

**Minutes of Electronic Correspondence of the Trustees of the  
Educational Foundation of Abigail Bailey and Ann Levett  
On 31<sup>st</sup> January 2022**

**Participating:**

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

**2022.1 January Caretaker Expenses**

The Clerk presented the January 2022 Caretaker's Service Claims and Clerk's report.

	Link to: <a href="#">Rachael Maywood's Service Log</a>	Labour	Expenses
VH	Village Hall Caretaker	£114.00	£6.80
VHP	Village Hall Projects		
SH	School House Caretaker	£12.00	
SHP	School House Projects		
	<b>Sub Totals</b>	<b>£126.00</b>	
		<b>Total</b>	<b>£132.80</b>

	Link to: <a href="#">Olivia Duffy's Service Log</a>	Labour	Expenses
VH	Village Hall Caretaker	<b>£81.68</b>	
VHP	Village Hall Projects		
SHP	School House Projects		
	<b>Sub Totals</b>	<b>£81.68</b>	
		<b>Total</b>	<b>£81.68</b>

**Clerk's Report:**

There have some maintenance issues this month, all but one of which has been dealt with.

- The gable end repairs are now complete and our insurance claim has been paid. The final part of the job is the removal of the power line shroud which happens on 10<sup>th</sup> February. Ecclesiastical Insurance are following up the claim with the householder's insurance company.
- The 5 yearly periodic inspection of the electrical system was done on Thursday 27<sup>th</sup> January 2022. There was some evidence of damp in two circuits but overall the system tested satisfactorily.
- The security sensor for the back door ran out of battery. This was spotted by Rachael's husband Mike and I was able to replace the next day.
- There have been a couple of bugs in the software that runs the air scrubbers. Now that I understand them we can work around them but I have asked the company to fix them ASAP. In January, there were 20 cases of COVID positive children having been in the Hall the day before testing positive. As far as we are aware, none have resulted in onward transmission as a result of others being in the same room. This is a great result.
- Rachael has discovered fresh woodworm in the Hall floor. We discovered old wood worm when the floor was sanded in 2015 but none of it was fresh. However, inspection today showed that it is widespread. I have consulted a wood worm control company who have had a rush of enquiries from churches and village halls this year. It appears

that the extended closures during the pandemic have proved to be the perfect damp settings for the eggs to hatch and larvae to grow. Treatment would involve lifting every 5<sup>th</sup> board for the whole length of the Hall and professional spraying. This would cost £720 and involve a 2 day closure for the treatment with 2 days either side for lifting and replacing the boards. There would be significant damage to the floors as a result. Melvyn has some experience of treatment and believed that we might be able to do localised treatment. Rachael and I inspected the whole floor today using a bright torch as Melvyn recommended. Unfortunately, we found widespread evidence around the edges throughout the Hall. We can discuss this at the meeting in February.

The Hall was use for 72 hours in January. Income for the month was £585.

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. The signature is written over a faint, light-colored watermark that says 'Electronically signed'.

Adrian Dale  
Clerk to the Trustees  
21 Water Lane  
Chelveston  
NN9 6AP

Melvyn Wooding  
Chairman of the Trustees  
Melrose Cottage  
Caldecott  
NN9 6AR