

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

**MINUTES OF THE MEETING HELD ON THURSDAY 4<sup>th</sup> NOVEMBER 2021  
AT 9:20 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. David Tower  
Cllr. Sarah Barrett  
Cllr. David Childs  
Cllr. Stephen Siddall

**Apologies for absence:**

Cllr. Laura Greenberg  
Cllr. Kara Cowie  
Cllr. Nicoll McCallum

**In Attendance:**

Sharon Smith - Clerk/RFO

**2. Minutes**

It was proposed by Cllr. Ian Shaw, seconded by Cllr. Sarah Barrett, and agreed that the minutes for the meeting held on 7<sup>th</sup> October 2021 be approved. All in favour.

**2. Refurbishment Project**

- a) Cllr. Russell Pearce informed the Council that he had spoken to two more contractors and he is hoping to obtain two further quotes to repair the roof.
- b) The Council postponed the discussion about funding strategies for the refurbishment of the hall until the next meeting.  
**ACTION: Clerk to add to next month's agenda.**

**3. Maintenance**

- a) Cllr. Russell Pearce said he had replaced two taps in the small kitchen, one tap in the ladies' toilet and a light in the small hall.
- b) The Council agreed that the Remembrance Day poppy appeal supplies can be stored under the stage.
- c) The Council agreed that the work party tools can be stored in a shed.

**4. Boules Pitch**

Cllr. Russell Pearce reported that he was waiting for the digger operator's availability to level the pitch.

**5. Finance**

- a) The Council noted the latest financial position, attached as Appendix I.
- b) The Council reviewed the hire charges for the hall. The Clerk advised that the hall is currently not covering its annual running costs therefore it was decided not to make any changes at this time.
- c) The Council agreed to buy two new marquees to be made available for hire.  
**ACTION: Cllr. Paul Ashton to progress.**

d) The Council appointed CRASL Accounting Services to produce and audit the annual accounts for 2020-2021.

e) The Council agreed to remove Cllr. Sarah Barrett as a signatory to the Ipswich Building Society accounts and to add Cllr. Laura Greenberg and the Clerk, as Treasurer.

f) The Council agreed to cover the cost of grass cutting at the hall and tennis courts.

## **6. Next Meeting**

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

The meeting closed at 9:50 pm.

## Appendix I – Financial Position

### Bank Balances as at 8<sup>th</sup> October 2021

Barclays Bank - Operating Account	£14,195.26
Barclays Bank - Fund Raising Account	£6,828.92
Barclays Bank - Sports Group Account	£1,239.68
Ipswich Building Society - New Build Account	£67,748.47
Ipswich Building Society - Reserves Account	£5,051.03
Ipswich Building Society – Sports Group Account	£8,357.45
	<u>£103,420.81</u>

### Receipts – September 2021

Car Park Hire - Wedding	£30.00
Ellen Webb – Dance Classes	£126.00
Song and Sounds – Yox Vox	£175.00
Barley Brigg – Morris Dancing	£112.00
Arts Council – Phoenix Project Grant	£2,052.00
	<u>£2,495.00</u>

### Payments – October 2021

Hazel Wheeler – Christmas Decorations	£275.00
Anita Andrews – Phoenix Project	£993.08
George Fothergill – Phoenix Project	£900.00
Sirish Manji – Phoenix Project	£1,000.00
British Gas - Electricity	£50.58
Hazel Wheeler - Cleaning	£160.00
Ridgeons – Refurbishment Materials	£18.26
	<u>£3,396.92</u>

### Net Balance

£102,518.89