

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 207th meeting of the New Orford Town Trust held on
Wednesday 19 April 2017, 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, P Smith, M Smy. Clerk and Treasurer in attendance

1. Apologies for absence

Apologies were received from Cllr J Robinson (family 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 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; 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 206th meeting held on 15 March 2017

These were agreed and signed as an accurate record.

4. Matters arising from the 206th meeting held on 15 March 2017

- The Clerk will be measuring up for the signs on the front of the Quay.
- Work on the end of the boatyard: Cllr M Smy commented that it was important that rain water was able to run away into the pond. He also commented that we didn't know exactly what was in the spoil, and that it could be contaminated. Cllr I Thornton suggested that a concrete base could be put on top. Cllrs M Finney and M Smy agreed to meet with D Worne and Kerway to discuss what might be done.

ACTION Clerk to arrange meeting as above

- The Clerk reported that the new toilet roll and soap dispensers for the QSCP toilets had arrived.
- Cllr J Robinson reported that there we no OSC shingle left after putting some on the track and the top of the foreshore.
- The Clerk will get a quote from Kiwi for a fence and gate at the OSC end of the boatyard.

5. Treasurer's report

- Cheques and balances from 1-31 March 2017
These were accepted and signed by the Trustee.
- Banking: the Treasurer reported that the credit card machine was now up and running at the Quay Office. She also reported that she had looked into getting online banking set up for NOTT. Currently, NOTT has bank accounts with Barclays and Santander, and money can be paid in at the local Post Office. However, Santander does not operate an online account with dual signatories (which the Charity Commission says we must have), and experience with setting up an online Barclays account for another organisation shows that this is not easy, and can cause complications for signatories who have personal accounts with that bank. However, Unity Trust Bank seems to offer everything that NOTT needs. It is an independent bank, operates online only, and we can continue to pay money into the Post Office. There is a small set monthly fee, but no other charges, unless turnover is

more than £100,000, and the Treasurer can ensure that we do not go over this amount. After discussion the following was proposed by Cllr I Thornton: that from after the NOTT AGM in May, a new account should be set up with Unity Trust Bank, and that £20,000 should be transferred to that account immediately; that NOTT should retain its accounts with Barclays and Santander. This was seconded by Cllr M Finney and agreed unanimously.

6. Committee reports

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

The Clerk reported that letters had gone out to 2 allotment holders re weeds.

Cllr J Howard reported that he had met with someone in the village about holding *pétanque* matches on the Quay Street car park. The matches would be held in the early evening, and the area would be marked out with thick rope. It was suggested that it should be ascertained that they have public liability insurance in place, and that the metal balls would not damage the car park surface.

No **Riverside** meeting this month

7. General Trust business

- Stony Ditch: To date, no reply has been received from Iain Mills (Crown Estates) re Stony Ditch.
- Any new information re MCZs: Cllr M Smy reported that he had looked at a document relating to an MCZ at Beachy Head, where restrictions were put in place, seemingly without consultation. It was commented that Natural England only put forward factual information and that IFCA decides and enforces any restriction measures. The Clerk reported that at the January NOTT meeting when Natural England and IFCA had attended, Luke Godwin had said that there would be engagement with local stakeholders before any restrictions were put in place. It was pointed out that NOTT was in an unusual position, as private owners of an area of riverbed. Cllr M Smy has been trying to gauge local opinion on the proposed MCZ, and has urged people to write to Therese Coffey with their opinions. It was reported that one wildlife organisation has sent out a flyer urging people to support the proposal. After further discussion, it was agreed that the Clerk should contact Natural England to ask how the election might affect the timetable for designation. The Chairmen commented that we must make people aware of the facts.
- Proposed plans from Rindy Frost: none available at this time

8. Correspondence

- Request from Orford Museum to reproduce documents in forthcoming publication: this was agreed by the Trustee.
- Email from Screen Suffolk re registering of NOTT assets: the Clerk reported that Screen Suffolk had sent through some information about registering areas under NOTT ownership as private film locations. After some discussion the Trustee agreed to proceed with this, under the 'Gold' service level agreement (where Screen Suffolk deals with all enquiries and logistical arrangements, and collects fees). The Trustee wished to register the Town Hall, Quay, riverside area, Quay Street car park and Quay Meadow.
ACTION Clerk to action as above
- Re Deed of assignment re oil spill: the Clerk has had notification that the Deed of Assignment will come shortly. This would enable payment of invoices relating to the oil spill, and loss of income to NOTT, and enable the insurers to pursue the driver to recoup this money. It was agreed that the Clerk should sign this Re defibrillator in Orford Town Hall: Audrey Boyle had asked if a defibrillator could be sited in the Town Hall if funds were raised to purchase it. Cllr P Smith had spoken to Ms Boyle about this. After discussion The Trustee did not feel that it could give permission for this; , and the Trustee also felt that having a defibrillator which could be easily accessed by anyone in the hall had the potential to cause serious problems through possible misuse or abuse. However, the Trustee would be happy for Ms Boyle to bring a defibrillator for her own use during

classes, as long as she took full responsibility for it, and it did not remain in the Town Hall when she was not there.

- The Clerk reported that new regulations regarding Data Protection were coming into force and that NOTT would now have to register at a cost of £35 per annum. The Trustee agreed to this.
- Email from police re anti-social use of the Quay Street car park: this was discussed by the Parish Council at a previous meeting, and it was not felt that further discussion was needed.
- Re request for a tractor rally to visit the Quay Street car park: the Clerk had received an email asking if around 40 tractors could come to the Quay Street car park for a lunch stop on Sunday 28 May, for around an hour, with a burger van. It was commented that the back area of the car park would need to be cordoned off to allow room for the tractors, and that revenue might be lost as cars would not be able to use that area for parking. It was agreed that the tractors should be asked to pay in advance, and the area could be reserved for them. The burger van should only serve food for the tractor drivers, and not to the public.

ACTION Clerk to respond as above

9. Items for next meeting: year-end accounts

The meeting ended at 8.05pm.

10. Date of next meeting: Wednesday 17 May 2017 at 6.30pm