

GREAT COXWELL PARISH ROOM CHARITABLE TRUST (300155)

Reading Room, Great Coxwell, Oxfordshire, SN7 7NG

Clerk: Joanna Farrant clerk@greatcoxwell.com

Minutes of Meeting of the Trustee of the Reading Room held on Monday 20th May 2024, 8:35pm

Present	Cllr Jacqui Russell (Chair) (JR) Cllr Richard Hankinson (RH) Cllr Rory Gilmour (RG) Cllr Kym MacDonald (KM) Cllr Nick Hawkes (NH) Joanna Farrant, Parish Clerk (JF)
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Item	Minute	Action
1.	Apologies for Absence: None received.	
2.	Declarations of Interest: There were no declarations of interest in relation to this Agenda.	
3.	Approval and Signing of Minutes of Last Meeting Minutes of 19/03/2024 were agreed as accurate and signed by the Chair.	
4.	Other repairs/maintenance to be carried out in 2023/4 budget: <ul style="list-style-type: none"> a. Railings have been painted, the PC noted its thanks to the Community Fund. b. Bushes have been dug out and replaced with lavender, the PC noted its thanks to the Community Fund. 	
5.	Likely repairs within 2024/5 budget: <ul style="list-style-type: none"> a. Front wall repair: will require patch repair of pointing in 2024/5 financial year. NH and RH to speak to local wall builders and ask builders to quote for cost of a permanent ramp to the entrance at the same time. b. Drain cover: may require replacement in 2024/5 financial year. JF to look at with JR and ask BGG for quote to replace if looks necessary. c. Path: This is likely to be a significant future job, for which funds will need to be put aside over a few years. d. Thermostat – JR to look at how to recalibrate and investigate cost of new thermostat if that does not solve issue. e. Cleaning – book in a deep clean. JR has one attending to quote and one further response and it was agreed to proceed with an annual deep clean. f. Quotes for cellar – so can access s.106 funds for improved capacity. NH to consider asking contact for a quote. 	RH/NH JF JR JR NH
6.	Upkeep: 6.1 PAT and EICR testing was completed by Tecc Ltd.	
7.	Finances: 7.1 Accounts for 2023/4 financial year had been circulated, but approval was deferred until the examination by Lisa Wilkinson had been completed.	

	7.2 Trustees noted and approved all payments and income as reported at the Parish Council meeting immediately preceding this meeting.	
8.	Any other business: There was none.	

Meeting closed at 8.45pm.