

**Minutes of the Meeting of the Trustees of the Educational Foundation of  
Abigail Bailey and Ann Levett and the Chelveston Village Hall Association on  
Friday 22<sup>nd</sup> July 2011 held at the Church House at 2:45pm**

**Present:**

Pieter Mommersteeg (Chair), Michael Smith, Penny Hughes, Arthur Wright, Cllr Martin Emerson, Cllr Adrian Dale (Clerk)

**2011.28 Apologies for Absence**

The Clerk apologised for rearranging the meeting location and time at late notice to accommodate the Village Hall booking. Malcolm Russen was unable to attend and Father Grant is convalescing.

**2011.29 Minutes of last meeting**

The minutes of the last two meeting were approved and signed by Pieter Mommersteeg in Father Grant's absence. .

**2011.30 Report on urgent actions undertaken by the Clerk**

**(a) Overflowing septic tank at School House**

The Clerk reported on the problems reported by the tenant. He has arranged for the tank to be emptied again by Cory Environmental and for quotations for the replacement of the existing system with a modern sewerage treatment plant. Plans of the old system have been found and the system appears to be at least 60 years old. When the B645 was widened 15 years ago the Environment Agency had warned Michael Foulger that the system was discharging dirty water outside the acceptable pollution limits. We are now definitely discharging illegally and have no alternative but to undertake a permanent remedy.

**The Trustees resolved to replace the system and delegated approval of the quotations to Pieter Mommersteeg.**

**2011.31 Matters arising from the last meeting**

None that are not covered elsewhere in the minutes

**2011.32 Finances of the Trusts (as of 17<sup>th</sup> June 2011)**

**(a) Approval of Village Hall Q2 Accounts**

The Trustees approved the accounts and noted the improved financial performance of the Village Hall. The accounts as presented will be included in the minutes.

**(b) Receipts and payments**

No additional payments have been received for the Educational Foundation since the last report.

**(c) Bank statements**

Bank statements for June have been received and reconciled for the Chelveston School Trustees accounts and Village Hall accounts.

#### **(d) Deposit Accounts**

No further action has been taken on opening a new deposit account.

#### **2011.33 Report from the Village Hall Committee**

The Committee met on 21<sup>st</sup> June and authorized the purchased of a new cooker in time for the weekend LAN party. A spring clean has been undertaken. The tidy up of the garden is still outstanding.

#### **2011.34 Village Hall Re-development**

The Trustees discussed the new plans presented by Toby Pateman and were broadly happy with them. The Clerk was directed to take forward the planning application.

#### **2011.35 Educational Bursary**

The Trustees reviewed an application from Simon Stockoe of Duchy Close. He wishes to study to be an electrician at Bedford College. Simon was interviewed by Pieter Mommersteeg and Arthur Wright. He came across as a well presented young man with sensible career plans. Pieter and Arthur recommended that he should be awarded an educational bursary to support his study at Bedford College on condition that he achieves the necessary GCSE grades and is awarded a place at the College. A monthly bursary of £92 was agreed to be paid during term time. Payment of the bursary would be made by arrangement with the Clerk on presentation of the necessary receipts. The Clerk was directed to write to Simon, encouraging him to use the bursary to facilitate his study but also to support his search for suitable work experience during his course.

#### **2011.36 Date of next meeting**

Friday 16<sup>th</sup> September 2011 – 3pm, Village Hall



Cllr Adrian Dale  
Clerk to the Trustees  
21 Water Lane  
Chelveston  
NN9 6AP  
01933 622624  
[Adrian.Dale@creatifica.com](mailto:Adrian.Dale@creatifica.com)

Pieter Mommersteeg  
Church House  
Caldecott  
Wellingborough  
NN9 6AT

# CHELVESTON VILLAGE HALL COMMITTEE

## Receipts and Payments for the 3 months ending 30th June 2011

Accruals in blue

INCOME	Jan-Mar	Apr-Jun	EXPENDITURE	Jan-Mar	Apr-Jun	Notes
<b>Operating Income</b>			<b>Operating Expenditure</b>			
Hall Lettings	£691.55	£892.00	Insurance	£181.91	£181.91	
Equipment Hire	£10.00	£10.00	Gas	£66.00	£66.00	
			Electricity	£276.00	-£183.38	1
<b>Events</b>			Water	£17.45	£17.45	
			Fees/Licences/Subscriptions	£22.30	£22.30	
			Repairs / Maintenance	£112.50	£43.60	
			<b>Supplies</b>			
			Cleaning	£0.00	£10.90	
<b>Total Operating Income</b>	<b>£701.55</b>	<b>£902.00</b>	<b>Total Operating Expenditure</b>	<b>£676.16</b>	<b>£158.78</b>	
<b>Interest</b>			<b>Equipment Purchases</b>	£0.00	£307.53	
Cheque Account	£0.00	£0.00				
<b>Donations &amp; Grants</b>	£0.00	£0.00	<b>Grants</b>			
			Salvation Army	£0.00	£0.00	
<b>TOTAL INCOME</b>	<b>£701.55</b>	<b>£902.00</b>	<b>TOTAL EXPENDITURE</b>	<b>£676.16</b>	<b>£466.31</b>	

## Balance sheet for the 3 months ending 30th June 2011

Assets B/F	Jan-Mar	Apr-Jun	Assets C/F	Jan-Mar	Apr-Jun	Notes
Lloyds 772106-04217360	£3,953.93	£3,238.25	Lloyds 772106-04217360	£3,238.25	£3,766.10	2
<b>Current Assets</b>	<b>£3,953.93</b>	<b>£3,238.25</b>	<b>Current Assets</b>	<b>£3,238.25</b>	<b>£3,766.10</b>	
<b>Creditors B/F</b>			<b>Creditors C/F</b>			
Salvation Army	-£80.00		Julia Palmer (pre-pay)	-£5.00	-£5.00	
Julia Palmer (pre-pay)		-£5.00	NACRE	-£40.00		
NACRE		-£40.00				
<b>Debtors B/F</b>						
Parish Council	£15.00					
Nene Valley Astronomers	£47.00	£33.00				
WI		£42.00				
Free Spirits		£42.00				
Singing Group		£21.00				
<b>Operations &amp; Improvements</b>			<b>Debtors C/F</b>			
Operating Surplus	£25.39	£743.22	Parish Council		£60.00	1
Equipment Expenditure	£0.00	-£307.53	Singing Group	£21.00	£21.00	
Grants	£0.00	£0.00	Nene Valley Astronomers	£33.00	£14.00	
Donations	£0.00	£0.00	WI	£42.00	£45.50	
<b>Interest</b>			Free Spirits	£42.00	£42.00	
Cheque Account	£0.00	£0.00	Sure Start		£45.00	
<b>Accruals</b>						
Insurance	-£545.72	£181.91				3
Fees/Licences/Subscriptions	-£66.90	£22.30				4
Water	-£17.45	£17.45				5
<b>TOTAL ASSETS C/F</b>	<b>£3,331.25</b>	<b>£3,988.60</b>	<b>TOTAL ASSETS C/F</b>	<b>£3,331.25</b>	<b>£3,988.60</b>	

**Note 1** Electricity refund of £ 359.38

**Note 2** Bank balances at 28/03/2011 & 30/06/2011

**Notes 3,4,5** Bills paid in Q1 - amortised over year