

GREAT COXWELL PARISH READING ROOM CHARITABLE TRUST

Reading Room, Great Coxwell, Oxfordshire, SN7 7NB

Clerk: Joanne King clerk@greatcoxwell.com

Minutes of Parish Reading Room Charitable Trust meeting held on Monday 19th October 2020, via video conferencing

Parish Councillors Present:	Richard May (Chair) Michael Gooch Michael Harris Jacqui Russell
Officers in attendance	Joanne King, Parish Clerk
	Chaired by Richard May. Councillor May welcomed everyone to the Parish Council's first virtual Reading Room Trust meeting utilising Zoom Video Conferencing to overcome the current Coronavirus restrictions.
1/2/20	Apologies for Absence Daryoush Shariffi due to technical problems
2/2/20	Minutes of last meeting 27th January 2020 Signed off at Parish Council meeting 08 th July 2020
3/2/20	Declarations of interest None
4/2/20	Public Question Time None
5/2/20	Matters arising <ol style="list-style-type: none"> a. Ramp Trustees NOTED ramp had been installed, they thanked Richard May and John Rounce for supplying the Reading Room with a much-needed replacement ramp. b. Maintenance of Reading Room through winter <ul style="list-style-type: none"> • Curtains, Trustees NOTED the curtains had been taken down/aired and stored away for the winter by Pam Smith, thanks go to Pam for assisting us. • Reading meters, Trustees continue to take readings for gas, electricity and water and will continue to do so. • Airing building, Cllr May has been opening up and checking heating, a log will be produced to note this. • Hire The Reading Room continues to not be rented out due to COV-19 restrictions in relation to size of room and cleaning schedules • Outside maintenance update Trustees NOTED the guttering works have been completed. b. Subsidence insurance claim update

	It was NOTED that the insurance company has installed datum level alignment brackets and insurance company given Cllr May permission to meet with insurance company representing neighbouring property.
6/2/20	Finance <ul style="list-style-type: none"> a. NOTED Extra finance meetings 28th Aug and 12th Oct 2020 b. Trustees PROPOSED to place an official complaint to Castle Water regarding the water leakage and preparation of final bill. This was SECONDED and RESOLVED. c. Trustees AGREED to finance meeting on 9th November for draft precepting. d. Trustees PROPOSED not to join the Amazon Smile scheme. This was SECONDED and RESOLVED
7/2/20	Date of next meeting Finance meeting for Reading Room and Parish Council 9 th Nov 2020

Meeting finished 8:46pm