

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 200th meeting of the New Orford Town Trust held on
Wednesday 20 July 2016, at 6.30pm in Orford Town Hall**

MINUTES

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

1. Apologies for absence

Cllr M Iliff apologised for late arrival (work commitment).

2. Declarations of interest

Cllr D Brenchley: allotment holder; 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 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: J Robinson as a river user and member of Orford Sailing Club; Cllr P Smith as a river user and member of Orford Sailing Club Cllr M Smy: allotment holder, plot holder, mooring holder.

3. Minutes of the 199th meeting held on 15 June 2016

These were agreed and signed as an accurate record.

4. Matters arising from the 199th meeting held on 15 June 2016

- Re photocopier: the Trustee had agreed at the meeting that they would lease a Sharp photocopier, a quote for which had been received from a new company. After the meeting the Clerk had spoken with a representative from the current company (Netbox), and they could offer the same Sharp copier at a lower price, and with lower running costs than the competitor. The Clerk had liaised with members of the Finance and General Purposes Committee and they had agreed to remain with Netbox. The new photocopier should be delivered on 27 July. Netbox had asked if the Clerk knew of anyone locally who would like the old copier, and after asking around, it will be going to Pump Street Bakery.
- The Clerk reported that work needed to the trees on NOTT land would be carried out by Elite Tree Services, commencing 27 or 28 July.

5. Treasurer's report

Cheques and balances from 1 – 30 June 2016

These were accepted by the Trustee.

Photocopier: approval of direct debit mandate

There is a surcharge for paying by invoice, so the Trustee agreed that the photocopier charges should be paid by Direct Debit.

6. Committee reports

Minutes of an Estates/Highways meeting held on 30 June 2016

The Clerk informed the Trustee of an incident where a parishioner, Sue Tristem, had arranged to borrow items from the Town Hall for an event one Sunday in July. She had been told by the Clerk that she could not collect them until the Sunday morning as there was a booking in the hall the previous day. Despite this, she had come to the Hall on two occasions on the Saturday, interrupting the booking, and had left with an item from the kitchen. The Clerk had spoken with

the Estates Chairman before telling Mrs Tristem that she would no longer be able to borrow items from the Town Hall in future. The Trustee agreed that this behaviour had been unacceptable and agreed to write to Mrs Tristem reiterating the Clerk's statement that she would not be able to borrow items again. The Trustee will also write to apologise to the hirer.

Lloyds will begin work on the porches at the end of August/beginning of September. Lloyds may purchase some materials in mid-August, and may submit an interim invoice, and the Clerk has asked them to email details of the doors to be used.

Re Town Hall ramp: the new ramp ordered had proved not to be suitable. However, it had been used once and was well outside the time frame for returning it to the supplier. Mark Thacker has been asked to re-paint the old ramp with non-slip paint. It was agreed that the Clerk should contact the supplier of the new ramp and ask if a full- or part-refund might be obtained.

ACTION Clerk to email as above

Re: oil spill at QSCP. The Clerk reported that despite seemingly little progress being made, the Clerk and our broker at Scrutton Bland were doing their best to move things along. An engineer and contractor had made a site visit on Monday, and had provided a quote to remove the damaged tarmac and replace it. Our broker has forwarded it to Markerstudy and we are waiting to hear back from them. If Markerstudy gives the go-ahead quickly, then work might begin during the first week in August. It should take 2-3 days. At the moment there is some surface dressing on the car park. Surface dressing is put on to prolong the life of the tarmac. Obviously the area affected will have a new surface. The contractor recommended surface dressing the flat area affected so that it matches in with the rest of the car park, but leaving the ramp area as plain tarmac. This was agreed by the Trustee.

Quay Meadow: Cllr P Smith reported that the Estates Committee has discussed this and that members of the Committee were going to meet down there. Joy Castle has expressed an interest in helping with the management of the area and the Estates Committee is pleased that she wishes to be involved. Cllr P Smith has met with Mrs Castle and she has given him some paperwork relating to Quay Meadow, including how it was started with a grant from the Community Development Fund. The Trustee asked if Mrs Castle might attend the next NOTT meeting to discuss her thoughts.

ACTION Clerk to ask Mrs Castle if she is available to come to the next NOTT meeting

No Riverside meeting this month

- Discussion re possible shed for OSC on NOTT land: request withdrawn. OSC had written to ask for NOTT's permission to replace an old concrete-panelled, asbestos roofed garage with a new timber shed. The shed would be on land already leased to OSC and located in the same position, but might be slightly larger. It would be stained black, with a pitched felt roof. OSC would cover all costs and be responsible for applying for any permissions in relation to this. After discussion, non-Sailing Club members voted on this. Cllr M Smy proposed that OSC should be given permission to do this, and that there was no need to submit detailed drawings to NOTT. This was seconded by Cllr R Mallett and agreed unanimously.
- Storage box for RSPB: the RSPB has approached NOTT to ask if they might site a storage back to the rear of the Quay Office, on plot 2. This would be to store oars and life jackets etc. After discussion Cllr J Howard proposed that NOTT should allow this, at no cost to the RSPB. This was seconded by Cllr M Finney and agreed unanimously.

7. General Trust business

- Annual donations: these were discussed, along with requests from other organisations. After discussion, Cllr I Thornton proposed that the donations should be the same as last year. This was seconded by Cllr J Robinson and agreed unanimously:

Orford Recreation Ground Management Committee	£200
Orford Methodist Church (Quay Service)	£50
Suffolk Accident Rescue Service	£50
East Anglian Air Ambulance	£200
Orford Lay Responders	£200
The Fire Fighters Charity	£200
Leiston, Saxmundham and District Citizens' Advice Bureau	£100
League of Friends of Aldeburgh Hospital	£200
Wednesday Club, Orford	£100
Guy Marshall (to cover insurance for village events)	£141

ACTION Clerk to inform the Treasurer of the above

- Clerk's report on outstanding matters:
 - Flagpole plinth: the Clerk reported that Ker-Way had carried out work on the brickwork. Cllr M Finney had looked and felt that there were some problems with the pointing. He agreed to meet the contractor down at the site to discuss this.

ACTION Clerk to arrange the above

 - National Trust lease: awaiting feedback from the National Trust
 - Planking on the Quay: A Moore has been given the go ahead, and it is hoped to do the work once the busy summer season is over
 - Boffins memorial: no update
- It was reported that the Lady Florence had been docked at the Quay since Monday morning, with engine problems. They have had an engineer out, and hope to be able to move by tomorrow. This has meant that other quay users have been inconvenienced. It was agreed that there should be better communication between the Lady Florence and the Quay Warden.

Cllr M Iliff entered the meeting at 7.10pm.

8. Correspondence

- Email re East Anglia Three Offshore Wind Farm: no comment required
- Letter of thanks from Orford Museum re grant from Village Fund
- Letter from Orford Sailing Club requesting permission to anchor a temporary training raft in the river in the same location as last year. This was agreed.
- Email from the National Trust informing NOTT that repair works will be carried out on Stony Ditch, after damage caused in the storm surge of December 2013.

9. Items for next meeting

Quay Meadow

The meeting ended at 7.18pm.

10. Date of next meeting: Wednesday 21 September 2016