

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 199th meeting of the New Orford Town Trust held on
Wednesday 15 June 2016,
at 6.30pm in the New Room of Orford Town Hall**

MINUTES

Present: Cllrs M Golder (Vice Chairman), D Brenchley, M Green, J Howard, M Iliff, A Macro, R Mallett and M Smy. Clerk in attendance.

Before the meeting the Clerk informed the Trustee that there had been an incident at the Quay Street car park that afternoon, where a partially full domestic heating oil tank had fallen off a trailer, spilling around 200/300L of oil on the car park. John Backhouse had been called with the fire engine and he and the crew had done their best to stem the flow of oil and soak up what was there. He and a representative from Suffolk County Council Highways had spread absorbent, and 2 representatives from the Environment Agency had been down to assess the area. The whole of the exit area has been cordoned off. The Clerk had been down at the car park before the meeting started, and was expecting a road sweeper to attend later to sweep up the car park. She will keep the Trustee informed of developments.

1. Apologies for absence

Apologies were received from Cllrs M Finney, J Robinson, P Smith and I Thornton (all on holiday). Cllr R Mallett apologised for being late as he was dealing with an incident at the Quay Street car park.

2. Declarations of interest

Cllr D Brenchley: allotment holder; Cllr M Golder: relative lives in Bakers Lane cottage, supplier to Orford Country Market; Cllr J Howard: Commodore of Orford Sailing Club, plot holder; Cllr M Iliff: member of Orford Sailing Club; Cllr A Macro: allotment holder, supplier to Orford Country Market, Chairman of the Recreation Ground Charity, and married to a quay user (fisherman); Cllr R Mallett: relative of an allotment holder; Cllr M Smy: allotment holder, plot holder, mooring holder.

3. Minutes of the 198th meeting held on 18 May 2016

After 2 amendments (in item 4, delete Cllr D Brenchley's interest as Secretary of Orford Country Market, and amend Cllr J Howard's interest to Commodore of Orford Sailing Club) these were agreed and signed as an accurate record.

4. Matters arising from the 198th meeting held on 18 May 2016

There were no matters arising.

5. Treasurer's report

Cheques and balances from 1 April – 31 May 2016
These were accepted and signed by the Trustee.

6. Committee reports

No Estates/Highways meeting this month

The Clerk reported that the top area of the allotments in Bakers Lane had been cleared by Suffolk Coastal Norse. Concern was expressed over more weeds growing at this time of year. Chris Green had advised letting the shoots come up before spraying them, and then spraying them again later before letting the allotments out around September.

Riverside meeting held on 9 June 2016

Discussion re OSC/NOTT sheds on boatyard land. The Clerk had copied and distributed copies

of the Riverside Committee minutes and draft plans drawn up by Cllr J Howard.

At 6.52pm Cllr R Mallett entered the meeting.

The Clerk advised that as this item was not on the agenda and trustees had not had time to consider this proposal, that voting on this should take place at the next NOTT meeting in July. Cllr J Howard said that he had spoken with some members of the Trustee who were not keen on the idea, and he said that OSC would be discussing this at a meeting soon. OSC might consider building a shed on land that they already lease from NOTT.

7. General Trust business

Photocopier: discussion re lease/purchase of new copier at end of current lease (spreadsheet distributed). The Trustee looked at the options which had been researched by the Clerk. The Trustee felt that leasing a copier was a better option than purchasing outright, as after 5 years the technology would be out dated. Taking a lease also means that the machine is covered by a warranty and any faults would be dealt with promptly. After discussion Cllr J Howard proposed that NOTT should lease a Sharp photocopier over a period of 5 years. This was seconded by Cllr A Macro and agreed unanimously.

8. Correspondence

From Elite tree services: suggested work to NOTT trees and a quote for this. The Clerk reported that she had met with Nicholas Newton, SCDC's Tree officer, and that she and Cllr R Mallett had walked round the village looking at the trees identified in Elite Tree Services' report as being in need of attention. Mr Newton agreed with all of their recommendations. Mr Newton had pointed out that all of NOTT's trees fall within a conservation area, so he would need to be notified of any work that needed to be carried out. A normal notification takes around 6 weeks, but emergency permission can be given within 5 days. After discussion Cllr M Smy proposed that Elite Tree Services should carry out the work on the trees, and that NOTT should engage them for a period of 3 years to carry out any work required on NOTT's trees. This was seconded by Cllr R Mallett and agreed unanimously.

9. Items for next meeting: OSC/NOTT sheds

The meeting closed at 7.30pm.

10. Date of next meeting: Wednesday 20 July 2016 at 6.30pm.