

**Minutes of Electronic Correspondence of the Trustees of the  
Educational Foundation of Abigail Bailey and Ann Levett  
On 1<sup>st</sup> February 2020**

**Participating:**

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

**2020.10 January Caretaker Expenses**

The Clerk presented the January 2020 Caretaker's Service Claims and Clerk's report.

	Link to: <a href="#">Adrian Dale's Service Log</a>	Labour	Supplies
VH	Village Hall Caretaker	<b>£86.69</b>	<b>£29.40</b>
VHP	Village Hall Projects	<b>£22.08</b>	
SH	School House Caretaker	<b>£3.98</b>	
SHP	School House Projects		
	<b>Sub Totals</b>	<b>£112.75</b>	<b>£29.40</b>
		<b>Total</b>	<b>£142.15</b>

	Link to: <a href="#">Rachael Maywood's Service Log</a>	Labour	Supplies
VH	Village Hall Caretaker	<b>£185.00</b>	<b>£13.60</b>
VHP	Village Hall Projects		
SH	School House Caretaker		
SHP	School House Projects		
	<b>Sub Totals</b>	<b>£185.00</b>	<b>£13.60</b>
		<b>Total</b>	<b>£198.60</b>

**Clerk's Report**

- There were a number of maintenance issues in January:
  - Gary Hewitt has not been able to find a dry day to complete the pointing of the parapet around the extension.
  - The driving rain did seep through the lime mortar flaunching around the double glazing at the rear. There is bound to be tiny gap at the glass/mortar junction and we'll do a small bead of sealant when the mortar dries out.
- The land drain on the car park was silted up and needed to be jetted out at a cost of £108.00. I plan to invest in a jet washer adapter so that we can do it ourselves.
- The T loop on the sound system wasn't functioning properly at the Parish Council meeting. DSAV came out and changed the gain and sound levels on it. I have purchased a tester so that it can be regularly checked.
- The door entry camera has been malfunctioning. I have purchased the next model up and will replace next week.
- I have completed the preparation works for the new Gigaclear network connection. The installation should take place on Monday 10<sup>th</sup> February 2020.

- During January 2020, the Hall was in use for **138** hours with a hire income of **£1,049.50**. In January 2019, the respective figures were **131** hours use and income of **£1,026**. Although the Ballet Academy have dropped a session a week, we now have a new group fortnightly on a Friday for 3 hours. This is the Home Education Network, a group of local parents who home school their children. They need somewhere for group activities.
- There is no point in reporting on finances as the first 3 months of the year involve several annual bills which distort outgoings.

**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  
21 Water Lane  
Chelveston  
NN9 6AP

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