

**GREAT COXWELL PARISH ROOM CHARITABLE TRUST (300155)**

Reading Room, Great Coxwell, Oxfordshire, SN7 7NB

Clerk: Joanna Farrant clerk@greatcoxwell.com

**Minutes of Meeting of the Trustee of the Reading Room held on Monday 28<sup>th</sup> February 2022, 8.50pm**

<b>Present</b>	Cllr Jacqui Russell (Chair) Cllr Mike Harris Cllr Rory Gilmour Cllr Kym MacDonald Cllr Richard Hankinson Joanna Farrant, Parish Clerk Daryoush Sharifi, RFO
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Item	Minute	Action
1.	<b>Apologies for Absence</b> None	
2.	<b>Approval and Signing of Minutes of Last Meeting</b> Minutes of 18.10.2021 were signed.	
3.	<b>Declarations of Interest</b> None	
4.	<b>Update repairs/work to building since 13.12.2021</b> Repairs to the leak around the chimney had been completed. Hot water taps have now been installed in both toilets to replace faulty hot water heater units, however, a pipe was leaking in the men's toilet. Plumber was due to attend in next couple of days and DS had chased.	
5.	<b>Priority Funds application</b> Draft had been circulated. It was agreed to make an application for the full £2,500 cost of replacement of guttering. JF to confirm cost of quote was still valid and that it included fascia boards.	JF
6.	<b>Decision on other repairs to be carried out in 2022</b> Window woodwork needed to be repaired, but a further quote was required. JF to forward a carpenter's details to JR. Cellar door, rail and fire-proofing needed. S.106 money may be available, but was proving impossible to obtain quotes. KM would try. Path to cellar needed cleaning and exterior drain cover needed replacing. MH to ask BGG.	JF/JR  KM MH
7.	<b>Valuation of building for re-build insurance purposes</b> Insurer had indicated that this needed updating. Cost £70. It was agreed the trustee should obtain this figure to ensure adequate insurance in place.	
8.	<b>Gas/Electricity supply contract (commences 01.03.2022 – 28/02/2023)</b> DS had arranged new 1 year contracts with existing suppliers Octopus and Opus	
9.	<b>Finances</b> Nothing further	
10.	<b>Any Other Business</b> N/a	

Meeting closed at 9:30pm.