

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

The Town Hall, Market Hill, ORFORD, Woodbridge, Suffolk IP12 2NZ

**Minutes of the 194th meeting of the New Orford Town Trust held on
Wednesday 20 January 2016,
At 6.30pm in the New Room of Orford Town Hall**

MINUTES

Present: Cllrs I Thornton (Chairman), D Brenchley, M Finney, M Green, J Howard, A Macro, P Smith and M Smy. Trust Clerk in attendance.

1. Apologies for absence

Apologies were received from Cllrs M Golder (work commitment), M Iliff (work commitment) and J Robinson (illness).

2. Declarations of interest

Cllr D Brenchley: allotment holder, Secretary of Orford Country Market; Cllr M Finney: member of Orford Sailing Club, river user, Chairman of the Orford and District Inshore Fishermen's Association, Trustee of Orfordness Lighthouse Trust, Director of Cobra Mist Ltd; Cllr J Howard: member of Orford Sailing Club, plot holder; Cllr A Macro: allotment holder, supplier to Orford Country Market, Chairman of the Recreation Ground Charity, and married to a quay user (fisherman); Cllr P Smith: river user and member of Orford Sailing Club; Cllr M Smy: allotment holder, plot holder, mooring holder.

3. Minutes of the 193rd meeting held on 18 November 2015

After one amendment (add Cllr P Smith to the list of those present) these were agreed and signed as an accurate record.

Minutes from an Extraordinary meeting held on 13 January 2016

Some amendments to be made, so these will be agreed at the next meeting.

4. Matters arising from the 193rd meeting held on 18 November 2015

- Water to Bakers Lane allotments: the Clerk reported that Anglian Water did not have a problem with NOTT taking supply from the butcher. Ollie Page is putting together a quote for this.
- Stony Ditch: a timeline is completed and a meeting will be arranged soon to go to Kew and look at relevant documents.
- Damp at Bakers Lane cottage: this is due to start at the end of this week or the beginning of next week.

Matters arising from an Extraordinary meeting held on 13 January 2016

Cllr M Finney reported that work has begun on the lighthouse defences.

5. Treasurer's report

- Cheques and balances from 1 November - 31 December 2015
After some queries these were accepted and signed by the Trustee.

6. Committee reports

Minutes from an Estates/Highways meeting held on 10 December 2015

- It was reported that the sanding to the Main Hall and New Room floors had been carried out over the Christmas break, and that the floors look very good. The Estates Committee will be considering the purchase of a low speed buffer at its next meeting, to help keep the floors in good condition.

- Town Hall ramp: the Clerk will chase Suffolk County Council Highways department who were going to give some advice on the issue.
- Bakers Lane porches/bathroom windows: the Estates Committee will be discussing this further at their meeting on 21 January 2016.

Minutes from a Riverside meeting held on 2 December 2015

- Re shingle on foreshore: it is not clear whether a licence will be required from the MMO for replenishing the shingle on the dinghy foreshore. It was agreed that the Clerk should ascertain if a licence is required and get this in place asap. It was agreed that Cllr M Finney should ask Darren Worne for a quote to spread the shingle.
- It was suggested that the Quay Warden should undertake an audit of the dinghies on the foreshore, and that any unlicensed dinghies could be moved to the boatyard. Owners can then be contacted and asked to remove them, or they might be disposed of by NOTT.
- There have been a number of break-ins at the sheds at the riverside area. It was suggested that the Trustee might consider installing an additional camera to cover the boatyard.
- Riverside pond area: fencing and improvements, quotes for work: Cllr M Smy had met with Rob Orford (Miles Water Engineering Ltd) to discuss clearing of the pond and adjacent area. Mr Grimsey did not wish to quote for the work. One of the issues raised was how to dispose of any silt. It was suggested that this could be spread close to the pond. Over time the volume of the silt will decrease by approximately 75% as it dries out. The suggestion is to create a bank or bunds close to the pond, and that once it has dried out it can be spread. There would be problems transporting it elsewhere, partly due to logistics, and partly as permission may need to be sought from the Environment Agency. It was agreed that it would be easier to leave the silt *in situ* near the pond.

The Trustee considered Mr Orford's quote for the work, and it was agreed unanimously to accept this quote. He will give a discount on the original quote if he can carry out work at a time to suit him, and this was agreed.

It was accepted that some additional work to clear shrubs and some tree branches will need to be carried out as part of the works, and this is not included in Mr Orford's quote. It was agreed that Suffolk Coastal Services should be asked to quote for this work. Cllr M Smy will meet with Cllrs J Howard and A Macro at the riverside on Saturday morning to discuss this. The Clerk will arrange to meet with Chris Green (Suffolk Coastal Services) sometime next week when he is in the village.

It was agreed that Kiwi fencing should be asked to quote for replacing the whole of the fence around the pond area.

ACTION Cllr M Smy to meet with Councillors at the riverside to discuss tree/shrub clearance

ACTION Clerk to inform Mr Orford of the above

ACTION Clerk to contact Suffolk Coastal Services and Kiwi Fencing

- Re: reclaiming expenses from Babcock: Cllr M Finney is in touch with a contact at Babcock and he and the Clerk are liaising about this.
- It was agreed that John Backhouse should be asked to hose down the Quay ramp at the same time as he is doing the slipway at the Sailing Club.
- Cllr M Finney reported that the new sewage outpost marker is now in place.

7. General Trust business

- Clerk's report on outstanding matters: break ins before Christmas. The Clerk reported that she had reported the incidents to the Trust's insurers and was continuing to deal with them with regard to the claim for damage sustained to the car park ticket machine and the 2 doors at the Town Hall. Cllr M Smy asked if the police had been in touch since the incidents with any update on progress. The Clerk replied that they had not. It seems that the owners of the riverside sheds that were broken into had also not heard from them. It was agreed that the Clerk should write to Tim Passmore expressing disappointment that

neither NOTT or other persons had been contacted for a follow up.

ACTION Clerk to write to Tim Passmore as above

- Local housing: report from Cllr P Smith etc re conversation with Mr Cordle
Cllr P Smith summarised that in 2014 SCDC undertook an appraisal/consultation with parishes about possible areas for housing development for the period 2010-2027. These appraisals led to the publication in 2015 of the document 'Site allocations and area specific policies development plan document'. This report identified an area to the north of Mill Close in Orford as being suitable for up to 10 properties, for development within the next 1-5 years. This land is owned by Mr Cordle. At the last meeting the Trustee formed a working group of Cllrs M Finney, J Howard, P Smith and M Smy to look into housing issues and speak with Mr Cordle to discuss a possible land swap with the land he currently leases from NOTT. Cllr P Smith has met with Mr Cordle and his family. The value of the land he leases from NOTT is far less than that of the land at the top of the village, so a straight swap would not be viable. However, Mr Cordle might consider a swap for a small piece of land in the field adjacent to Mill Close. In order to consider this Mr Cordle would want NOTT to put together a formal offer for him to consider. There was discussion about how NOTT might fund any building of houses. The Clerk pointed out that any land swap would be classed as a disposal of charity land, and as such the Trustee would need to follow procedures laid down by the Charity Commission. The Clerk said that she would email all Trustees with this information. The Clerk also pointed out that the Treasurer would need to be involved in discussions.

ACTION Clerk to forward CC advice to Trustees and discuss with the Treasurer

Cllr P Smith commented that he felt that SCDC is under a great deal of pressure to deliver new housing. After discussion it was agreed that Cllr P Smith should contact Hilary Hanslip at SCDC (who had undertaken the initial housing appraisals) to see if she can offer any advice or support, or if she has any experience of an organisation such as NOTT progressing with such an issue. The Trustee thanked Cllr P Smith for his work on this.

8. Correspondence

- Letter from Scrutton Bland about changing format of the Annual Trustee's report: the Trustee agreed unanimously to go with the format FRS 102 SORP.
ACTION Clerk to inform Treasurer as above
- Letter of thanks from N Gold re donation to Orfordness Lighthouse Trust: Mr Gold had written to thank the Trustee for its donation towards the sea defences. Work is currently being carried out and a long-term plan will then be formulated.
- Request from Mrs Grogono re wedding marquee at Orford boatyard: Mrs Grogono's daughter is getting married in June and she wishes to have a marquee down at the Sailing Club end of the boat yard for the reception. She would be happy to have the area cleared. The Trustee agreed that the Clerk should respond saying that NOTT would be happy for this to happen, as it is understood that she would clear the area, and NOTT would ask for a donation of £100. However, we would need more information about which area she wished to use, as there may be some work being done at the pond area.
ACTION Clerk to reply as above
- Letter from riverside plot holder 2C informing the Trustee that he would be applying for planning permission

9. Items for next meeting

Budgets
Village Fund

The meeting ended at 8.22pm.

10. Date of next meeting: Wednesday 17 February 2016