

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 17th February 2015 at 1045 in the John Jeffery Room, The Old School, Wigginton.

14/018 Present

Cllrs P Vaughan Chair, Douglas, Jeffery, Mr W Tomlinson, Mrs N Joy-Smith and DW Geary (Secretary)

14/019 Apologies for Absence

Mr P Smith

14/020 Declarations of Interest

None

14/021 Minutes of Previous Meeting

RESOLVED that the minutes of the previous meeting held on 16.01.15 be accepted as a true record.

The Chairman signed the minutes of the previous meetings.

14/022 Matters Arising

a) Replacement Windows

The secretary informed trustees that the quotations for the windows have now been broken down to show main windows and small windows to the front and side separately. The reason for this was purely financial as funds may not be available for the total amount at this stage. The quotation schedule is attached and was discussed.

RESOLVED that the quotation received from Huntington Windows for the whole installation be accepted subject to finance being available. The Chairman recommended that the Parish Council be approached to fund the installation and that the Old School be asked to make an appropriate financial contribution. Should finance be limited the project will be carried out in phases.

b) Carpeting to the John Jeffery Room

The secretary informed trustee that a quotation was obtained in 2013 for carpeting of the room.

RESOLVED that three new quotations be obtained and the matter be discussed again at the next meeting.

14/023 To receive accounts to January 2015

The secretary presented the accounts reconciliation for the period up to 31st January 2015

Reconciliation 31.01.15

| | | Statement |
|------------------------------------|----------------------|-----------------------|
| Balance Brought Forward 01.04.14 | 4483.04 | 149 |
| Add unbanked receipts 2013-14 | | |
| Add unrepresented payments 2013-14 | -294.00 | |
| | <u>4189.04</u> | |
| add petty cash in hand | 3.33 | |
| | 4192.37 | |
| add receipts 2014-2015 | 7168.46 | |
| less payments 2014-2015 | -4594.47 | |
| less petty cash in hand | -3.33 | |
| Balance | Statement 167 | 31.01.15 |
| | | <u>6763.03</u> |
| add un presented receipts | 14.089/090 | 80.00 |
| add unpaid invoices | 14.087/088 | 37.00 |
| less un presented payment | WPC | -120.00 |
| Add Petty Cash in hand | | 3.33 |
| Actual balance at 01.02.15 | | <u>6763.36</u> |

The Chairman thanked the Secretary for the accounts.

RESOLVED that the accounts reconciliation be accepted.

14/024 To discuss and decide upon a roof inspection

The Chairman suggested to the trustees that it would be prudent to have full roof inspection carried out by a professional surveyor to satisfy ourselves of the future integrity of it. The cost implication would be approximately £ 150.00 plus vat.

RESOLVED that arrangements be made to carry out a full roof inspection using a suitably qualified surveyor.

14/025 Other Business not requiring notice

None

14/026 Date of Next Meeting

RESOLVED that the next meeting of the Wigginton Old School Board of Trustees will be the Annual General Meeting to be held on Thursday 30th April 2015 at 7pm.

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

OLD SCHOOL REPLACEMENT WINDOW COSTS 2015

| SUPPLIER | | | MILLENIMUM (upvc) | | HUNTINGTON (upvc) | DGM SPECIALISTS (upvc) |
|--|----------|-----|----------------------|----------------|----------------------|------------------------------|
| WINDOWS | | QTY | | | | |
| RH SIDE | MEDIUM | 2 | 439.74 | 879.48 | | 2496.00 |
| LH SIDE | MEDIUM | 2 | 439.74 | 879.48 | | 2496.00 |
| | | | | | | |
| REAR | LARGE | 2 | 588.79 | 1177.58 | | 2075.00 |
| RH SIDE | LARGE | 1 | 588.79 | 588.79 | | |
| LH SIDE | LARGE | 1 | 588.79 | 588.79 | | |
| | | | | | | |
| ADDITIONL MATERIALS & SKIP | | | no vat | 462.00 | | |
| INSTALLATION S Barley | | | no vat | 960.00 | | |
| | | | | | | |
| | | | | | | |
| TOTAL COST | | | | 5536.12 | 5766.66 | 7067.00 |
| VAT | | | | 776.43 | 1153.34 | 1413.40 |
| | | | | | | |
| Total | | | | 6312.55 | 6920.00 | 8480.40 |
| Painting M Bonney | | | | | | |
| Inc painting | | | | | | |
| | | | | | | |
| add replacement windows to front & side | | | | 699.06 | 1208.33 | 1766.66 |
| add vat | | | | 139.81 | 241.67 | 353.33 |
| INSTALL | S Barley | | | 480.00 | | |
| front/side totals | | | | 1318.87 | 1450.00 | 2119.99 |
| | | | | | | |
| grand total | | | | 7631.42 | 8370.00 | 10600.39 |
| | | | | | | |
| 02.02.15 | | | | | | |

| SB JOINERY (hardwood) | | RH CHAPPELOW (hardwood | | LAVELLE JOINERY (hardwood) | |
|--------------------------|-----------------|------------------------------|-----------------|----------------------------------|-----------------|
| | | | | | |
| 855.00 | 1710.00 | 3852.32 | 7704.64 | 1455.33 | 2910.66 |
| 855.00 | 1710.00 | 3852.32 | 7704.64 | 1455.33 | 2910.66 |
| | | | | | |
| 1310.00 | 2620.00 | 4404.69 | 8809.38 | 2277.61 | 4555.22 |
| 1310.00 | 1310.00 | 4404.69 | 4404.69 | 2091.42 | 2091.42 |
| 1310.00 | 1310.00 | 4404.69 | 4404.69 | 2091.42 | 2091.42 |
| | | | | | |
| | 287.00 | | | | |
| | 960.00 | | | | |
| | | | | | |
| | | | | | |
| | 9907.00 | | 33028.04 | | 14559.38 |
| | 1981.40 | | 6605.61 | | 2911.88 |
| | | | | | |
| | 11888.40 | | 39633.65 | | 17471.26 |
| | 1200.00 | | 1200.00 | | 1200.00 |
| | 13088.40 | | 40833.65 | | 18671.26 |
| | | | | | |
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| | 13088.40 | | 40833.65 | | 18671.26 |
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