

## **Sudbrook and West Willoughby Village Hall (SWVH) Committee Meeting 29<sup>th</sup> September 2022**

Note: This meeting took place immediately following the Annual General Meeting which was recorded separately.

### 1. Chairman's Welcome

The Chairman welcomed Barbara Campbell as a new trustee.

### 2. Attendance

Present: John Somerville (JS), Louise Burn (LB), John Cairns (JC), Barbara Campbell (BC), Rae Seng (RS), Tom Williams (TW).

Apologies: Karen Barrett (KB), Tamara Coton (TC), Neil Gray (NG), Andy Newton (AN)

### 3. Appointment of Committee Officers

While wishing to remain as a trustee, RS had requested relinquishing her role as Secretary due to an increasing number of other commitments. She was thanked for her excellent service in the role since 2019 and **JC** agreed to succeed her as Secretary. It was also agreed that **JS** would continue to serve as Chairman and that **JC's** previous role as Vice-Chairman would now be filled on an 'as required' basis. Finally, **NG** was to be thanked for agreeing to continue as the co-opted Treasurer.

### 4. Approval/ Amendments to the minutes of the last meeting

It was agreed that the minutes provided a good overall record of the meeting held on 21<sup>st</sup> July 2022. **JC** was to forward the minutes for inclusion on the APC website.

Regarding actions arising from these minutes, **TW** stated that the current insurance policy for the VH site did not specify a maximum number of attendees due to the absence of a building. In addition, the policy did not provide cover for costs should a future event be cancelled. A separate policy would be required but that would only be financially viable if a significant outlay was anticipated. Finally, **BC** recommended the Rural Community Council as a potentially useful source for advice including financial matters.

### 5. Village Noticeboard Update

It was originally intended to leave the new Village Noticeboard's door unlocked. However, it had since been discovered that it was not possible to remove the key without locking the door. The noticeboard had already been used by the SWVH Committee for advertising its AGM in

addition to delivering flyers to all households within the Area of Benefit (AOB). To avoid the need for delivering AGM flyers by hand, it was suggested that better use could be made of the internet (eg. APC's website plus Ancaster and/or SWWVH Facebook sites) and possibly other local noticeboards (eg. Ancaster's Post Office and/or the Co-op).

#### 6. Marquee Update

**BC** had kindly offered to store the marquee's bulky poles and associated fittings, while the canvas would still be stored in JS's shed to avoid potential damage by rodents. In addition, **RS** would investigate whether she had an eyelet to replace the one that was missing from a section of canvas.

#### 7. Future Plans

Each household had been requested to complete a short survey regarding their preferences for the future use of the SWWVH site. While only a quarter of households had responded, the results indicated a possible majority favouring some form of fixed structure and/or a garden area. Based upon his personal experience, **TW** recommended the company 'Passmores' as a potential supplier of a wooden cabin and its potential options plus associated price lists had been obtained. **TW** highlighted that a size of less than 50m<sup>2</sup> had been recommended to keep building regulation requirements to a minimum. The options, costs and associated viability of installing/maintaining electricity and water supplies (including toilet facilities) would also need to be fully explored, with emphasis on 'green' and/or 'off grid' options wherever possible.

Funding options could include sources such as LCC/SKDC which had already been tentatively investigated by **AN**. Other sources for funding could include the National Lottery or the Co-op Community Fund, and funding advice could be sought from organisations such as 'Sheds for Men' and the Rural Community Council.

Regardless of the options selected for the future use of the site and potential funding sources, a robust case would need to be made based upon a detailed plan that presents a justifiable need within the AOB that is affordable, manageable and sustainable.

#### 8. Any Other Business (AOB)

There were no items for AOB.

#### 9. Arrangements for Next Meeting

The arrangements for the next meeting of the SWWVH Committee would be coordinated via email.