

Wigginton Old School Board of Trustees

Charity No. 517365

Draft Minutes of the meeting of the Wigginton Old School Board of Trustees held on Tuesday 22nd November 2016 at 10.00 in the John Jeffery Room, The Old School, Wigginton.

16/023 Trustees Present

Cllrs P Vaughan Chair, P Firth and Jeffery, Trustee E Wilson and D W Geary (Secretary)

16/024 Apologies for Absence

Trustee D Sisson

16/025 Declarations of Interest

None

16/026 To confirm the minutes of the last meeting held on 02.08.16

The minutes of the meeting held on 02.08.16 were accepted as a correct record and were signed by the Chairman.

RESOLVED that the minutes be accepted and signed.

16/027 Matters Arising from the minutes

a) Toilet hand driers

The secretary informed trustees that the driers have been installed and are fully functional.

b) Electrical consumer unit

The secretary informed trustees that the new electrical consumer unit has been installed and is fully functional.

c) Kitchen upgrade

The secretary informed trustees that new work surfaces, sinks, taps and tiling have been installed. Electrical repairs are expected to be completed within the next few days including new LED lighting.

d) External decorating

The secretary informed trustees that external painting has been completed.

RESOLVED that the matters be noted.

16/028 To receive an update on other maintenance requirements.

The secretary informed trustees that the following work had been undertaken and completed :-

a) Footpath

The side gate foot path has been widened by an extra row of paving slabs.

b) Gate repairs

The main double car park and single side entry gates have been repaired prior to painting.

c) External store room

Alterations have been completed at the external store and including :- altering the access door to open outwards, upgraded lighting has been installed and metal storage racking has been installed.

RESOLVED that the matters be noted.

16/029 Investment

Trustees agreed to proceed with an initial investment of £ 2000.00 with the Skipton Building Society with Trustees P Vaughan, P Firth and D Geary being the authorising signatories.

RESOLVED that the secretary progress the matter.

16/030 To consider proposed maintenance work and alterations

a) LED Lighting

The installation of replacement LED lighting in the kitchen, toilets and entrance hall was discussed as an improvement and energy saving project.

RESOLVED that the secretary obtains quotations for this work.

b) Resurfacing of the car park

The car park surface condition was discussed. Its condition is becoming poor and a number of pot holes are appearing.

RESOLVED that the secretary obtains quotations for repair work and that the matter also be referred to the Parish Council as landlord.

c) Widening of footpath to the front of the Old School

The footpath width was discussed and noted that it is not suitable for wheel chair users. The secretary informed trustees that the widening of the footpath has been costed at £ 650.40.

RESOLVED that the alterations be carried out.

16/031 To receive the accounts for the year to date

The secretary presented the accounts and reconciliation for the October 2016.

Brought forward	8973.98	8973.98
Income		
Hire fees	4197.25	
Grants	4350.00	
Donations	25.00	
Total income	8572.25	8572.25
Expenditure	-5710.36	<u>-5710.36</u>
Balance		11731.38
Add unbanked receipts		295.00
Less unrepresented payments		<u>-190.51</u>
Actual balance at 22.11.16		11835.87

RESOLVED that the accounts be accepted.

16/032 Other business not requiring notice

None

16/033 Date of next meeting.

Trustees agreed that the date of the next meeting will be advised by the secretary.

NB: These minutes are unconfirmed and are subject to confirmation at the next meeting of the Old School Board of Trustees.