

**YOXFORD PARISH COUNCIL AS SOLE TRUSTEE OF YOXFORD VILLAGE HALL
(REGISTERED CHARITY NUMBER 304846)**

**MINUTES OF THE VIRTUAL MEETING HELD VIA ZOOM
ON THURSDAY 6th MAY 2021 AT 9:00 PM**

1. Attendance and Apologies

Attendees:

Cllr. Russell Pearce – Chair
Cllr. Paul Ashton – Vice Chair
Cllr. David Tower
Cllr. Ian Shaw
Cllr. John Sutherell
Cllr. Stephen Siddall
Cllr. David Childs
Cllr. Nicol McCallum
Cllr. Sarah Barrett
Cllr. Kara Cowie

Apologies for absence:

None

In Attendance:

Sharon Smith - Clerk/RFO

2. Minutes and Matters Arising

It was proposed by Cllr. Stephen Siddall, seconded by Cllr. David Tower, and agreed that the minutes for the meeting held on 1st April 2021 be signed as a true record. All in favour. There were no matters arising.

3. Maintenance/Refurbishment Report

- a) Cllr. Russell Pearce reported that he and Cllr. Nicol McCallum worked on the Village Hall foundations. The next step will be to reinforce these and to dig a trench around the gable end and back to inspect the foundations and keep water away.
- b) Cllr. Russell Pearce proposed that the Council approves expenditure of £366 exclusive of VAT for shelving for the fundraising shed. Seconded by Cllr. David Tower. All in favour.
ACTION: Clerk to arrange payment from the operating account.

4. Community COVID Recovery Project

Cllr. Sarah Barrett presented a proposal to arrange and fund workshops for children at the primary school. Cllr. Barrett said she was actively seeking funding sources for the entire project cost of £4,000 but she asked the Council to support the priority workshop for two poets at a cost of £2,200. Cllr. Russell Pearce said the intention was to split the Restart Grant for £2,667 between the petanque piste and children's workshops. Cllr. John Sutherell proposed that the Council funds the priority workshop for £2,200. Seconded by Cllr. Ian Shaw. All in favour. The Clerk said the petanque piste will be eligible for funding from the Community Infrastructure Levy receipts.

5. Friends of the Village Hall

- a) The Council noted the appointment of Cllr. Sarah Barrett and Cllr. David Tower to liaise with the Friends.
- b) The Council agreed to arrange an informal meeting/social event with the Friends to discuss roles and responsibilities. Groups of up to 30 people are permitted to meet outdoors from 17th May.
ACTION: Cllr. Sarah Barrett and Cllr. David Tower to arrange.

c) The Clerk updated the Council with the outcome of the recent meeting of the Friends. There is to be a rotating Chair with a three month tenure, the hall will re-open for socially distanced indoor events from 17th May, concerns were raised about the school taking up all the parking spaces and asked that cars be moved into the new parking area, and a request was made to move the recycling bottle banks to the back of the hall to create further parking spaces.

d) Cllr. Kara Cowie said the risk assessment will need to be reviewed prior to the hall re-opening.
ACTION: Clerk to review risk assessment.

6. Finance

a) Cllr. Stephen Siddall proposed that the Council approves the accounts for the financial year 2019-2020. Seconded by Cllr. Russell Pearce. All in favour.

b) Cllr. David Childs proposed that the Council approves the following payments. Seconded by Cllr. Sarah Barrett. All in favour.

Payee	Details	Amount
Hazel Wheeler	Cleaning Materials	£12.45
Opus Energy	Gas	£6.26
British Gas	Electricity	£99.80
Suffolk Coastal Norse	Trade Refuse Collection (Quarter)	£180.34
Wave	Water Charge (Annual)	£100.56

c) The Council noted the following receipts:

Payer	Details	Amount
Yoxford Resident	Donation	£250.00
Easy Fund Raising	Fund Raising	£41.99
UK Power Networks	Wayleave	£15.05
Friends of the Village Hall	Fund Raising	£1,556.49

7. Next Meeting

The Council confirmed the date and time of the next virtual meeting which is scheduled for Thursday 3rd June 2021 at 8:30 pm.

The meeting closed at 9:20 pm.