

Wigginton Old School Board of Trustees

Charity No. 517365

Minutes of the meeting of the Wigginton Old School Board of Trustees held on Tuesday 23rd January 2017 at 10.00 in the Clerks Office, The Old School, Wigginton.

16/033 Trustees Present

Cllrs and trustee's P Vaughan Chair, Trustees E Wilson, D Sisson, and D W Geary (Secretary)

16/034 Apologies for Absence

None

16/035 Declarations of Interest

None

16/036 To confirm the minutes of the last meeting held on 22.11.16

The minutes of the meeting held on 22.11.16 were accepted as a correct record and were signed by the Chairman.

RESOLVED that the minutes be accepted and signed.

16/037 Matters Arising from the minutes

a) Slabbing to the front of the Old School

The secretary informed trustees that the slabbing in front of the Old School has been completed. This now means that there is satisfactory all round disabled access to the building.

b) Electrical works in kitchen and main hall

The secretary informed trustees that the electrical works has been undertaken in both the kitchen and main hall as a result of the kitchen upgrade. This involved raising the height of various power sockets and installing additional sockets for safety reasons.

c) LED lighting in kitchen

The secretary informed trustees that new LED lighting has been installed in the kitchen as part of our energy conservation programme.

d) Car park resurfacing

The secretary informed trustees that he raised the matter of the car park with the Parish Council, as landlord, and they have agreed to look at the possibility of funding the work. The matter should be investigated further and funding be looked at via the Ward Committee together with the Parish Council.

e) Investment

The secretary informed trustees that the proposed investment with the Skipton Building Society has been implemented and that £ 2000.00 has been deposited into a charities account on instant access requiring 3 signatures.

RESOLVED that the matters be noted.

16/038 To receive proposals for maintenance work in 2017

a) LED lighting in the toilets and entrance hall

The secretary informed trustees that he is obtaining quotations for the installation of LED lighting as part of the energy conservation programme.

b) Raising the height of the main hall and John Jeffery Room lighting

The secretary informed trustees that he is obtaining quotations for raising the height of the lighting to allow for increased lettings for children's parties and associated activities. Trustee's agreed that quotations should be obtained and the matter be reconsidered at a further meeting.

c) Refurbishment to kitchen cupboards

The secretary informed trustees that he has obtained costings for replacement cupboard doors and drawer fronts for the kitchen cupboards. With labour this will cost an estimated £ 700.00 and will complete the kitchen upgrade extending the life of the units by many years. Trustee's agreed that we should proceed with the cupboard upgrade.

RESOLVED that the matters be noted and actioned accordingly.

16/039 To receive the accounts for the year to date

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

Brought forward	8973.98	8973.98
Income		
Hire fees	5474.00	
Grants	4350.00	
Donations	25.00	
Total income	9849.00	9849.00
Expenditure	--8888.95	<u>-8888.95</u>
Balance		9934.03
Add unbanked receipts		35.00
Less repayment to wpc		-160.00
Less unpaid invoices		<u>-240.00</u>
Actual balance at 31.12.16		9569.03

RESOLVED that the accounts be accepted.

16/040 Budget proposal for 2017-2018

The secretary proposed the budget for 2017-18

INCOME

HALL HIRE FEES	7250	
GRANTS	2850	
DONATIONS		
TOTAL	<u><u>10100</u></u>	

EXPENDITURE

GAS	600	
ELECTRICITY	365	
WATER RATES	450	
WASTE	225	
RATES	225	
CARETAKING	1200	
MAINTENANCE	2000	
BOILER		50
WINDOW CL.		300
CLEANING MAT.		200
ELECTRICAL		650
PAINTING		450
OTHERS		350
TOTAL		2000
STATIONERY/POSTAGE	50	
WPC CLERKS TIME	1000	
MISCELLANEOUS	500	
TOTAL	<u><u>6115</u></u>	

SURPLUS 3985

RESOLVED that the proposed budget be accepted.

14/041 Bookings 2017

The secretary informed trustees that there are over 140 bookings to June 2017.

RESOLVED that the matter be noted.

14/042 Other business not requiring notice

Ed Wilson raised the issue of pedestrian safety at the Carols around the tree event. This will be referred to the Parish Council.

16/043 Date of next meeting.

Trustees agreed that the secretary advises the date of the next meeting to be held in May following the year end audit.

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