

Sudbrook and West Willoughby Village Hall
Committee Meeting Notes
25,06,2019 Carlton Scroop Village Hall
7pm start

1, Present; John Cairns (JC): Rachael Seng (RS): Karen Barrett (KB): Louise Burn (LB): Neil Gray (NG): Tom Williams (TW): Peter Hall (PH): John Somerville (JS).

Apologies: None Made.

2. Amendment to previous meeting.

Minutes from the APC meeting appointing new trustees to the Village hall Site have been passed to RS for filing.

Small amendment to point 5 in notes, JC has been replaced with JS in ref to passing notes to NG.

3. Official signing of Trustees in accordance with Governing Document, all signed at 7.18pm 25th June 2019, copy to be kept with the Village Hall Committee Secretary RS

4, Progress report, from JS,

Checks to be made with APC with regards to putting minutes from the SWWVHC can be placed in the parish council news board located on Main Street, Sudbrook.

An email has been sent to APC by JS with regards to confirmation that the SWWVHC has been formed, Andy Newton from APC will be the parish council representative.

With regards to the grass cutting of the village hall site, JS has sent an email requesting that APC continue to their commitment to keep the grass on the site cut. Denise Gasgoine asked for the application to be put in writing. Results to be shown at the next SWWVHC meeting.

The next APC meeting will be held in August 2019.

5. Progress Report from NG

The pin number for the Charity Commission access is 511131.

Progress is being made with regards to Lloyds Bank, the statement is that the SWWVHC has at last count £1816,84p, all returns to the Charity Commission have been made as dormant, and we are now up to date with returns and filing reports. SWWVHC is now compliant with the Charity Commission.

Forms have been submitted by NG to Lloyds Bank PLC Grantham with regards to getting the account back up and running. Proof of resignation and death of former SWWVHC members has been shown to Lloyds Bank, and NG is new signature on bank forms,

NG sent form resubmission on the 7th June, a further phone conversation was held on the 25th June, confirmation that the forms submitted by NG to Lloyds Bank had been received by the bank on the 11th June, Lloyds Bank confirmed that the process could take 3-4 weeks to transfer the names on the account, as they are behind on paperwork.

6. Update on signs from PH.

Two No Fouling signs have been erected on the village hall site, and an official SKDC no fouling sign has been erected at the entrance, this seems to have stopped people going onto the site with their dogs.

7. Guidance notes from the Charity Commission on duty's for the Trustees.

All trustees received a copy of the guidelines produced by the Charity Commission on the legal duty of care, KB to receive a copy from PH.

8. Discuss the plans for the community BBQ/ Picnic.

RS to produce a poster, for the 31st August 2019, 4.30pm start, weather permitting.

Postal drop of Sudbrook and West Willoughby residents, Residents to bring a share plate, eating to start at 6pm, residents to bring a picnic blanket or chairs, there will be a raffle for the SWWVH to raise funds. Residents to be notified the week prior if it is going ahead, ice cream van to be made aware of the date (RS has spoken to them)

Raffle Prizes to be donated by residents and businesses 2 weeks prior to the event.

Flyers to go out the first week of August by hand drop.

To be discussed at the next meeting, 23rd July 2019 to finalize details.

9. Any other business.

New fence for village hall site. RS has contacted fencing supplier, it has been decided that the fence should be 4f in height with an 8f gap in line with the drop kerb, a gap in the fencing to be located at the site of the drop kerb, with removable posts to be erected, so access to the site can be granted.

The site is 43.5 f with the drop kerb centered at 15.5f from the right hand boundary line, the drop kerb is 9f. Dimensions and photos have been sent to the fencing supplier.

Next meeting to be held at Carlton Scroop Village hall on the 23rd July 2019 at 7pm.

Meeting closed at 8.30pm