

## **Sudbrook and West Willoughby Village Hall (SWVH) Committee Meeting 25<sup>th</sup> September 2023**

### 1. Attendance

Present: John Somerville (JS), Louise Burn (LB), John Cairns (JC), Barbara Campbell (BC), Salena Leighton-humphries (SLH), Andy Newton (AN), Tom Williams (TW).

Apologies: Tamara Coton (TC), Rae Seng (RS).

Salena Leighton-humphries was welcomed to the Committee as a new Trustee. She replaced Karen Barrett who was to be thanked for her support since the SWVH Committee re-formed in 2018.

### 2. Approval/ Amendments of the minutes of the previous Committee meetings

It was agreed that the 3 sets of minutes provided a good overall record of the meetings held on 7<sup>th</sup> August 2023 (routine meeting), 18<sup>th</sup> August 2023 (AGM) and 21<sup>st</sup> August 2023 (extraordinary meeting). **JC** was to forward the minutes for inclusion on the APC website.

### 3. Moor Closes Talk/Walk 18<sup>th</sup> August 2023

Sarah Craythorne of the Lincolnshire Wildlife Trust (**LWT**) provided a fascinating talk and guided tour of Moor Closes in Ancaster on 18<sup>th</sup> August 2023. The turnout from the local community had been very good and APC had subsequently made a generous donation of £50 to **LWT**. In addition, the sale of refreshments had raised £30 for the SWVH Fund. **AN** was thanked by the Committee for his unstinting efforts in organizing this event and it was agreed that other talks and/or tours should be considered for the future. For example, the possibility of a talk from a member of a hedgehog trust had been raised previously by **TC** who had agreed to enquire about her contact's availability.

### 4. Future Social Events

Home-made signs had been placed on the VH site's gate to advertise various forthcoming events. While these signs were a great improvement over A4 posters on the Village Noticeboard, it had been suggested that professionally produced signs could be more effective. **TC** had offered to contact Viking Signs for likely costs and would update the Committee accordingly. However, it was noted that such signs were unlikely to be appropriate for West Willoughby. **AN** offered to explore alternative means of advertising events with one of West Willoughby's residents.

Licensing requirements for the sale of alcohol and the playing of music at events had also been previously discussed. **TC** had agreed to update the Committee on the requirements for selling alcohol. Regarding music, **TW** believed that a license was not required for playing recorded

music before 11pm. However, he was unsure about the requirements for live music and agreed to check prior to the next meeting.

Regarding future social activities, it had been agreed that a Christmas Carol event would be held as normal. In addition, it had been suggested that an 'Open Gardens' event could be held in June 2024. The occasion could start in **BC's** paddock where maps of the gardens available for viewing and refreshments could be sold in the VH's marquee. A small car boot or table-top sale could also be held on the VH site with a charge made for each pitch. In addition, a local company could be invited to sell hot snacks from a burger van. An evening social event for residents could also be held in the marquee at some stage. **AN** offered to explore potential dates for the event(s) based on APC's knowledge of local social activities already being planned for the summer of 2024.

Overall, it was agreed that the Christmas and summer social events warranted a dedicated planning meeting. Consequently, an Extraordinary Meeting would be held at 7pm on 30<sup>th</sup> October 2023 at **BC's** home.

#### 5. Village Hall Site Development

**TW** had had insufficient time to draft the costed plan for the development of the VH site discussed at the Extraordinary Meeting on 21<sup>st</sup> August 2023. However, he anticipated being able to produce the draft in time for the next meeting.

**AN** reported that SKDC had confirmed that planning permission would be required for the anticipated VH site development. However, it was anticipated that the community's amenity should qualify for a 50% reduction in planning fees.

**BC** and **LB** had investigated potential options for Portaloo's and waterless toilets respectively. A short-term hire of a Portaloo would cost £50 including delivery and collection while a long-term hire of more than 6 months would be in the region of £100 per calendar month including weekly sanitization and replacement of toilet paper etc. A delivery and collection fee of £25 each way would be waived. All prices included VAT. The waterless toilet systems provided by Kazuba varied in price from £7995 to £11495 plus VAT depending upon anticipated usage and accessibility requirements. Installation would cost a further £2300 to £2800 depending on the model chosen, and it was possible that some customers would require planning permission from their local authority. **TC** had previously agreed to investigate potential options for chemical toilets.

**JS** had investigated rechargeable lighting systems and confirmed that there were numerous low-cost options available for both inside and outside use. A typical cost was £30 to £40. There was also a wide range of relatively low cost 'off-grid' heating systems available.

While suggested garden plans had yet to be produced, it was agreed that any design should be aimed at being 'low maintenance' and should restrict the number of obstacles for grass mowing.

It was suggested that a herb garden might be appropriate and could provide a welcome amenity for the community. **AN** reported that the Lincolnshire Wildlife Fund could be a potential source of partial funding. **TW** suggested that a swing could attract people with young families onto the site as well as providing entertainment for children. **SLH** suggested that 'Home-Start UK', a family support charity, could potentially provide advice about funding play equipment.

Overall, it was agreed that development of the VH site would need to be conducted in the following stages:

- a. Produce a costed plan.
- b. Consult with residents.
- c. Apply for planning permission.
- d. Apply for funding.

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

**John Leighton and Salena Leighton-humphries** were thanked for their generous donation of a wooden picnic table for the VH site.

It had been agreed to plant a Rosemary bush at each end of the memorial bench to honour the memory of **Councillor Rosemary Kaberry-Brown**. **AN** offered to investigate suitable Rosemary bushes at a local garden centre.

The cutting of the VH site's grass was still being undertaken at the Trustees' expense, which appeared to be at odds with other parish facilities such as Ancaster Playing Field receiving funding for grass cutting. **AN** agreed to raise the matter with APC.

#### 7. Date/Venue of Next Meeting

The date/venue of the next regular meeting would be decided at end of the Extraordinary Meeting on 30th October 2023 (see Item 4).