

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

Participating:

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

2019.15 June Caretaker Expenses

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

	Link to: Adrian Dale's Service Log	Labour	Supplies
VH	Village Hall Caretaker	£90.90	
VHP	Village Hall Projects		
SH	School House Caretaker		
SHP	School House Projects		
	Sub Totals	£90.90	
		Total	£90.90

	Link to: Rachael Maywood's Service Log	Labour	Supplies
VH	Village Hall Caretaker	£167.00	£ 13.60
VHP	Village Hall Projects		
SH	School House Caretaker	£12.50	
SHP	School House Projects		
	Sub Totals	£179.50	£ 13.60
		Total	£193.10

Clerk's Report

- The tenancy of School House is going well with no issues raised.
- There were two maintenance issues which needed attention:
 - The relay on the front door failed, preventing hirers getting in. This was replaced the next day.
 - One of the Hall heaters had failed in March. DC heating were called out in June but were unable to repair. I am looking at alternative heating options.
- During June 2019, the Hall was in use for **166** hours with a hire income of **£1,257.00**. In June 2018 the respective figures were **135** hours use and income of **£1,079.00**. We are currently running a negative cash balance but this is not unusual at this time of year.

End of report

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



Adrian Dale
Clerk to the Trustees
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Melvyn Wooding
Chairman of the Trustees
Melrose Cottage
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