Sudbrook and West Willoughby Village Hall (SWWVH) Committee Meeting 14th October 2026

1. Attendance

Present: John Somerville (JS), John Cairns (JC), Miranda Hickson (MH), Andy Newton (AN).

Apologies: Louise Burn (LB), Barbara Campbell (BC), Salena Leighton-Humphries (SLH), Rae Seng (RS), Fiona Stocks (FS).

Venue: JS' Home.

2. Approval/ Amendments of the minutes of the previous Committee meeting.

It was agreed that the minutes of the AGM and subsequent Committee meeting held on 10th September 2026 provided a good overall record. **JC** was to forward both sets of minutes for inclusion on APC's website.

3. Venue.

Some years ago it had been decided to hold SWWVH Committee meetings in trustees' homes to avoid the costs of hiring local venues. Hosting committee meetings was entirely voluntary and it was fully accepted that it was not practical for all trustees. However, for those who were able to participate, it was agreed that recording the venue in the minutes should help prevent hosting becoming a regular burden for any households.

4. Gazebo Update.

Following the award of a South Kesteven Community Fund (SKCF) grant of £1985.75 (75% initially with the remainder paid upon completion of the project), two sturdy pop-up gazebos and associated accessories had been purchased from the Gala Tent company. The order had recently been delivered and both gazebos would be erected on site to check the equipment and for trustees to gain familiarity with their assembly. Photos would also be taken to provide SKCF with evidence of the project having been completed.

5. Storage Requirements.

The recent expansion of the VH's inventory had further highlighted the need for on-site storage and, as reported in the previous minutes, it seemed logical to consider a fixed structure that could accommodate both social activities and storage requirements. To that end, **JS** offered to explore the Dunster House range of garden buildings including a base and assembly by the company. The SKCF's Large Grant scheme was a potential

source of funding of projects up to £20K including a minimum of 10% match-funding. **JC** agreed to explore the application process for such a grant in greater detail. Once a potential building had been identified and agreed upon, **JC** would also seek an insurance quote to include Building, Contents and Public Liability. As the building would be 'off-grid', insurance was likely to remain as the VH's sole recurring financial outlay. The potential means of covering the premium as well as making a net financial gain would need to be explored. Finally, regardless of any legal requirements, it was considered advisable to seek full planning permission for this community facility, preferably via the auspices of APC who were highly experienced in such matters.

6. Cordless Appliances.

The VH site still lacked an electricity supply. **SLH** had offered to identify potential cordless options that could be considered. An update would be sought when **SLH** was next available.

7. Lincolnshire Local Resilience Forum (LRF)

AN had previously informed the Committee that the Lincolnshire Local Resilience Forum (LRF), essentially a local emergency planning/action group, was keen to raise the public's awareness of its existence and to seek volunteers for providing local support within their communities. While not a role formally associated with the SWWVH Committee, **JS** offered to invite trustees to consider volunteering their services as Local Volunteers on an individual basis. An information pack would be provided to anyone registering an interest. Further information may be viewed via this link: https://www.lincolnshireresilienceforum.org/

8. Correction to southern boundary of VH site.

The residents of the Lion House had noticed a small anomaly with the boundary between their property and the VH site whereby a low wall had apparently been encroaching one foot onto their driveway for many years. **JS** had confirmed the anomaly from the VH site plans and the correct boundary had been swiftly restored using a post and rail fence installed by the residents.

9. Christmas Sing-along.

It had been agreed that the next annual Christmas Sing-along would be held on Friday 11th December 2026 at 6.30pm. The popular format for the event would be maintained and the associated Event Plan from last year was available to act as an aide-memoire.

10. Any Other Business (AOB)

There were no items for AOB.

11. Date/Venue of Next Meeting.

The next SWWVH Committee meeting would be held at **JC's** home on 11th November 2026 at 7pm.The primary aim of the meeting would be planning for the Christmas Sing-along.