

**Minutes of Electronic Correspondence of the Trustees of the
Educational Foundation of Abigail Bailey and Ann Levett
on 1st May 2019**

Participating:

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

2019.12 April Caretaker Expenses

	Link to: Adrian Dale's Service Log	Labour	Mileage	Supplies
VH	Village Hall Caretaker	£97.36	£0.00	
VHP	Village Hall Projects			
SH	School House Caretaker			
SHP	School House Projects			
	Sub Totals	£97.36	£0.00	
		Total	£97.36	

	Link to: Rachael Maywood's Service Log	Labour	Supplies
VH	Village Hall Caretaker	£195.00	£28.61
VHP	Village Hall Projects		
SH	School House Caretaker	£52.50	
SHP	School House Projects		
	Sub Totals	£247.50	£28.61
		Total	£286.11

Clerk's Report

- There were three maintenance issues which needed attention or for which repairs are planned:
 - Damage to floor in the Village Hall – the grain had lifted causing dangerous splinters. The areas have been chiselled out, filled and stained.
 - Improvements to the projection system (ongoing)
 - Damage to living room door in School House (quotations underway)
- During April 2019, the Hall was in use for **172** hours with a hire income of **£966.50**. In April 2018, the respective figures were **162** hours use and income of **£1,269**. In 2018, there was a lucrative gaming weekend over the Easter bank holiday. This was also booked for this year but unfortunately was cancelled 2 weeks beforehand.
- We are currently running a neutral cash balance. There will be some costs associated with the tenancy change at School House but nothing to be concerned about.

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 'AD', with a long horizontal stroke extending to the right. A small, faint watermark 'electronically signed' is visible across the signature.

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

Melvyn Wooding
Chairman of the Trustees
Melrose Cottage
Caldecott
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