

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

**MINUTES OF THE MEETING HELD ON THURSDAY 9<sup>th</sup> JUNE 2022  
AT 8:45 PM AT YOXFORD VILLAGE HALL**

**1. Attendance and Apologies**

**Attendees:**

Cllr. Russell Pearce - Chair  
Cllr. Ian Shaw  
Cllr. David Tower  
Cllr. David Childs  
Cllr. Nicoll McCallum  
Cllr. Stephen Siddall  
Cllr. Laura Greenberg  
Cllr. Paul Ashton  
Cllr. Sarah Barrett  
Cllr. John Sutherell  
Cllr. Janet Gardner

**Apologies for absence:**

None

**In attendance:**

Sharon Smith - Clerk/RFO

**2. Minutes**

It was proposed by Cllr. Paul Ashton, seconded by Cllr. Ian Shaw, and agreed that the minutes of the meeting held on 5<sup>th</sup> May 2022 be approved. All in favour.

**2. Councillors' Reports**

a) Refurbishment project – Cllr. Russell Pearce reported that new doors and windows have been fitted. The old fire exit will be blocked and the area made into a storage cupboard with the doors opening outwards. Preparations are underway for the cladding and Cllr. Pearce will obtain and circulate quotations for the Hardie boards. The Council considered colours and chose anthracite. Cllr. Russell Pearce said he will clear any remaining debris and lay more paving slabs. Cllr. Ian Shaw asked for a summary of the refurbishment costs to date and the amount remaining in the budget. The Clerk gave a brief summary of the costs and agreed to circulate a detailed breakdown. Cllr. John Sutherell asked the Council to record a vote of thanks to Cllr. Russell Pearce for all his hard work. The Council agreed that the Platinum Jubilee celebrations and the wedding were a fantastic advertisement for the Village Hall.

b) Electric vehicle charging point – Cllr. Nicoll McCallum summarised his site visit with the Operations Manager of Anglia Car Charging who have been brought in by the County Council to deliver the Plug In Suffolk project. The Operations Manager was pleased with the access and the electricity supply. Funding will be provided by SCC for one unit with two chargers and to mark out the bays and make good the surface. Cllr. McCallum explained that there would be a £5 monthly cost for each charger for the Council but income could be generated from the sale of the electricity. The contract is for one year therefore the Council would be committing to a maximum risk of £120 if the chargers were not used. The chargers are not as fast as those at the Darsham service station but will provide a 30 mile range for a 40 minute charge. There is an option to upgrade to a faster charger. Cllr. McCallum answered the Council's questions and explained that the risks were small but the potential benefits to the village residents and visitors were great as the chargers will support a greener environment, increased footfall to the village amenities, and an opportunity to get ahead for coming changes. Cllr. Russell Pearce asked for the chargers to be mounted on the extension as there are plans to refurbish the exterior of the small hall. Cllr. Nicoll McCallum proposed that the Council accepts the project. Seconded by Cllr. Russell Pearce. All in favour.

**ACTION: Cllr. Nicoll McCallum and Clerk to progress.**

c) Health and safety – Cllr. David Tower provided the Clerk with a completed Health and Safety Executive checklist for Village Halls. There were two matters to bring to the Council's attention. The first

was a requirement for a fire risk safety assessment to be conducted by a qualified assessor. The Clerk tabled a quotation she obtained from a qualified assessor for £300. The Council agreed with Cllr. Nicol McCallum's offer to obtain another quotation. The second matter concerned the gas water heater which does not meet current safety regulations. The Clerk reported she had tried to have the boiler serviced but the engineer replied that he had condemned the boiler years ago and he recommended it is replaced by an electric heater.

**ACTION: Cllr. Nicoll McCallum to progress fire safety assessment quotation. Cllr. Russell Pearce to research electric water heaters. Clerk to circulate completed HSE checklist and research boiler scrappage scheme.**

### **3. Fund Raising**

a) The Council agreed with the sculptor Laurence Edwards' request to show the Yoxman film at the Village Hall. The event will be held at the end of July and will include refreshments. Tickets will be sold to raise funds for the refurbishment programme.

**ACTION: Cllr. Russell Pearce and the Friends of the Village Hall to progress.**

b) The Council noted the Platinum Jubilee Village Halls Improvement Grant Fund and agreed to apply when further details are released.

### **4. Finance**

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

### **5. Next Meeting**

The Council confirmed the date and time of the next meeting which is scheduled for Thursday 7<sup>th</sup> July 2022 at 8:45 pm.

The meeting closed at 9:30 pm.

## Appendix I – Financial Position

### Receipts – May 2022

Hall Hire	£285.00
Russell Pearce – Sale of Roofing Materials	£1,470.00
Allison Hackwell – Fund Raising	£741.34
Tennis – Pay and Play	£7.50
Tennis – Annual Subscriptions	£1,345.50
Barclays Bank - Interest	£0.08
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	<b>£3,849.42</b>

### Payments – May 2022

British Gas - Electricity	£84.39
Opus Energy - Gas	£6.26
Suffolk Coastal Norse Ltd – Trade Refuse Collection	£211.85
Huws Grays Ridgeons – Refurbishment Materials	£222.58
Hazel Wheeler – Cleaning/Materials	£175.94
Rodent Services – Pest Control	£38.40
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	<b>£739.42</b>

### Bank Balances as at 4<sup>th</sup> June 2022

Barclays Bank - Operating Account	£3,068.45
Barclays Bank - Fund Raising Account	£1,319.54
Barclays Bank - Sports Group Account	£2,307.28
Ipswich Building Society - New Build Account	£57,057.96
Ipswich Building Society - Reserves Account	£5,053.56
Ipswich Building Society – Sports Group Account	£8,357.45
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	<b>£77,164.24</b>