

**Minutes the Extra-ordinary Meeting of the Trustees of the
Educational Foundation of Abigail Bailey and Ann Levett
On 1st May 2024**

Participating:

Melvyn Wooding (Chair), Raymond Dyer, Andrew Seaman, Arthur Wright, Sharen Hegarty, Louise Bishop (Trustees), Adrian Dale (Clerk), Janet McMillan (Bookings Secretary/Finance Officer)

2024.11 April Expenses

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

	Link to: Rachael Maywood's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£238.80	£18.68
VHP	Village Hall Projects		
SH	School House Caretaker	£64.80	
SHP	School House Projects		
	Sub Totals	£303.60	£18.68
		Total	£322.28

	Link to: Maxine Routledge's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£37.02	
	Sub Totals	£37.02	
		Total	£37.02

	Link to: Joe Routledge's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£55.86	
	Sub Totals	£55.86	
		Total	£55.86

	Link to: Jodie Keeble's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£126.41	
	Sub Totals	£126.41	
		Total	£126.41

Clerk's Report:

Village Hall

1. Jodie Keeble has now joined the caretaker team after training by Rachael. Maxine has stood down. Maxine will retain an access code as she will sometimes be covering from Joe and has said she'll help out if ever we are really stuck.
2. The rain this month resulted in a blocked gully on the extension roof which I cleared yesterday.
3. The car park track has also been badly affected and has 4 potholes which need to be repaired as they are a hazard in the dark.
4. The tractor has developed an engine vibration and so is booked in for investigation and servicing later in May.

School House:

1. The rain has caused problems with the front lawn of School House. Large patches of moss have appeared. Green Thumb have been engaged to restore it during this growing season.

Hall usage:

April's usage was 59 hours, well down on 2023 because of the planned Hall closure.

Month	2024 Hours	2024 Hire Income	2023 Hours	2023 Hire Income	Reason for difference between 2024 and 2023
January	97.5	£1,278	87	£1,031	Extra catch up sessions from Ballet Academy
February	129.6	£1,527	112	£1,561	Election hire
March	104.6	£1,320	115	£1,501	Early Easter
April	58.8	£780	87	£1,271	Planned Hall closure (cancelled but not recovered)
May			113	£1,422	
June			112	£1,533	
July			62	£823	
August			36	£531	
September			115	£1,250	
October			75	£959	
November			114	£1,416	
December			51	£746	
Totals	389.5	£4,863	1,079	£14,048	

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

2024.12 Retirement of the Clerk

The Clerk explained that he would be standing down in June 2025 after 15 years in the role. Ray Dyer and Janet McMillan also explained that they would need to stand down as they are also planning to retire. Melvyn and Sharen will also have served their maximum permitted term by the end of June 2025.

The meeting considered the challenges of finding a replacement Clerk and new Trustees. The conclusion was:

1. Adrian and Janet's roles may need to be divided amongst several volunteers.
2. It is unlikely that sufficient volunteers can be found to fill the vacant Elected Trustee positions.

The Clerk of the Parish Council has proposed a solution whereby the Parish Council is appointed as a Sole Trustee. The Foundation and the Village Hall could then be managed by a sub-committee of the Parish Council without the personal liabilities for individuals associated with Trusteeship.

It was **RESOLVED** by all present to approach the Parish Council to discuss this option.



Adrian Dale (Clerk)



Melvyn Wooding (Chair)