



**MINUTES OF THE MEETING OF THE PARISH COUNCIL TO CONSIDER
YAXHAM PARISH CHARITY BUSINESS
At 7.00pm on Thursday 23rd January 2020**

Present: Cllrs Martin (Chairman), Lowings, Whadcoat, Gust, Couves, and Cheetham
In attendance: Mrs V Turner (Clerk) and 11 members of the public.

1.0 Chairman's Opening Remarks

The Chairman welcomed all those present.

2.0 Apologies

Apologies received and **ACCEPTED** from Cllr Oechsle on pre-arranged leave.

3.0 Declarations of Interest None.

4.0 Public Session No comments from members of the public in attendance.

5.0 Minutes of the Previous Meeting

5.1 The Minutes of the Extraordinary meeting of the Parish Charity held on 24th October 2019 were unanimously **AGREED** and signed by the Chairman as a true and accurate record.

5.2 New goal posts had now been purchased for the football field, concluding the works to be carried out under the Charity Grant awarded on 24th October 2019.

6.0 Finance, Internal Audit and Annual Return

6.1 To consider the Financial Report including the latest bank reconciliations

The bank reconciliation was circulated at the meeting. The Chairman summarised the Report and confirmed the combined balance of both accounts as £28,493.46. The Report was **NOTED**. The Chairman suggested that the Barclays Active Saver Account might potentially be closed or more funds paid in. This to be considered later.

6.2 To consider and agree the 2018/19 Auditor's Report and any actions arising

The Chairman confirmed that the Draft Accounts for the year ending 31.03.19 had now been audited, that the accounts were all in order, that there were no actions arising, and the Auditor had now signed off the accounts. The Chairman tabled the invoice for the auditor for £100, as previously agreed, and **PROPOSED** that a cheque be raised for £100 made payable to Anne Taylor. This was unanimously **AGREED**.

6.3 To consider and agree the data for the Annual Return to the Charities Commission required by 31.01.2020

All Members' details have now been recorded on the Charity Commission website.

The Chairman summarised the responses drafted for on the Annual Return. The Chairman **PROPOSED** the Annual Return be submitted on this basis and Cllrs unanimously **AGREED**.

7.0 To consider any current submitted grant applications - None received.

Cllr Cheetham suggested further publicising availability of funding to local groups; Cllrs **AGREED** to advertise in the forthcoming edition of the Village Newsletter to invite potential applicants to make contact.

8.0 To receive a quarterly report from the YVAA on the Village Hall Refurbishment Project

In the absence of the YVAA Chairman, Cllr Gust read the Report to the meeting. Please see Report attached.

9.0 To note any other items for inclusion on the Agenda for the next meeting

Draft Charity Accounts for 2019/20.

10.0 Date of Next Meeting

The next meeting will be held on **Thursday 30th April 2020 at 7.00pm in the David Myhill Room, Yaxham Village Hall.**

Quarterly Report from Yaxham Village Hall Amenities Association to Yaxham Parish Council regarding Village Hall Refurbishment

All work has now been completed and we will be sending a copy of the final balance sheet and copy invoices.

Given the size of the programme, things ran very smoothly, we met a few problems with the upgrade of the electrics, as everything had to be sorted into separate circuits and over time there had been a lot of add ons to single circuits. The new electrics are wonderful, with the lighting being far more effective. Several units were damaged with the old system as insufficient power supply has taken its toll. The damaged units (for example the 3 light fittings in this room) will be replaced soon. We are now future proofed for power supply. The new facilities have also been completed, extra plumbing has been required and lack of water pressure has meant that we have had to fit a pump to make the taps work correctly. A water softener has been installed in the main kitchen and hopefully this will reduce future damage from limescale. As a point of interest, some 20 buckets of limescale had to be removed from the system. We now have toilet facilities that are up to date and hygienic. The addition of disabled facility by the Myhill room, now makes us more disabled compliant.

The fire alarm system is all installed and working and is tested on a weekly basis (those who were present at the New Year's party can testify that it is very efficient) Hall users have all stated how excellent they think the new facilities are and this bodes well for us getting even greater use for this wonderful community facility. Our next step is to look at the main hall, where we are seeking to fit a suspended ceiling, which will vastly improve acoustics and overcome the problems involved in repairing the current ceiling. We will be looking to fit blinds throughout, change the lighting to be more friendly, improve the sound system and repaint to make the offering even more appealing.

We have just installed a new entry alarm system into the bar area, which makes this more secure.

We must thank the Parish Council for their support in helping us to make this a reality.

As you can see, the Trustees have continuing plans to make Yaxham Hall the envy of the district and a place for us all to be proud of.

Thank you.

Pete Smith
Chairman YVAA