

**Minutes of Electronic Correspondence of the Trustees of the
Educational Foundation of Abigail Bailey and Ann Levett
On 1st August 2023**

Participating:

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

2023.16 Caretaker fees

There was a large jump in the National Living (Minimum) Wage in April 2023. The Foundation has always paid our caretakers as contractors at a rate that exceeded the National Living Wage reflecting the fact that they have full responsibility for the Hall whilst they are on duty. The Assistant Caretakers have been paid £10.00/hour for the last 3 years and Rachael as the Grounds Person and Head Caretaker (looking after the rota and standards) has been paid £12.00/hour. During this period, the National Living Wage was £9.50.

The National Living Wage has now increased to £10.42/hour, nearly a 10% increase reflecting the inflationary pressures we all face. As our caretakers are independent contractors, we are not technically breaking the law but there is a moral imperative to correct this. We also need to recognise that Maxine has recently taken up a role as a senior caretaker at Saxon Hall in Raunds, responsible for their caretaker team. She is happy to continue with us too, but this won't last long if we don't pay adequately. We need both her and her son Joe to stay with us in order to stay open. Maxine also brings her partner Gavin along with her at weekends, and he does numerous small maintenance jobs for free.

The following increases are proposed back dated to April 2023.

Role	Previous rate	Proposed rate	% increase
Head Caretaker	£12.00	£13.20	10%
Assistant Caretakers	£10.00	£11.00	10%

Back pay would be as follows

Person	April	May	June	Total
Rachael	£15.05	£22.40	£22.40	£59.85
Maxine	£12.08	£11.45	£11.60	£35.13
Joe	£5.75	£6.91	£7.06	£19.72

The additional costs will be covered by the inflationary component of the fees increase this year.

2023.17 July

The Clerk presented the July Caretakers' Service Claims and Clerk's report.

	Link to: Rachael Maywood's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£144.65	£33.69
VHP	Village Hall Projects		
SH	School House Caretaker	£56.10	
SHP	School House Projects		
VH	April back fees	£15.10	
VH	May back fees	£22.40	
VH	June Back fees	£18.47	
	Sub Totals	£256.72	
		Total	£290.41

	Link to: Maxine Routledge's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£127.04	
VH	April back fees	£12.08	
VH	May back fees	£11.45	
VH	June Back fees	£11.60	
	Sub Totals	£162.17	
		Total	£162.17

	Link to: Joe Routledge's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£46.71	
VHP	Village Hall Projects		
VH	April back fees	£5.75	
VH	May back fees	£6.91	
VH	June Back fees	£7.06	
	Sub Totals	£66.43	
		Total	£66.43

Clerk's Report:

We've had more challenges with mice in the Village Hall, which have managed to get into an open box in the WI cupboard containing sugar. The cupboard has been cleared and we have reiterated to the WI that no food stuffs should be stored in the cupboard. The paddock is also facing challenges from rabbits. Melvyn is looking at possible solutions.

The School House sewage treatment plant has had its annual service and clean. We have booked the chimney re-rendering for September.

Hall usage:

July's usage was just 62 hours as the school holidays started early meaning that the Ballet Academy had fewer sessions.

Figures for the first 2 quarters are now complete. For the first 6 months of the year, the Village Hall ran at a £370 operating loss, subsidised by Trustee funds. Our 2023 budget projected a £2,935 loss and so overall, I am pleased with this result. In 2024, our utility bills will halve and so the future looks a little brighter.

Month	2023 Hours	2023 Hire Income	2022 Hours	2022 Hire Income	Reason for difference between 2023 and 2022
January	87	£1,031	72	£583	Two new morning sessions a week
February	112	£1,561	129	£1,028	No gamer weekend in 2023
March	115	£1,501	139	£1,117	Weekend scout sleep over in 2022
April	87	£1,271	170	£1,381	Two 2022 gaming weekends not repeated
May	113	£1,422	137	£958	305th Memorial weekend was in 2022 and was a free of charge event
June	112	£1,533	136	£1,137	In 2022 there was a gaming weekend and scout weekend
July	62	£823	81	£653	The Ballet Academy was 20 hours down on 2022
August			32	£258	
September			98	£870	
October			142	£1,187	
November			125	£1,110	
December			76	£745	
Totals	688	£9,144	1,338	£11,066	

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



Adrian Dale (Clerk)



Melvyn Wooding (Chair)