

**Minutes of Electronic Correspondence of the Trustees of the
Educational Foundation of Abigail Bailey and Ann Levett
On 11th May 2021**

Participating:

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

2021.7 Assistant Caretaker Appointment

Clerk's Report

Subject to contract, we have found two relative newcomers to the Village who would like to become Assistant Caretakers. I interviewed them first and then Rachael gave them chapter and verse, and then the full once over. We were looking for one person, but both appear to meet the requirements. In discussions with Rachael, we've decided that it would be sensible to take both on to provide wider cover – particularly 1 weekend in 3 instead of every other weekend. Rachael is very busy with several other Village contracts and with her external badminton coaching commitments. She is happy to forego a few hours a week to ensure that we have the appropriate cover.

Rachael will sort out the rotas and will manage the cover on a day to day basis. I've decided that we will not ask the Assistants to do any of the grass cutting for the Village Hall or School House as this involves additional training and the purchase of new PPE. Rachael already does this brilliantly and manages the grass in the Churchyard under a separate contract. I see no reason in complicating things with extra training and extra risk assessments. If ever Rachael can't do the grass, I can step in at no cost. I know how to cut grass!

We have offered the new caretakers the same contract as Rachael took up three years ago - £10/hour worked with a minimum of 20 mins pay per security visit. They have agreed to this. In the light of the fact that Rachael is:

- (a) First Class in everything she does
- (b) Undercharges us on a regular basis
- (c) Spots issues that I have missed
- (d) Will be supervising the new Assistant Caretakers and managing the rota and cover,

I would like to propose we pay Rachael at a rate of £12.00/hr worked from this week. Her rate has not changed in the last 3 years and now she will be taking over the coordination of all operational cover. I will still manage Rachael as far as it is required – but in reality she tells me what is needed, and I climb the ladder and unblock the drains when told.

I have not drawn a penny of fees from the Village Hall since the pandemic started in March 2020 and will not do so again. On this basis, it is reasonable that Rachael be recompensed for taking up the reins. Financially, we can afford the changes and will benefit in the longer term because more functions can be taken on.

In the interests of full disclosure, I confess that I gain here. I spend all my weekends in Lincoln now with Helen. If I am on duty, I have a 164 mile round trip each day to provide cover at no cost to the Foundation. This costs me £30 in petrol and 4 hours in time. For the last few weeks Rachael has been a star and has covered me for most of these weekends. However, it would be great for Rachael to have a weekend off too.

It was unanimously **RESOLVED** to approve this proposal and to authorise the Clerk to make the necessary arrangements.

A handwritten signature in black ink, appearing to read 'ADALE', with a long, sweeping underline that extends to the right.

Adrian Dale
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