

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

**Participating:**

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

**2019.16 July Caretaker Expenses**

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

	Link to: <a href="#">Adrian Dale's Service Log</a>	Labour	Mileage
VH	Village Hall Caretaker	£77.39	£4.00
VHP	Village Hall Projects		
SH	School House Caretaker	£17.19	£2.00
SHP	School House Projects		
	<b>Sub Totals</b>	<b>£94.58</b>	<b>£6.00</b>
		<b>Total</b>	<b>£100.58</b>

	Link to: <a href="#">Rachael Maywood's Service Log</a>	Labour	Supplies
VH	Village Hall Caretaker	£98.50	£ 24.56
VHP	Village Hall Projects	-	
SH	School House Caretaker	£12.50	
SHP	School House Projects		
	<b>Sub Totals</b>	<b>£111.00</b>	<b>£ 24.56</b>
		<b>Total</b>	<b>£135.56</b>

**Clerk's Report**

- The tenancy of School House is going well with no issues raised.
- There were two maintenance issues which needed attention:
  - Drainpipes blocked and overflowing on School House and the Village Hall
  - Partial blockage in the School House sewer which was found and resolved during the annual inspection
- During July 2019, the Hall was in use for **188** hours with a hire income of **£1,491.00**. In July 2018 the respective figures were **139** hours use and income of **£1,133.00**. We are currently running a positive cash balance of **£1,551.93**. However, there is the bill for the sewage system service to be paid (approximately £180) and we are carrying £629 of Hall hire pre-payments. Overall Q1/Q2 Hall usage up slightly on 2018 but hire income is down slightly now that the Parish Council is on free hire.

**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 'ADALE', 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  
NN9 6AR