

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 25th November 2024, 8:10pm

Present	Cllr Jacqui Russell (JR), Chairman Cllr Richard Hankinson (RH), Vice-Chairman Cllr Rory Gilmour (RG) Cllr Nick Hawkes (NH) Joanna Farrant, Parish Clerk (JF)
Apologies	Cllr Kym MacDonald (KM)

Item	Minute	Action
1.	Apologies for Absence: Apologies were received, accepted and authorised on the grounds of personal reasons from KM.	
2.	Declarations of Interest: There were none.	
3.	Approval and Signing of Minutes of Last Meeting Minutes of 09/09/2024 were agreed as accurate and signed by the Vice-Chair.	
4.	Likely repairs to be carried out in 2025/6 budget: 4.1 Front Wall Repair – RH and NH to action quotes. NH had chased quote with no success. Review tradesmen for potential quotes. 4.2 Consider ramp and path to front door - repair in 2025/6 budget.	JF
5.	Upkeep 5.1 Deep Cleaning – deep clean now carried out. Cllrs to authorise payment. 5.2 Thermostat – service engineer had attended and thermostat had been offset in the service menu. Note Worcester warranty for 10 years post installation (expires September 2031). Boiler was an hour out and all radiators turned down when JR last check Reading Room. Discussed an instruction to be left on wall regarding thermostat and radiator use by hirers. NH was monitoring against temperature sensor and seemed to coincide. JR will continue to monitor. 5.3 Lino: PC had accepted offer of lino replacement from Community Fund, who have been asked to liaise about suggested replacement. 5.4 Tree at back: adjoining property had raised the issue of a fallen bush growing over the boundary, which is on the boundary line. Concerns raised about safety of one other tree is not on Parish Room land. Agreed to ask BGG to remove bush, at same time as trim hedging. JF to ask BGG to carry out works and confirm whether BGG wish to meet JR on site or have photos supplied.	JR JF
6.	Finances:	

	<p>6.1 JF reported that the Valuation Office Agency submission had been made concerning ownership details in response to VOA request.</p> <p>6.2 Trustees noted and approved all payments and income as reported at the Parish Council meeting immediately preceding this meeting and agreed to continue Lloyds account and pay monthly direct debit from 1st January 2025, as a charity account at nil rate would require PC to close existing account and open a new one.</p>	
7.	<p>Any other business: s.106 grant to the PC in relation to the cellar and hand-rail had been discussed at the Parish Council meeting this evening. Trustee agreed.</p>	

Meeting closed at 8.25pm.