

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

Participating:

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

2021.10 June Caretaker Expenses

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

	Link to: Rachael Maywood's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£171.00	£7.60
VHP	Village Hall Projects		
SH	School House Caretaker	£57.00	
SHP	School House Projects		
	Sub Totals	£228.00	£7.60
		Total	£235.60

	Link to: Deborah Hoskin's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£73.50	
VHP	Village Hall Projects		
	Sub Totals	£73.50	
		Total	£73.50

	Link to: Natasha Bavington's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£101.84	
VHP	Village Hall Projects		
	Sub Totals	£101.84	
		Total	£101.84

Clerk's Report:

The new caretaker rota worked well during the month but unfortunately Deborah Hoskins has decided that this will be her last month. She thought that the role would suit her well but found having to do several short visits to the Hall a day was too disruptive. Natasha appears to be happy with the role and will gladly pick up the extra shifts. Rachael will continue to do all of the grass cutting at the Hall and School House. We have had a run of maintenance issues this month.

1. The tractor blades need replacing as they are now tearing at the grass. I used to do the job by driving the tractor down to my house where I have the lifts needed. However, neither the Foundation or I are now insured for taking the tractor off the premises. As the machine has now done over 100 hours I have booked it into our local dealer for a full service.

2. Another flood light has failed. I have contacted the manufacturer to discuss this as there is no reason for all of them to fail in such a short period. I am awaiting their thoughts.
3. The sewage system pump has become noisy. It is due a service any day now and so I am going to wait until the engineer comes for that.
4. In the recent very heavy rain the School House roof leaked again in spite of the cement fillet around the chimney being replaced. The roofer had warned me that this might not be enough, but we were trying to avoid the disruption of scaffolding being installed. The roofer has now quoted for scaffolding and a full repair by installing lead flashing around the chimney. I have accepted the quote and am waiting for a start date.
5. A bathroom shower fitting snapped in School House – I was able to replace this on the same day for just over £5.00 and the tenant is very happy with the result.
6. The kitchen sink in School House developed a leak. It turn out that the screw holding the waste pipe to the plug hole had come loose. I was able to reattach.
7. The new silver birch tree in the School House garden has died. Melvyn has ordered a replacement for delivery today.

The Hall was in use for 87 hours in June, gradually creeping up, with the Ballet Academy and Tai Chi back to classes. We will be making a loss on these operations until more hirers return but our financial position is strong.

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 'ADRIAN DALE', with a long horizontal stroke extending to the right. Below the signature, the text 'Electronically signed' is faintly visible.

Adrian Dale
Clerk to the Trustees
21 Water Lane
Chelveston
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Melvyn Wooding
Chairman of the Trustees
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