

**NEW ORFORD TOWN TRUST  
REGISTERED CHARITY 1053729**

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

**Minutes of the 206th meeting of the New Orford Town Trust held on  
Wednesday 15 March 2017, at 6.30pm in Orford Town Hall**

**MINUTES**

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

**1. Apologies for absence**

Apologies were received from Cllrs J Howard and P Smith.

**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 M Green (allotment 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 M Smy: allotment holder, plot holder, mooring holder.

**3. Minutes of the 205th meeting held on 15 February 2017**

After one amendment (item 7, under MCZ, change 'They are carrying out more smelt surveys' to 'Natural England are carrying out more smelt surveys') these were agreed and signed as an accurate record.

**4. Matters arising from the 205th meeting held on 15 February 2017**

- Cllr J Robinson reported that Rindy Frost wished to proceed with taking on an area at the end of the boatyard, and will submit plans to NOTT for approval.
- It was commented that the quay slipway is very muddy, and the Quay Warden has been asked to clean it. This is normally done when necessary. It was commented that a pressure washer might be useful for this job.
- The Clerk reported that Kerway hoped to begin work on the resurfacing of the car park on 27 March. It had been hoped that the work would be completed by the school Easter holidays, but this may now not be the case.
- Cllr M Finney reported that there had been a staff change at the National Trust. He also commented that Bill Jenman (Touching the Tide), who had arranged a donation to the Orfordness Memorial, had become concerned about the lack of progress on this. The Clerk reported that she had had a letter from SSAFA asking to be involved in any dedication ceremony that might take place. Cllr M Finney took the letter to pass on.
- The Clerk reported that she had ordered the 'Deep water' signs for the pond area but that they had not yet been received.

**ACTION Clerk to chase the above**

- The Chairman has not yet written to Natural England regarding NOTT's management of its area of the river, but will do so.

**5. Treasurer's report**

Cheques and balances from 1-28 February 2017  
These were accepted and signed by the Trustee.

**6. Committee reports**

Minutes of an **Estates/Highways** meeting held on 23 February 2017

The Chairman reported that bookings had been good for the current financial year. Cllr M Finney asked the Committee to look into dimmable lighting for the Main Hall.

Re kitchen windows in Bakers Lane, the Clerk explained that several quotes had been obtained when the bathroom windows were replaced, and that the Committee had chosen the cheapest one. The Committee and tenants were pleased with his work, so he was being approached to quote for replacing the kitchen windows.

A Councillor commented that one allotment in Bakers Lane was beginning to look untidy. The Clerk will talk to Ian Castle about this, and see if he thinks a letter should be sent out to the person in question. A general letter goes out each year with the invoices, asking allotment holders to be mindful of others, and to keep weeds down so they don't go to seed and affect neighbouring plots.

The Clerk will be ordering new toilet roll dispensers for the QSCP toilets and will be discussing with the Highways Committee the ordering of soap dispensers as well.

Minutes of a **Riverside** meeting held on 6 March 2017

Cllr J Robinson reported that he had met with Rindy Frost, who was getting further information from SCDC re rates, and would be putting together a plan of what he would like for NOTT to approve before proceeding.

Cllr J Robinson reported that the Quay users' meeting had gone well, and that the Committee was looking at things which had come up.

Cllr M Finney reported that the filming had gone well on the Quay.

The Clerk reported that as yet she had received nothing from BT regarding the CCTV camera on BT's pole.

Cllr M Finney reported that Alison Andrews (Chair of the Alde and Ore Association) would be co-ordinating a response to the proposed MCZ, and that he did not anticipate there being a meeting about this, but that it would be done in writing.

Cllr M Finney reported that following comments at the Quay users' meeting, he had looked at the area of the Quay where water is collecting. He thought it would be difficult to drill a drainage hole through to the edge due to the nature of the structure, and we would not want to cause any damage to the inside of the Quay. It only really causes a problem in icy weather. It was suggested that the area could be built up instead.

Cllr M Finney had looked at where a sign might be placed re supervision of children, and he felt that the railings at the top of the steps on the front of the quay would be the best position. The Clerk will measure up and order this.

**ACTION Clerk to measure up and order**

Cllr J Robinson reported that he had met with Darren Worne to ask for a quote to scrape off an area at the end of the boatyard, lay a membrane and put down crushed concrete. The Clerk will forward the quote once received.

Cllr J Robinson reported that there was some shingle left over from the Sailing Club dinghy park, and that it would be placed on NOTT's dinghy park as a trial to see if it is useful.

The Clerk will be getting a quote from Kiwi Fencing for a fence between the boatyard area and OSC.

## **7. General Trust business**

- NOTT insurance, quote for consideration: the quotation from Scrutton Bland was for

£4886 for the general insurance and £344 for the Trustees liability insurance. It was agreed unanimously to accept this quote.

- The Clerk reported that it had been some years since an insurance valuation of NOTT's properties had taken place, and it was agreed to ask Clarke and Simpson to come and carry out a valuation
- Stony Ditch: Cllr I Thornton reported that Cllr M Iliff had put together a letter to Iain Mills at Crown Estates, and this had been sent off.
- National Trust lease: add boatyard storage to lease; consideration of lease start date and term: the Trustee considered the National Trust's repeated request for a longer lease, but agreed that a 6-year term was what it would offer. Given that the lease has not yet been signed, even though negotiations began some years ago, the Trustee agreed unanimously that it would be happy with a start date of 1 April 2017 on the lease. The Trustee agreed to include the boatyard space in the contract, but wanted it to be clear that if boatyard fees increased then that charge to National Trust would be increased too. The Trustee asked the Clerk to ascertain what costs had been incurred at Birketts re National Trust lease, and suggested that the Trustee might ask the National Trust for a contribution to these, as the matter has been do drawn out. The Trustee considered what to do if the National Trust requested a reversionary lease, but agreed unanimously that it would not consider this as it would be too restrictive to NOTT.

**ACTION Clerk to inform Birketts of the above**

**8. Correspondence**

There was none.

**9. Items for next meeting**

No items were suggested.

The meeting ended at 7.20pm.

**10. Date of next meeting: Wednesday 19 April 2017 at 6.30pm.**