

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

**MINUTES OF THE MEETING HELD ON THURSDAY 5<sup>th</sup> AUGUST 2021  
AT 8:30 PM AT YOXFORD VILLAGE HALL**

**1. Attendance and Apologies**

**Attendees:**

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

**Apologies for absence:**

Cllr. Kara Cowie  
Cllr. David Tower

**In Attendance:**

Sharon Smith - Clerk/RFO

**2. Minutes**

It was proposed by Cllr. David Childs, seconded by Cllr. John Sutherell, and agreed that the minutes for the meeting held on 1<sup>st</sup> July 2021 be approved. All in favour.

**3. Maintenance/Refurbishment Report**

Cllr. Russell Pearce reported that he has prevented the hall from falling down in the corner by the front door by laying a foundation, putting a sole plate in, replacing the timbers to support the roof and replacing the floor joists to hold up the wall. There is a slight slope to the floor but it is much improved and will not move further. The Council decided the position of the windows and doors along the front elevation. Two windows will be kept, one window will be blocked and patio doors will be sited opposite the flat stretch of grass and a patio laid. This will enable a marquee to be attached to the hall for large events. The addition of patio doors will enable the fire exit next to the stage to be removed and the area used for storage. Cllr. Pearce said he is trying to find another local contractor to quote for the roof. It is unlikely that the roof will be replaced this year therefore it may be necessary to assess the condition of the gutters and drainage in the meantime.

**4. Boules Pitch**

Cllr. Russell Pearce said he will order the timber and hardcore and arrange for a work party to complete the pitch.

**5. Hall Bookings**

The Council reviewed the hire charges, unchanged since 2019, and agreed no changes at this time. The Clerk was instructed to research the hire charges for local halls and to report back with a recommendation. Cllr. Paul Ashton said he would publish the booking prices online to increase transparency.

**6. Finance**

a) The Council noted the latest financial position, attached as Appendix I.

b) The Council considered terms for the school parking licence for 2021-22. Cllr. Stephen Siddall said the school currently has a car parking licence for £300 per term for 10 staff cars therefore £30 per car, per term. He said the staff are now parking 12 cars and a school bus. The school will be asked to park 6 cars in the newly created area in the corner to free up parking spaces for hall users. It was agreed to allow the

school to park 12 staff cars and the school bus in an agreed designated area for £30 per car, per term. This arrangement will be reviewed annually and the terms may be increased once the car parking area is improved.

c) Cllr. Sarah Barrett reported that the application for funding from the Arts Council was successful therefore the children's project will go ahead next school term.

## **7. Next Meeting**

The Council confirmed the date and time of the next meeting which is scheduled for Thursday 2<sup>nd</sup> September 2021 at 8:30 pm.

The meeting closed at 9:05 pm.

## Appendix I – Financial Position

### Bank Balances as at 2<sup>nd</sup> July 2021

Barclays Bank - Operating Account	£16,825.23
Barclays Bank - Fund Raising Account	£5,216.40
Barclays Bank - Sports Group Account	£4,488.53
Ipswich Building Society - New Build Account	£67,290.34
Ipswich Building Society - Reserves Account	£5,045.98
Ipswich Building Society – Sports Group Account	£4,758.62
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	<b>£103,625.10</b>

### Receipts – July 2021

Allison Hackwell – Fund Raising	£795.70
Hazel Wheeler – Hall Hire Deposit	£100.00
Hazel Wheeler – Marquee Hire	£80.00
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	<b>£975.70</b>

### Payments – July/August 2021

Suffolk Coastal Norse – Refuse Collection	£180.34
Trident Fire Ltd – Fire Alarm Testing/Replacement Lights	£152.58
Hazel Wheeler - Cleaning	£160.00
Allison Hackwell - Shed	£549.99
British Gas - Electricity	£50.16
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	<b>£1,093.07</b>

### Net Balance

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**£103,507.73**