

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 201st meeting of the New Orford Town Trust held on
Wednesday 21 September 2016, at 6.30pm in Orford Town Hall**

MINUTES

Present: Cllrs I Thornton (Chairman), D Brenchley, 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

Apologies were received from Cllr M Finney (holiday), and apologies for lateness were received from Cllrs M Iliff and M Smy.

2. Declarations of interest

Cllr D Brenchley: allotment holder; Cllr M Golder: relative lives in Bakers Lane cottage, supplier to Orford Country Market; Cllr M Green (allotment holder); 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 200th meeting held on 20 July 2016

These were agreed and signed as an accurate record.

4. Matters arising from the 200th meeting held on 20 July 2016

- The Clerk reported that the new photocopier is now *in situ*.
- The Clerk reported that Elite Tree Services had carried out the agreed work to trees and that R Mallett had checked the work, which he was happy with.
- The Clerk reported that work had begun on the Bakers Lane porches.
- The Clerk reported that the wheelchair ramp company would not refund any money for the ramp purchased, which had proved to be unsuitable for the Town Hall. It was agreed that the Clerk should advertise the ramp for sale in the village/on Ebay to recoup some of the money.
- Cllr J Howard reported that OSC had not yet decided exactly what type of shed to put on the land beside the clubhouse (previously agreed by NOTT as landlords). Cllr J Howard will put together a drawing once this has been decided.
- The Clerk reported that Birketts have chased NT regarding the outstanding leases.
- Re: NOTT grants. Last year NOTT agreed to continue to cover the annual cost of insurance for village events, which was organised by Guy Marshall. Last year the cost of this insurance was £141. After NOTT had agreed at the July meeting to cover this, Mr Marshall informed the Clerk that the cost this year would be £274.63. Mr Marshall had investigated alternative quotes but they were all high. The Parish Clerk had made enquiries to the Parish Council insurers to see if it would be cheaper for the Parish Council to add this to their policy. However, any changes to the policy would need to be agreed and minuted at a Parish Council meeting, with the Parish Council having representatives on any Committee which organised an event to be covered by the insurance. It was therefore not possible for this to be covered this year, as the insurance needed to be confirmed. Mr Marshall had therefore paid this. After discussion Cllr J Robinson proposed that NOTT should reimburse Mr Marshall for the cost of the insurance this year, and that the Parish Council should look into this again before renewing the policy next year (though NOTT might reimburse the PC). This was seconded by Cllr J Howard and agreed unanimously.

5. Treasurer's report

Cheques and balances from 1 July – 31 August 2016

These were accepted and signed by the Trustee.

Cllr M Smy arrived at 6.45pm.

6. Committee reports

No Estates/Highways meeting this month

Quay Street Car Park: update on oil spill: the Clerk reported that Ker-Way had provided a second quote for the resurfacing work needed at the Quay Street car park following the oil spillage in June. The Clerk had forwarded this quote to the loss adjusters and they had given the go ahead for Ker-Way to carry out the work. The Clerk has spoken to Ker-Way who won't be able to carry out the work until after Christmas. The contract for the work will be between NOTT and Ker-Way, and the loss adjuster will arrange for the bill to be settled direct to Ker-Way by the insurer. The Trustee agreed that waiting until after Christmas for the work to be carried out would not be a problem, but asked the Clerk to ensure that Ker-Way did not sub-contract the work.

Minutes of Riverside meetings held on 25 July and 5 September 2016 (enclosed)

Cllr J Robinson reported that Chantry would need some repairs over the winter so would be going to Felixstowe Ferry boat yard. Some repairs are being carried out free of charge, others will need to be paid for.

Bin area: Cllr J Robinson reported that Glen Rose would be making a concrete base for the OSC shed, and had been asked to give NOTT a quote for putting a base in at the bin area, with fencing around it. A sketch plan was passed around and agreed. The Clerk will forward Mr Rose's quote to all trustees once it arrives.

Cllr M Iliff arrived at 6.52pm.

It was reported that the Stony Ditch working group was arranging a meeting for Friday 23 September 2016.

Re proposed MCZs: it was understood that Natural England had given a presentation at a recent AOEP meeting, about a proposed Marine Conservation Zone in the Alde and Ore Estuary, and the Trustee will keep an eye on this. The Clerk has been forwarded an email by one of the fishermen, but NOTT has not received this. The Clerk will forward this to all Councillors.

7. General Trust business

- Draft Trustee's report for agreement: after one addition (add grant of £30,000 to Recreation Ground Charity under Review of Developments, Activities and Achievements) this was agreed by the Trustee. The Clerk commented that the format of the report might change slightly, but that there would be no material changes to the facts contained in it.
- Clerk's report on outstanding matters: already covered.

8. Correspondence

- Email from S Tristem re borrowing from Town Hall: the Clerk had sent a letter of reply to Mrs Tristem, as agreed by the Trustee at the July meeting, Mrs Tristem had replied by email, and this had been circulated to all Councillors. The Trustee wished it to be minuted that the letter had been sent to Mrs Tristem by the Clerk at the Trustee's request. It was agreed that the email from Mrs Tristem did not require a response.
- Email from J Rugge-Price re QSCP traffic management: Mr Rugge-Price expressed concern over the speed and behaviour of traffic going from the Quay up towards the car park and up Quay Street. It was agreed that the Clerk should forward Mr Rugge-Price's email to Suffolk County Council, and ask them to come out on a busy Saturday to see for themselves the problems which arise during busy periods.

ACTION Clerk to write to SCC as above

- Letter from Scottish Power Renewables re East Anglia THREE offshore Wind farm: Other Environmental Information produced to supplement the Environmental Statement
- Correspondence from R Hipwell re Orford Business Association: following the Trustee's decision not to award a grant to OBA from the Village Fund, there had been correspondence from Mr Hipwell, which had been distributed to the Trustee. The Chairman had subsequently spoken with Mr Hipwell, and the matter is now closed.
- Thank you letters for donations from NOTT were received from CAB and East Anglian Air Ambulance.

9. **Items for next meeting:** no items were suggested.

The meeting closed at 7.20pm.

10. **Date of next meeting:** Wednesday 19 October 2016 at 6.30pm.