

YOXFORD PARISH COUNCIL AS SOLE TRUSTEE OF YOXFORD VILLAGE HALL

MINUTES OF THE MEETING HELD ON WEDNESDAY 1st FEBRUARY 2023 AT 8:30 PM AT YOXFORD VILLAGE HALL

1. Attendance and Apologies

Attendees:

Cllr. Russell Pearce – Chair
Cllr. Paul Ashton – Vice-Chair
Cllr. David Childs
Cllr. Ian Patterson
Cllr. Janet Gardner
Cllr. Hazel Wheeler
Cllr. Nicoll McCallum

Apologies for absence:

Cllr. Laura Greenberg – written and accepted
Cllr. David Tower – written and accepted
Cllr. Sarah Barrett
Cllr. Ian Shaw

In attendance:

Sharon Smith - Clerk/RFO

2. Minutes

It was proposed by Cllr. Nicol McCallum, seconded by Cllr. Hazel Wheeler, and resolved that the minutes of the meeting held on 4th January 2023 are approved. All in favour.

3. Councillors' and Clerk's Reports

- a) Refurbishment Project – Cllr. Russell Pearce said the main hall ceiling painting was underway. The next steps are to affix the new heating system and lights, remove the scaffolding, and make good and repaint the walls. Replacing the main kitchen will follow. Cllr. Russell Pearce said the floor needs to be replaced therefore the kitchen contents will be removed and stored in the shipping container. A sub-committee will need to be formed comprising Cllr. Russell Pearce, Cllr. Hazel Wheeler and perhaps Cllr. Laura Greenberg and Cllr. Sarah Barrett to choose the new kitchen items. Cllr. Hazel Wheeler reported that she had spoken to a company in Diss who were willing to come out and provide a quotation.
- b) Fire Risk Assessment – the Council reviewed the progress made on the Prioritised Action Plan.

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 2nd March 2023 at 8:30 pm.

The meeting closed at 9:00 pm.

Appendix I – Financial Position

Receipts – January 2023

Suffolk Building Society - Interest	£645.76
Hall Hire	£431.00
Yoxford Parish Council – Quarterly Contribution	£240.50
Sale of Refurbishment Materials	£30.00
Car Chargers - Revenue	£15.72
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	£1,362.98

Payments – January 2023

Adaptainer Ltd – Shipping Container	£3,708.00
Coastal Building Supplies – Refurbishment Materials	£2,345.18
Billy Mannall – Refurbishment Labour	£2,250.00
CAT Scaffolding	£1,140.00
Opus Energy – Gas	£31.24
Russell Pearce – Refurbishment Materials	£321.72
JMT Plastering - Labour	£400.00
D Phillips - Labour	£400.00
Hazel Wheeler – Cleaning and Materials	£233.87
British Gas - Electricity	£138.16
Trident Fire Ltd – Fire Alarm Service	£109.34
Huws Gray – Refurbishment Materials	£53.96
Ralphs Window Cleaning	£28.00
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	£11,159.47

Bank Balances as at 28th January 2023

Barclays Bank - Operating Account	£6,220.07
Barclays Bank - Fund Raising Account	£4,034.68
Barclays Bank - Sports Group Account	£2,729.76
Suffolk Building Society - New Build Account	£49,597.62
Suffolk Building Society - Reserves Account	£5,079.87
Suffolk Building Society – Sports Group Account	£8,473.61
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	£76,135.61