

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

**MINUTES OF THE VIRTUAL MEETING HELD VIA ZOOM
ON THURSDAY 1st APRIL 2021 AT 8:30 PM**

1. Attendance and Apologies

Attendees:

Cllr. Russell Pearce – Chair
Cllr. Paul Ashton – Vice Chair
Cllr. David Tower
Cllr. Ian Shaw
Cllr. John Sutherell
Cllr. Stephen Siddall
Cllr. David Childs
Cllr. Nicol McCallum

Apologies for absence:

Cllr. Sarah Barrett
Cllr. Kara Cowie

In Attendance:

Sharon Smith - Clerk/RFO

2. Minutes and Matters Arising

It was proposed by Cllr. Russell Pearce, seconded by Cllr. John Sutherell, and agreed that the minutes for the meeting held on 4th March 2021 be signed as a true record. All in favour. There were no matters arising.

3. Maintenance Report

Cllr. Russell Pearce reported that he inspected a further leak in the roof but could not identify the source of the ingress. He suspects the recent inclement weather has driven the water underneath the roof so he will apply sealant to the area. Cllr. Pearce repaired the outside tap but said it and the taps in the small hall kitchen and ladies' toilets need replacing. Expenditure of £60.00 for new taps was authorised. Cllr. Pearce also reported that the latch to the emergency door needs to be repaired which he will look at.

4. Refurbishment Project

Cllr. Pearce reported that the paperwork to open a credit account to the value of £10,000.00 with Ridgeons was almost complete. Cllr Pearce said that, with lockdown easing, the next priority was to inspect and repair the foundations.

5. Friends of the Village Hall

The Council agreed to postpone the appointment of a Councillor to have responsibility for liaison with the Friends and to further discuss the responsibilities of the Friends and the appointment of a new Chair until the next meeting.

ACTION: Cllr. Stephen Siddall to circulate a note.

6. Finance

a) The approval of the accounts for the financial year 2019-2020 was postponed until the next meeting as the Clerk reported there are a number of outstanding queries.

ACTION: Clerk to resolve queries and add to next month's agenda.

b) The Council agreed to permit the Cricket Club to use the car park during their home matches in order to reduce congestion on the roads for no charge at this time. This permission is conditional

as the Cricket Club are not permitted to use the car park when there is an event booked at the hall.
ACTION: Clerk to inform the Cricket Club and give notice of any Village Hall events.

c) The Council also agreed to allow parking for weddings at St. Peter's Church but coordination will be required to ensure the car park is available when other events are booked at the hall.

d) The Council authorised the following payments:

Payee	Details	Amount
Hazel Wheeler	Cleaning	£200.00
Hazel Wheeler	Grass Cutting	£50.00
Opus Energy	Gas	£7.84
British Gas	Electricity	£93.70

e) The Council noted the following receipts:

Payer	Details	Amount
East Suffolk Council	Local Restrictions Support Grant	£2,096.00
Friends of Village Hall	Fund Raising	£565.16
Yoxford Parish Council	Transfer of VAT Recovered	£185.54

7. Items for the Next Agenda

- a) To further discuss liaison with, and responsibilities of, the Friends.
- b) To approve the accounts for the financial year 2019-2020 and note the auditor's report.

8. Next Meeting

The Council confirmed the date and time of the next virtual meeting which is scheduled for Thursday 6th May 2021 at 8:30 pm.

The meeting closed at 9:45 pm.