

Wigginton Old School Board of Trustees

Charity No. 517365

DRAFT Minutes of the Annual Meeting of the Wigginton Old School Board of Trustees Annual General Meeting held on Tuesday 2nd May 2017 at 1815 in the John Jeffery Room, The Old School, Wigginton.

17/001 Trustees Present

Cllrs P Vaughan Chair, P Firth and J Jeffery, Mr D Sissons, Mr E Wilson and DW Geary (Secretary)

17/002 Apologies for Absence

None

17/003 Declarations of Interest

Mr D Sissons in respect of minute 17/007 a) Web site

17/004 To receive the Chairman's report for 2016-2017

The year 2016-2017 has been another very successful one both for bookings and with our continuous maintenance improvements programme.

We were again most successful with our lettings and cost controls. During the year we invested £ 2000.00 in the Skipton Building Society and I would suggest that further funds be transferred to this account this year.

Through our ongoing maintenance programme we have installed new kitchen work surfaces and altered the kitchen electrical facilities, installed hand dryers in the toilets, altered our external storage facilities and installed steel racking, extended the external footpaths to complete the disabled access, renewed the electrical consumer unit and re-painted the outside of the building as required by the conditions of our lease.

During the coming year we hope to continue with lighting upgrades and to replace the kitchen cupboard doors and drawer fronts. The age of the building does mean that our maintenance programme is almost never ending but by continuing to improve the fabric of the building we should continue to attract customers.

17/005 Election of Chairman for 2017-2018

Cllr P Vaughan was re-elected Chairman for 2017-2018.

17/006 To approve the minutes of the meeting held on 23.01.17

The minutes were accepted and signed by the chairman.

17/007 Matters arising from the minutes of the last meeting.

a) LED Lighting -entrance, toilets and main hall.

Quotations have been received. These were outlined.

RESOLVED that we arrange the installation with A Bell Electrical Engineer.

b) Height of lighting in the main hall

Quotations have been received. These were outlined

RESOLVED that we arrange the work with A Bell Electrical Engineer

c) Kitchen cupboard doors

The work has been arranged with S Barley and should be progressed during 3rd week of May 2017.

RESOLVED that the work be carried out.

d) The water supply to the allotments has now been disconnected. Refunds have been given by the Parish Council, Mr Wood the No 2 allotment holder donated his refund of £ 20.00 to the Old School. A letter of thanks has been sent.

RESOLVED that the matters be noted and acted upon accordingly.

17/007 To receive the audited accounts to the Year End March 2016

The audited year end accounts and reconciliation for the period up to 31st March 2017 were presented

<i>Year Ending</i>	<u>2016-17</u>	<u>2015-16</u>
RECEIPTS		
Hire of hall	7511.65	7505.50
Energy refund	0.00	161.93
Bank interest	0.00	0.00
Grants/donations	4375.00	3850.00
Others	0.00	0.00
	<u>11886.65</u>	<u>11517.43</u>

PAYMENTS

Gas	-661.91	-495.71
Electricity	-393.96	-360.61
Water & Sewerage	-560.13	-237.15
Cleaning/Booking clerk	-1372.24	-1388.92
Insurance	0.00	0.00
Non-domestic Rates	-211.23	-209.53
Administration (WPC Including rent)	-601.00	-608.00
Maintenance, Repairs and renewals	-5531.15	-6332.76
Waste Collection	-208.00	-208.00
Others	-522.66	-274.47
	<u>-10062.28</u>	<u>-10115.15</u>

Summary for the year

Balance b/f	8973.98	7571.70
Total of income	11886.65	11517.43
Total expenditure	-10062.28	-10115.15
Less transfer to Skipton Building Socy.	2000.00	
Balance c/f Add total receipts	<u>8,798.35</u>	<u>8973.98</u>

RECONCILIATION

HSBC Current Account	8,643.35	8962.98
Cash in Hand	0.00	0.00
Skipton Building Socy.	2000.00	
	<u>10643.35</u>	<u>8962.98</u>
Add unbanked receipts		18.00
Deduct unrepresented cheques	-25.00	-7.00
Add unpaid invoice	180.00	
Balance	<u>10798.35</u>	<u>8973.98</u>

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

17/007 Other business

a) Web Site

Mr Dan Sissons informed members that the secretary has discussed with him the setting up of an Old School web site. He informed members that this would cost £ 200.0 to design and set up and thereafter £ 40.00 to maintain and host the site.

RESOLVED that a web site be site up.

b) Transfer of additional funds to Skipton Building Socy.

The secretary suggested that a further £ 2000.00 be transferred to the Charity Account at the Skipton Building Socy.

RESOLVED that £ 2000.00 be transferred.

17/009 Date of next meeting.

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

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