

# 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 2<sup>nd</sup> August 2016 at 10.45 in the John Jeffery Room, The Old School, Wigginton.

### **16/013 Trustees Present**

Cllrs P Vaughan Chair, P Firth, Trustee N Joy-Smith, D Sissons and D W Geary (Secretary)

### **16/014 Apologies for Absence**

Trustees J Jeffery, P Smith and E Wilson

### **16/015 Declarations of Interest**

None

### **16/016 To confirm the minutes of the last meeting held on 03.05.16**

The minutes of the meeting held on 03.05.16 were accepted as a correct record and were signed by the Chairman.

**RESOLVED** that the minutes be accepted and signed.

### **16/017 Matters Arising from the minutes**

#### **a) New trustee**

The secretary informed trustees that Mr Dan Sissons has been confirmed as a trustee with the Charities Commission.

#### **b) Roof inspection**

The secretary informed trustees that the repair work has completed with financial support coming from the Parish Council.

#### **c) Electrical repairs**

The secretary informed trustees that repairs have been satisfactorily carried out to power sockets.

#### **d) Floor repairs**

The secretary informed trustees that minor floor repairs have been satisfactorily carried out in the main hall.

#### **e) Clerks office**

**The secretary informed trustees that lighting alterations have been satisfactorily carried out to the lighting in the Clerks Office.**

**RESOLVED** that the matters be noted

### **16/018 To receive an update on other maintenance requirements.**

The secretary informed trustees that the following work is in hand:-

#### **a) Fire alarm system**

Trustees agreed that this was a matter for the Parish Council and should be referred back to them.

#### **b) Hand Dryers**

Trustees agreed to the installation of warm air hand dryers in the toilets. The work to be installed and wired by Bell Electrical Services @ £ 250.00 total and the dryers be supplied by PPS @ £ 2247.94 each and that the work be carried out in August.

#### **c) External Decoration**

Trustees agreed that the quotation for £ 820.00 total be accepted from M Bonney Decorators and that the work be carried out in August.

#### **d) Replacement consumer unit**

Trustees agreed that the quotation for £ £ 430.00 total be accepted from Bell Electrical Services for the installation of a new consumer unit and that the work be carried out in August.

### e) Kitchen upgrade

Trustees agreed to the quotation for £ 1420.00 total be accepted from SB Joinery for replacement work-surfaces, plinths, sinks, taps and wall tiling and that the work be carried out in August. In addition trustees agreed to a replacement fridge at a cost of £ 100.00.

**RESOLVED** that the matters be noted and actioned accordingly.

### 16/019 Investment

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

### 16/020 To receive the accounts for the year to date

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

Income-Expenditure analysis                      01.04.16 to      31.03.17

Balance brought forward 2016-17				<b>8973.98</b>
Income	To			
		Hall Hire	2005.50	
		WPC Grant		
		C of Y Grant		
Total income at			<u>2005.50</u>	<b>2005.50</b>
Expenditure to				
General		City of York Waste	-104.00	
		Water Rates	-42.75	
		City of York Rates	-211.23	
		Cleaning	-416.64	
Energy		Gas NP/SSE	-255.41	
		Electricity EDF/SSE	-101.99	-1132.02
Maintenance		Building		
		Painting		
		Electrical	-27.66	
		Safety		
		Window Cleaning	-50.00	
		Fire Alarm		
		Boiler	-50.00	
		Roof		-127.66
Miscellaneous		Auditor	-50.00	
		Stationery	-18.53	
		WPC Clerks services	-150.00	
		Refreshments (re-sale)		
		Music Licences		
		Cash purchases	-12.15	
		Rent		-230.68
Total Expenditure to			<u>-1490.36</u>	<b>-1490.36</b>
Balance at		31.07.16		<u><b>9489.12</b></u>

**RESOLVED** that the accounts be accepted.

**16/021 Other business not requiring notice**

Trustee Nick Smith raised the matter of storage and the requirements of the Studio 58 Art Group.  
**RESOLVED** that the matter be looked at with the Chairman and Secretary.

**16/022 Date of next meeting.**

Trustees agreed that the date of the next meeting will be Tuesday 15th November 2016 commencing at 1000 hours.

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