

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

**MINUTES OF THE MEETING HELD ON THURSDAY 8th SEPTEMBER 2022
AT 8:15 PM AT YOXFORD VILLAGE HALL**

1. Attendance and Apologies

Attendees:

Cllr. Russell Pearce – Chair
Cllr. Paul Ashton – Vice Chair
Cllr. Ian Shaw
Cllr. David Tower
Cllr. David Childs
Cllr. Sarah Barrett
Cllr. Janet Gardner
Cllr. Stephen Siddall
Cllr. Nicoll McCallum

Apologies for absence:

Cllr. Laura Greenberg – written and accepted

In attendance:

Sharon Smith - Clerk/RFO
1 member of the public

2. Minutes

It was proposed by Cllr. Russell Pearce, seconded by Cllr. Ian Shaw, and resolved that the minutes of the meeting held on 11th August 2022 are approved. All in favour.

3. Councillors' and Clerk's Reports

a) Refurbishment project – Cllr. Russell Pearce reported that he had begun speaking to contractors about the internal ceiling works planned to take place over the winter months.

ACTION: Clerk to check hall bookings during December/January/February.

b) Following a discussion, the Council agreed to:

- i) replace the boundary fence with concrete posts, gravel boards if necessary, and palisade fencing;
- ii) include a five bar gate and a pedestrian gate within the fencing;
- iii) move the boundary fence to allow for parking spaces between the trees; and
- iv) lengthen the patio area.

ACTION: Cllr. Russell Pearce to obtain quotes for fencing.

b) Electric vehicle charging point - the Clerk reported that the charging points have been installed and set to charge at 45p per kwh. The Village Hall currently pays a standing charge of 24.5p per day, 16.6 per kwh on weekdays and 14.2 per kwh on evenings and weekends. The Clerk said she had submitted the location of the chargers to the Zap App but they must be verified before they are shown. Cllr. Russell Pearce explained that the charging points will be moved to the other side of the gable when the exterior of the small hall is refurbished. Cllr. Ian Shaw reminded everyone to keep the parking spaces in front of the chargers clear.

ACTION: Clerk to write an article for the Yapper and Yoxmere Fisherman.

c) Health and Safety – the Clerk reported that the Fire Safety Assessment has been carried out but the report is not yet available.

d) Audio equipment – no update.

e) Front door damage – no update.

4. Activities/Fund Raising

- a) Cllr. David Tower reported that the second Yoxman Film Event has been arranged for tomorrow night. After consideration, the Council decided it was too late for the event to be cancelled due to the death of Her Majesty Queen Elizabeth. A Quiz Night has been arranged for 8th October.
- b) The Council approved the contract gardener's request to cut the boundary hedge in the area behind the tennis courts.
- c) The Council agreed to vary the premises licence to include the sale of alcohol for a £100 variation fee and a £70 annual charge.
ACTION: Clerk to progress.

5. Finance

- a) The Council noted the latest financial position, attached as Appendix I.
- b) The Council agreed to increase the cleaner's pay to £12 per hour.
- c) The Council agreed to renew the car parking licence with Consortium Multi Academy Trust for £360 per annum.
ACTION: Clerk to progress.
- d) The Council agreed to purchase a shed or container to store building materials.
ACTION: Cllr. Russell Pearce to obtain quotes.
- e) The Council decided not to purchase round bistro tables and chairs due to storage issues.

6. Next Meeting

The Council confirmed the date and time of the next meeting which is scheduled for Thursday 6th October 2022 at 8:30 pm.

The meeting closed at 8:50 pm.

Appendix I – Financial Position

Receipts – August 2022

Hall Hire	£290.00
Tennis Subscription and Play and Pay	£73.50
Yoxford Parish Council – Reclaimed VST	£7,092.84
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	£7,456.34

Payments – August 2022

Rodent Services – Pest Control	£38.40
U Plastics – Refurbishment Expenditure	£197.23
Trident Fire – Alarm Maintenance	£178.74
Billy Mannall – Refurbishment Labour	£1,237.50
British Gas - Electricity	£41.32
Hazel Wheeler – Cleaning	£160.00
Ralph's Window Cleaning Service	£28.00
Sharon Smith – Temporary Events Notice	£21.00
BT – Broadband	£101.56
Sports Group – Replacement Lock and Cistern Part	£15.99
Sports Group – E-on Electricity	£45.46
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	£2,062.50

Bank Balances as at 4th September 2022

Barclays Bank - Operating Account	£10,085.00
Barclays Bank - Fund Raising Account	£4,888.56
Barclays Bank - Sports Group Account	£2,793.33
Ipswich Building Society - New Build Account	£49,034.96
Ipswich Building Society - Reserves Account	£5,061.06
Ipswich Building Society – Sports Group Account	£8,390.51
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	£80,253.42