

**Minutes of Electronic Correspondence of the Trustees of the  
Educational Foundation of Abigail Bailey and Ann Levett  
on 1<sup>st</sup> November 2019**

**Participating:**

Melvyn Wooding (Chair), Raymond Dyer, Andrew Seaman, Arthur Wright,  
Peggy Deards, Sharen Hegarty (Trustees)  
Adrian Dale (Clerk)

**2019.19 October Caretaker Expenses**

The Clerk presented the October 2019 Caretaker's Service Claims and Clerk's report.

	Link to: <a href="#">Adrian Dale's Service Log</a>	Labour	Mileage	Supplies
VH	Village Hall Caretaker	£77.49		£10.40
VHP	Village Hall Projects			
SH	School House Caretaker			
SHP	School House Projects			
	<b>Sub Totals</b>	<b>£77.49</b>		<b>£10.40</b>
		<b>Total</b>		<b>£87.89</b>

	Link to: <a href="#">Rachael Maywood's Service Log</a>	Labour	Supplies
VH	Village Hall Caretaker	£189.00	
VHP	Village Hall Projects	-	
SH	School House Caretaker	£17.50	
SHP	School House Projects		
	<b>Sub Totals</b>	<b>£206.50</b>	
		<b>Total</b>	<b>£206.50</b>

**Clerk's Report**

- There was only one maintenance issue in October:
  - The gutters of the Village Hall and School House blocked during the pouring rain and overflowed. They needed clearing.
- During October 2019, the Hall was in use for **132** hours with a hire income of **£1,012**. In October 2018, the respective figures were **142** hours use and income of **£1,140.00**. We had 2 weeks of half-term this year as compared to one last year.
- We are currently running a positive cash balance.

**End of report**

It was unanimously **RESOLVED** to approve this report and authorize the payment of the invoices. Cheques were signed.

A handwritten signature in black ink, appearing to read 'ADL', with a long, sweeping underline that extends to the right.

Adrian Dale  
Clerk to the Trustees  
21 Water Lane  
Chelveston  
NN9 6AP

Melvyn Wooding  
Chairman of the Trustees  
Melrose Cottage  
Caldecott  
NN9 6AR