

Sudbrook and West Willoughby Village Hall (SWWVH) Committee Meeting 9th March 2020
Carlton Scroop Village Hall

1. Attendance

Present: John Somerville (JS), Karen Barrett (KB), John Cairns (JC), Neil Gray (NG), Peter Hall (PH), Tom Williams (TW), Rae Seng (RS).

Apologies: Louise Burn (LB), Andy Newton (AN).

2. Approval/ Amendments to the minutes of the last meeting

The minutes provided a good overall record of the meeting held on 21st November 2019.

JC would forward the previous meeting's minutes for posting onto the APC website.

3. Carol Singing Review

The Carol Singing Event was held on 21st December 2019 on the SWWVH site. It had been well supported despite the inclement weather and immediate feedback from residents had been positive.

TW's pies and mulled wine and **AN**'s Christmas tree were refunded via an £11 donation per head from the trustees.

The refreshments were thoroughly enjoyed by all. While it is difficult to estimate the numbers of potential attendees it was thought that the amount of food and drink provided could probably be reduced for future Christmas events.

Mr. Malcolm Corradine of Alyson Hire had loaned the Committee outside lighting for the Carol Singing Event at no charge. As a sign of its appreciation, the Committee had displayed 2 advertising boards for Alyson Hire at the event. **JS** had sent a letter of appreciation to Mr. Corradine regarding his kind support.

The raffle had raised a total of £181.20 through tickets sold on the night. Prizes had been kindly donated by Ancaster Butchers, Ancaster Co-Op, trustees and some attendees upon arrival. **JC** had sent letters of appreciation to the managers of the Ancaster Butchers and Ancaster Co-Op. While the raffle was deemed successful, the large number of prizes resulted in a somewhat protracted draw. In addition, selling and folding large numbers of 'cloak room tickets' involved a considerable workload on the night. It was thought that having fewer prizes and pre-printed tickets sold mainly before the event could be more appropriate.

The inclement weather had highlighted the need for a Marquee to provide adequate shelter together with table, chairs and, safety permitting, a form of heating.

The PA system provided by **TW** had unfortunately developed a major fault on the night. It was thought that the purchase of a system for the SWWVH site could be considered if funding was available.

The date of the event had conflicted with one of the activities planned by Ancaster church. While avoiding any clashes of events for the busy festive season would never be easy, it did highlight the need for timely coordination amongst the various local venues.

4. SKDC Community Fund Grant.

It was confirmed that the Community Fund grant, secured by SKDC councillor Mrs Rosemary Kaberry-Brown, would be used to purchase a heavy-duty marquee.

5. Insurance

There was an ongoing requirement for the VH site to be insured. Specific requirements would include third party and employer's liability, plus legal services cover. Contents and accidental damage cover could also be required following the potential purchase of a marquee and associated items.

TW agreed to obtain appropriate quotes when the current insurance policy approached its renewal date.

6. Future Events.

A major VH event to celebrate the 75th anniversary of VE Day on 8th May 2020 would have resulted in inadequate preparation time for the Committee. Instead, participation in the nationwide 'Big Lunch' event on 6th June 2020 would not only provide more time to prepare but could also offer potentially warmer weather for an outdoor event. Consequently, detailed planning for the 'Big Lunch' would commence at the next meeting.

7. Any Other Business

JS had yet to receive a reply from the Charity Commission regarding the formal request to change the charity's Area of Benefit from 'Ancaster' to 'Sudbrook and West Willoughby'.

Following the next meeting, **JC** would produce another SWWVH Committee Newsletter summarizing the Committee's recent and planned activities, including the forthcoming 'Big Lunch' event.

A contribution of £16:00 was approved to finance the Newsletter insertion in the parish magazine.

8. Arrangements for Next Meeting

The next meeting of the SWWVH Committee would be held at 7pm on 9th April 2020 at Carlton Scroop Village Hall.