

Wigginton Old School Board of Trustees

Charity No. 517365

DRAFT Minutes of the Meeting of the Wigginton Old School Board of Trustees Annual General Meeting held on Tuesday 9th January 2018 at 1000 in the John Jeffery Room, The Old School, Wigginton.

17/032 Trustees Present

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

17/033 Apologies for Absence

E Wilson

17/033 Declarations of Interest

None

17/034 To approve the minutes of the meeting held on 01.11.17

The minutes were accepted and signed by the chairman.

17/035 Matters arising from the minutes of the last meeting.

a) Height of lighting in the main hall

Trustees were informed that the first LED light fitting has been installed and the height raised to facilitate bouncy castles. All other lights will now be fitted at the same height.

b) Web Site

Trustees were informed that the web site which is now available continues to be developed. We now require additional photographs and group user information.

RESOLVED that the matter be noted and progressed.

c) Footpath lighting

Trustees were informed that the external front footpath lighting has been completed.

d) Roller shutter

Trustees were informed that an order has now been placed with Lakeside Security to fit the roller shutter to the kitchen serving hatch.

e) Magnetic door retainers.

Trustees were informed that the magnetic door retainers have been fitted to the internal doors (except toilets). They are connected to the fire alarm system for closure in fire emergencies.

f) Additional cleaning services

Trustees were informed that we have now engage further assistance with toilet and kitchen cleaning.

RESOLVED that the matter be noted.

17/036 Car park condition and lighting

Trustees were informed that the car park surface will continue to deteriorate, and that resurfacing will become necessary in the near future. Additionally, the security lighting in the car park is inadequate and existing lighting units are not fully functional. Replacement lighting will cost around £ 800.00, this is being quoted for at the present time.

RESOLVED that the car park condition be referred to the Parish Council as landlord and that when quotations are received for the security lighting the Chairman and Clerk will review them and award the work to the most suitable contractor.

17/037 Maintenance report

Trustees were informed that the only maintenance work carried out recently has been with external lighting and door magnets as reported above.

RESOLVED that the matter be noted.

17/038 To receive the accounts for April to December 2017

The accounts and reconciliation for the period up April to December 2017 were presented

Opening balance		8798.35
Income		
Hire fees	10099.50	
Donations	30.00	
Total		10129.50
Expenditure		- 6044.73
Transfer to Skipton Building Soc.		<u>- 2000.00</u>
Total		10883.12
Less unpaid invoices		-180.00
Less unrepresented receipts		-434.00
Add unrepresented payments		<u>365.00</u>
TOTAL (Bank statement 229)		10634.12
Add unpaid invoices		180.00
Add unrepresented receipts		434.00
Less unrepresented payments		-365.00
Add Skipton Building Soc.		<u>4000.00</u>
Balance		14883.12

RESOLVED that the accounts be accepted.

17/039 Other business

None

17/040 Date of next meeting.

The next meeting will be held at 1900 hours on Tuesday 24th April 2018 commencing at 1900 hours

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