held in June 2020 and 2021. In addition, our villages' participation in the nationwide 'Big Lunch' social event scheduled for 6th June 2020 had to be cancelled. However, during this period it was confirmed that the Community Fund grant, secured by Mrs Rosemary Kaberry-Brown, would be used to purchase a heavy-duty marquee for the VH site.

Hog Roast

At our first post 'Freedom Day' meeting in July 2021, Mrs Rosemary Kaberry-Brown expressed a wish to invite the residents of Sudbrook and West Willoughby to join her at the VH site to celebrate her belated special birthday, to christen the new village marquee and to celebrate the coming out of lockdown. The Committee were delighted to approve her request and to agree to prepare the site for the celebrations on 28th August 2021 which included a hog roast and scone tea generously funded by Rosemary. This thoroughly enjoyable event was exceptionally well attended by some 85 people and was blessed with fine weather – in fact it was so hot that our lovely new marquee was hardly used!

Future of the Village Hall Site

Now that the Area of Benefit for the VH site has officially been changed from 'the Parish of Ancaster' to 'Sudbrook and West Willoughby', the current Committee believes that we have now finally reached the stage where we can start canvassing our residents for their opinions on potential options for the future of the VH site. Our intention is that the canvassing would be achieved by asking each household to complete a questionnaire that would be distributed in the near future. Once we have an initial idea of the scale and breadth of opinions, we can then consider how best to reach a final conclusion that is both fair and legal, seeking external advice as required from organisations such as the Charity Commission.

APC Website

Finally, please be aware that the Committee's section on the official APC website is now available again for viewing minutes, newsletters and any notices following Parish Councils' move to a standardised format across the county:

<https://ancaster.parish.lincolnshire.gov.uk/> then select 'Menu', 'Parish Information', and you'll see 'Sudbrook & West Willoughby Village Hall' just below the Cemetery option!