

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

Participating:

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

2021.15 September Caretaker Expenses

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

	Link to: Rachael Maywood's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£182.50	£16.38
VHP	Village Hall Projects		
SH	School House Caretaker	£24.00	
SHP	School House Projects		
Sub Totals		£206.50	£16.38
		Total	£222.88

	Link to: Olivia Duffy's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£92.77	
VHP	Village Hall Projects		
Sub Totals		£92.77	
		Total	£92.77

Clerk's Report:

Our new Assistant Caretaker, Olivia Duffy, is doing well and has certainly relieved some pressure. She was able to do emergency cover for one evening this week when Rachael was ill and I was away. Rachael will be doing some refresher training/briefing with her today.

It has been a challenging week this week with the report of the 2 COVID cases from last week and with Rachael being unwell whilst I was away. I decided to close the Hall on Tuesday for the first time (other than lock down) from an abundance of caution. Rachael had let me know how unwell she felt on Tuesday morning. She had been in the Village Hall the previous day and although we could have cobbled together cover for the three sessions I was concerned in case Rachael was COVID positive. In the end she wasn't to the huge relief of everyone and she has now resumed duties. Ray did an excellent job covering for us on Wednesday. I did get some flack from the Ballet teacher about the short notice, but the irony was that she'd cancelled the previous day at short notice as she was unwell! Our policy is that no one with symptoms of any respiratory illness is allowed to use the Village Hall anyway, so I would probably have asked her to stay away anyway. We have weathered the COVID cases from last week with no further effects that we know of.

Some users are expressing concern at the need to ventilate but I think COVID the incidents last Thursday and Friday have shown that this is the correct policy. Nevertheless, I expect to lose at least one client over the autumn/winter, who will not want the doors open.

I continue to investigate options for ventilation and have just received another quote which I am working through.

The scaffolding has at long last gone up at School House to repair the roof leak and I am hoping the roofer will attend next week.

The Hall was use for 86 hours in September. Income was £586. The final one of our regulars returns on Sunday, all other classes are underway.

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

A handwritten signature in black ink, appearing to read 'ADALE', with a long horizontal stroke extending to the right.

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