

Wigginton Old School Board of Trustees

Charity No. 517365

Minutes of the meeting of the Wigginton Old School Board of Trustees held on Thursday 22nd August 2013 at 1930 in the Len Roberts Room, The Recreation Hall, The Village, Wigginton.

13/012 Present

Cllrs P Vaughan Chair, Douglas, Jeffery, Spence, Mr W Tomlinson and Mr D Geary Secretary.

13/013 Apologies for Absence

Mr P Smith and Mrs N Joy-Smith.

13/014 Minutes of Previous Meeting

RESOLVED that the minutes of the previous meeting held on 16/05/13 be accepted as a true record.

The Chairman signed the minutes of the previous meetings.

13/015 Matters Arising

None.

13/016 Financial Update

The secretary presented the August update, reconciliation and payment schedule.

RECONCILIATION

Opening balance 01.04.13	£ 4582.13
Add receipts 2013-14 to date	£ 4327.54
Less payments 2013-14 to date	<u>-£ 3970.52</u>
Balance 01.08.13	£ 4939.15
Balance at bank 01.08.13	£ 4935.82
Cash in hand	<u>£ 3.33</u>
Balance	£ 4939.15

The secretary gave an overview of finances to the year end (March 2014) in order that additional works could be considered during the meeting.

Estimated income to March £ 3600.00

Estimated costs to March £ 3200.00

RESOLVED that the Financial Report be accepted.

13/017 Energy supply change

The secretary informed members that the gas supply is provided by Npower on a 2 year fixed price contract which commenced on 12th August the electricity supply will be changed to EDF in September also on a fixed 2 year price.

RESOLVED that the matter be noted

13/018 Works report.

The secretary informed the meeting that work has commenced with painting the main hall and the John Jeffery Room this work will be completed by Friday 30th August, the repainting is being financed by the Parish Council. The work has also commenced with the lowering of the kitchen ceiling which will be completed by Friday 30th August. The painting of the entrance hall was completed in July.

Minor additional charges will be necessary for altering the kitchen lighting and emergency light in the estimated sum of £ 50.00.

A quotation has been received from M Bonney to paint the kitchen on completion of works in the sum of £ 150.00

A quotation has been received from Fensome Plumbing to supply a kick heater in the kitchen in the sum of £ 510.00 plus approximately £ 40.00 for a fused spur electrical supply.

RESOLVED that the report be noted and the repainting and kick heater be carried out.

13/019 Secondary Glazing, Vertical blinds/Curtains and Chairs.

a) Quotations have been received for secondary glazing from 3 supplier/installers.

Kimberlite Glass	£ 1554.00 (incl VAT)
Oxforde Glass	£ 3303.60 (incl VAT)
Scott Barley	£ 921.50 vat not applicable

RESOLVED that the quotation provided by Scott Barley be accepted and the work be progressed.

b) Quotations have been received for replacement fire retardant curtains or vertical blinds from 2 manufactures /suppliers for curtains and 4 supplier/installers for blinds.

Curtains

Inspired Blinds	£ 2502.82 option 1 material
Inspired Blinds	£ 2688.10 option 2 material
Mark Harrison	£ 2265.00 (incl VAT)

Blinds

Hillarys Blinds	£ 1533.60
Haxby Blinds	£ 695.00
Inspired Blinds	£ 807.00
Mark Harrison	£ 988.00

In all cases it is necessary to hire a tower scaffold at an estimated cost of £ 50.00

RESOLVED that the quotation provided by Haxby Blinds for vertical blinds be accepted and the work be progressed to follow the installation of secondary glazing.

c) A quotation has been received for the recovering of 12 meeting room chairs suitably covered to match the new folding chairs from S.K. Upholstery of Strensall in the sum of £ 400.00 (vat not applicable).

RESOLVED that the quotation be accepted and the work be progressed.

13/020 Other Business not requiring notice

None

13/021 Date of Next Meeting

RESOLVED that the next meeting date of the Wigginton Old School Board of Trustees will be held advised by the Secretary.

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