

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

Participating:

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

2021.9 April Caretaker Expenses

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

| | Link to: Rachael Maywood's Service Log | Labour | Expenses |
|-----|--|----------------|----------------|
| VH | Village Hall Caretaker | £235.00 | £15.29 |
| VHP | Village Hall Projects | | |
| SH | School House Caretaker | £46.00 | |
| SHP | School House Projects | | |
| | Sub Totals | £202.00 | £16.37 |
| | | Total | £296.29 |

| | Link to: Deborah Hoskin's Service Log | Labour | Expenses |
|-----|---|---------------|---------------|
| VH | Village Hall Caretaker | £87.66 | |
| VHP | Village Hall Projects | | |
| | Sub Totals | £87.66 | |
| | | Total | £87.66 |

| | Link to: Natasha Bavington's Service Log | Labour | Expenses |
|-----|--|---------------|---------------|
| VH | Village Hall Caretaker | £85.84 | |
| VHP | Village Hall Projects | | |
| | Sub Totals | £85.84 | |
| | | Total | £85.84 |

Clerk's Report:

The Hall continues to be free of cluster flies which is most welcome! Well done to Rachael for spotting their route in. There were a few minor maintenance jobs in the Hall during May. Two of the flood lights had failed over the winter and these have been replaced under guarantee by our wholesaler. Fortunately, I was able to do it and we haven't incurred any charges from an electrician. Three of our emergency lights also failed their quarterly test. One of them was 10 years old and the other two were 6 years old. The batteries are on constant charge and eventually develop a memory which means they can't discharge. I have replaced them all.

Two maintenance jobs were needed on School House. The satellite dish on the roof needed a new LNB to work with the new Sky services that the tenant wanted. Sky said that they couldn't

get up on the roof as their policy is to fit all dishes to the walls of houses no higher than two storeys. They wanted to cut our cables and fit a new dish to the front of the house. When we refurbished School House, we deliberately put the dish on the chimney out of sight as we didn't want to spoil the look of the building. I told Sky that they couldn't install a new dish and that if they would give us the necessary equipment, our engineer would do the installation. This is what happened and the tenant was delighted. We therefore continue to own all of the installation. The roofers also came during May and have replaced the leaking cement fillets around the other chimney.

We appointed Deborah Hoskins and Natasha Bavington as Assistant Caretakers, working to Rachael. They started during May and Rachael has organised a comprehensive training programme for them. It is only when you see the tasks and checklists written down, that you realise how much is involved in keeping the Hall running. The caretaking costs are obviously higher this month, obviously because I am no longer doing my free shifts, but also as there were several doubled up shifts where Rachael was doing the training and supervision over the first few days.

The Hall was in use for 72 hours in May, gradually creeping up, but with only the Ballet Academy using it. We will be making a loss on these operations until more hirers return. Even though our May expenditure was much higher than usual, our reserves have still increased by over £13,000 this year as we have received another £8,000 grant from North Northamptonshire Council.

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