

Wigginton Old School Board of Trustees

Charity No. 517365

Minutes of the Meeting of the Wigginton Old School Board of Trustees on Thursday 28th February 2013 at 1830 in the John Jeffery Room at the Old School Community Hall, Wigginton.

12/037 Present

Cllr P Vaughan Chair, Cllrs Douglas, Cllr Jeffery and Mr D Geary, Secretary.

12/038 Apologies for Absence

Mrs N Joy-Smith and Mr P Smith

12/039 Minutes of Previous Meeting

RESOLVED that the minutes of the previous meeting held on 15/01/13 be accepted as a true record. The Chairman signed the minutes of the previous meetings.

12/040 Matters Arising

None all matters were addressed as part of the agenda.

12/041 Financial update

The Secretary informed the meeting of the current financial position of the Old School for the year 2012-13 to the year end. When all liabilities have been settled or received there will be £4582.00 available in the current account to carry forward to 2013-14. Bookings for 2013 are very good and continue to improve. The Parish Council has recently agreed in its 2013-14 budget to fund the internal painting of the Old School.

March 28th 2013

HSBC Bank Account

Period 01/04/12 to 28/03/13

Balance Brought Forward	4413.70
Add total receipts	10816.75
Less total payments	-10648.32
BALANCE	4582.13

Closing balance Current Acc	28.03.13	4096.91
Less un presented payments	28.03.13	-.8.36
Add un presented receipts	28.03.13	465.25
Add Petty cash in hand		3.33
BALANCE	28.03.13	4582.13

RESOLVED that the Financial report be accepted.

12/042 Budget for 2013-2014

The secretary reported that the budget proposals for 2013-14 presented at the January meeting were amended to reflect increases to the payments to W. Jeffery and for telephone use and the upgrading of the toilets.

INCOME

Room Hire	5100.00
Rent	480.00
Grant WPC	2500.00
Others	
Total	<u>8080.00</u>

EXPENDITURE

Toilet upgrade	1400.00
Gas	860.00
Electricity	540.00
Water	215.00
Waste	175.00
Rates	200.00
Insurance	625.00
Cleaning/Booking clerk	1000.00
Telephone (Bookings)	100.00
PRS Licence	105.00
Gas safety checks	50.00
Window Cleaning	240.00
Electrical safety inspection	190.00
PAT testing	19.00
Extinguisher maintenance	56.00
Fire Alarm Battery Points	85.00
New Safety Signage	60.00
Stationery/postage	125.00
Cleaning products	75.00
Secretarial costs	480.00
Minor maintenance	<u>250.00</u>
Total	<u>6850.00</u>
Surplus 2013-14	1230.00

Add surplus from 2012-13 4582.00

RESOLVED that the budget be accepted and implemented.

12/043 Works report on improvements to the Old School to date.

The secretary informed the meeting that the furniture store is completed and that the toilets will be completed by 5th April except for painting. Cllr Douglas suggested that the areas be painted as soon as possible. The meeting was informed that the painting will be carried out in August on completion of alterations rather than piecemeal.

The lighting upgrade is complete but alterations still need to be made to the Emergency lighting circuits.

12/044 Works report on proposed further improvements to the Old School

The secretary informed the meeting of proposed additional internal works :-

- a) Lowering of the ceilings in the kitchen and entrance hall including insulation and access trap doors.
- b) Plastering of brick faced walls in the kitchen and entrance hall and partial tiling in the kitchen around the work surface tops.
- c) Secondary glazing- an additional quotation is to be obtained.
- d) Curtain cleaning- quotations to be obtained.
- e) Additional heating in the kitchen area- an additional quotation is to be obtained.

RESOLVED that the improvement programme report be noted and appropriate action be taken.

12/045 Studio 58 Presentation Evening

Members agreed that the presentation evening be held on Thursday 16th May immediately following the AGM. The purpose is to judge the Studio 58 recent painting completion to paint or draw a picture of the Old School. The winning picture will be displayed in the John Jeffery room. It was agreed to make a small presentation to the winning artist. Parish Councillors and partners will be invited together with artist of Studio 58 Group and partners. Refreshments will be served during the evening during which the Chairman will assist in the judging.

12/046 Other Business

Mr Tomlinson asked what progress had been made with regard to the open day. It was confirmed that the open day is due to be held after the internal painting is completed in August.

12/047 Date of Next Meeting

RESOLVED that the next meeting of the Wigginton Old School Board of trustees will be held on Thursday 16th May at 1900 this will be the Annual General Meeting.

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