

Wigginton Old School Board of Trustees

Charity No. 517365

Minutes of the meeting of the Wigginton Old School Board of Trustees Annual General Meeting held on Thursday 30th April 2015 at 1900 in the John Jeffery Room, The Old School, Wigginton.

15/001 Trustees Present

Cllrs P Vaughan Chair, Douglas, Jeffery, Mr W Tomlinson and DW Geary (Secretary)

15/002 Apologies for Absence

None

15/003 Declarations of Interest

None

15/004 To elect a Chairman

RESOLVED that Cllr P Vaughan be re-elected as chairman.

15/005 To receive the Chairman's report for 2014-15

The Old School Management Committee has witnessed another good year for hire of the facilities almost certainly attributable to further improvements in the fabric of the building. The building is now fully heated including the kitchen and all radiators have thermostatic controls fitted, double glazed A rated windows have been installed in the whole building, and with the insulation in the toilet block and kitchen will help to reduce energy costs although the building itself is far from energy efficient due to the nature of its construction.

A full roof inspection has been carried out by local structural engineers together with a local and reputable roofing contractor. The report shows that although some minor works should be carried out the roof is sound for at least another 10 years.

External painting will be monitored, although internally a refreshing of paint work has been carried out. A quotation is being obtained to fit UPVC board to the roof eaves and a UPVC kitchen fire exit door.

We are currently in the process of replacing all emergency light units with virtually maintenance free LED type units. We are also in the process of obtaining quotations for a basic manual fire alarm system.

A further project will involve fitting external drain covers to all gully outlets to prevent them being obstructed by debris and waste materials.

Our hire groups include dance, craft and sewing, art, kung fu, belly dancing, en pointe, Over 60's whist, WI, and square dancing who all continue to support us, but we have lost one significant customer on Fridays of a young children's group.

The annual accounts have been audited and show that we are in a very healthy position. This is due in no small way to the support given by the Parish Council who have funded the double glazed window replacements. I am sure you will want to join me in thanking them for this fantastic support. At the year-end (31.03.15) our funds stood at £ 7551.70.

Two conclusions can be drawn from all the improvements and repairs mentioned above:

1. The quality of accommodation is second to none which is vital given the local competition and the effect "austerity" imposed by local and national government on potential demand for such accommodation and
2. The amount of time, effort and management devoted by our colleague David Geary to the Old School, whose 2014-15 accounts are ample evidence of his success.

We look forward to a successful 2015-16.

15/006 Minutes of Previous Meeting

RESOLVED that the minutes of the previous meeting held on 17.02.15 be accepted as a true record.

The Chairman signed the minutes of the previous meetings.

15/007 Matters Arising

a) Replacement Windows

The secretary informed trustees that the Parish Council agreed to accept responsibility for the window replacement project and accordingly provided funding for the total replacement of the windows. This has been carried out by Huntington Windows and Design satisfactorily. The Old School was however responsible for the painting touch-up necessary after the completion of the window installation in the sum of £ 130.00. There is also a requirement to purchase a new vertical blackout/fire retardant blind @ £ 115.00 which has been ordered.

RESOLVED that the matter be noted and that the parish Council be thanked for its support.

b) Roof inspection

The secretary informed trustees that a full roof inspection has been carried out by Jon Steel, structural engineer with the co-operation of G N Roofing. The report indicates a small amount of repair work but that the main roof is sound and will not require work for at least 10 years. The survey resulted in £ 270.00 of costs.

RESOLVED that the remedial work be carried out during the year and that the report be retained for future use.

c) Carpeting to the John Jeffery Room

The secretary informed trustee that quotations have now been obtained from three contractors:-

Contractor 1 quotation £ 660.00 including vat

Contractor 2 quotation £ 930.00 including vat

Contractor 3 quotations:-

a) Normal grade carpet £ 594.00 including vat

b) Higher grade carpet £ 954.00 including vat

RESOLVED that the normal grade quotation received from contractor 3 be accepted. The secretary will discuss the purchase and fitting with the contractor. The timing of the fitting will be dependant of funding availability.

d) Water charges Allotment 2

The secretary report that he has corresponded with allotment holders no2 and that they have offered to pay £ 25.00 per year for continued water use. The matter was discussed and agreed with the proviso that allotment no 1 holder agrees to a similar charge.

RESOLVED that the offer be made to both allotment holder No 1 and 2 and be subject to annual review.

15/008 To receive the audited accounts to the Year End March 2015

The secretary presented the audited year end accounts and reconciliation for the period up to 31st March 2015

Accounts 31.04.15

Balance Brought Forward 01.04.14		4192.37
Add receipts 2014-15		8706.71
Less payments 2014-15		- 5327.38
Balance		<u>7571.70</u>

Reconciliation

Balance 31.03.15 Statement 169		7554.86
less unrepresented cheque		-3.16
Add unpaid invoice		20.00
Balance	NO Statement	30.03.15
		<u>7571.70</u>

Less 2015-16 payments		-732.19
Add 2015-16 receipts		31.00

Actual balance at 30.04.15 **6870.51**

Cheque payments April 2015

100481 S Barley maintenance	£ 36.00
100482 GN Roofing roof inspection	£ 120.00
100483 J Steel Structural Engineer	£ 150.00
100484 M Bonney painting	<u>£ 130.00</u>
	£ 436.00

RESOLVED that the audited accounts be accepted. The Chairman and Secretary signed the audited accounts.

15/009 Other business not requiring notice

None

15/010 Date of next meeting.

The Secretary will notify trustees of the date and time of the next meeting.

Signed.....Date.....