

**Minutes of Electronic Correspondence of the Trustees of the
Educational Foundation of Abigail Bailey and Ann Levett
On 1st February 2021**

Participating:

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

2021.2 January Caretaker Expenses

The Clerk presented the January 2021 Caretaker's Service Claims and Clerk's report.

	Link to: Rachael Maywood's Service Log	Labour	Supplies
VH	Village Hall Caretaker	£27.00	
VHP	Village Hall Projects		
SH	School House Caretaker		
SHP	School House Projects		
	Sub Totals	£27.00	
		Total	£27.00

Clerk's Report:

The Hall was closed throughout January because of lockdown 3. Once Rachael had recovered from her illness, she returned to duties and has been checking the Hall every other day inside, flushing toilets and running taps to ensure that everything is still flowing before turning off the water. Between Rachael's visits I am doing a daily external inspection to ensure that there has been no security breach.

There have been no maintenance tasks this month.

A new discretionary grant scheme has opened for lockdown 3. East Northamptonshire Council (whilst it still exists!) may, at its discretion, make a monthly payment to completely closed businesses. This payment is intended to cover fixed costs. I have submitted a claim for £279/month to cover our insurance, utility bills and the cost of the daily security checks. I am awaiting a formal assessment of our claim.

I have now submitted the annual return and Trustees' Annual report to the Charity Commission.

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



Adrian Dale
Clerk to the Trustees

Melvyn Wooding
Chairman of the Trustees

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Chelveston
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Melrose Cottage
Caldecott
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