

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the Annual General Meeting (meeting no 218) of the New Orford Town Trust held on
Wednesday 16 May 2018, at 6.00pm in Orford Town Hall**

MINUTES

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

1. Election of Chairman of the New Orford Town Trust for 2018/19

Cllr J Howard proposed Cllr I Thornton, seconded by Cllr R Mallett and agreed unanimously.

Election of Vice Chairman of the New Orford Town Trust for 2018/19

Cllr R Mallett proposed Cllr M Smy, seconded by Cllr J Howard and agreed unanimously.

2. To appoint sub-committees: Riverside and Estates/Highways

It was agreed to keep the membership of the sub-committees as they are:

Riverside: Cllrs M Golder, A Macro J Robinson, P Smith, M Smy, I Thornton

Estates/Highways: Cllrs D Brenchley, M Green, J Howard, M Iliff, R Mallett, and a vacancy

3. Apologies for absence

Apologies were received from Cllr A Macro (illness) and J Robinson (family commitment).

4. Declarations of interest

Cllr D Brenchley: allotment holder and works with a fisherman; Cllr M Golder: relative lives in Bakers Lane cottage; Cllr M Green (allotment holder); Cllr J Howard: Commodore of Orford Sailing Club, plot holder; Cllr M Iliff: member of Orford Sailing Club; 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.

5. Minutes of the 217th meeting held on 18 April 2018

These were agreed and signed as an accurate record.

Minutes of a Finance and General Purposes meeting held on 2 May 2018

Minutes of an Extraordinary meeting held on 9 May 2018

These were agreed and signed as an accurate record.

6. Matters arising from the 217th meeting held on 18 April 2018

- Cllr J Howard reported that he had heard no more from Mr Murphy or Mr Frost.
- The Clerk reported that she had received a funding update from the Tennis Club, who had received grants from Pump Street Bakery and County Councillor Andrew Reid. D Paterson was still waiting to hear from District Councillor Ray Herring and Sizewell Community Fund, but the current shortfall is £1000. The Trustee agreed to consider this at the next meeting when it hopes that the outcome from Mr Herring and the Sizewell fund will be known.

7. Treasurer's report

- Cheques and balances from 1-30 April 2018
These were agreed and signed.

8. Committee reports

- Minutes of an **Estates/Highways** meeting held on 10 May 2018

- Minutes of a **Riverside** meeting held on 30 April 2018
 - It was reported that the shingle was being delivered and spread the following day.
 - The Committee reiterated that no commercial fishing licences were given to people living outside Orford.

9. Consideration of NOTT advisors: I Castle for allotments: this was agreed unanimously by the Trustee

- **Renewal of preferred contractors:**
 - Mark Thacker as handyman: this was agreed unanimously by the Trustee.
 - Elite for tree inspections and work: this was agreed unanimously by the Trustee.
 - Suffolk Coastal Norse for grounds maintenance (ie Quay Meadow, QSCP) etc: this was agreed unanimously by the Trustee.

10. General Trust business

- Clerk's report on outstanding matters: GDPR professional advice needed. Following the recent Finance and General Purposes Committee where the Clerk and Treasurer felt that professional advice should be sought, the Clerk had received a quote from the DPO Centre. They would charge £360 plus VAT for a morning session with follow up advice on procedures/training etc. The Trustee agreed unanimously to proceed with this.
- Orford Ness Memorial: update. The Clerk had heard back from the National Trust that Sunday 15 July would be a better date for them, and it was agreed that this date would work for NOTT. The Clerk will proceed with arrangements and keep the Trustee informed.

11. Correspondence

- A letter had been received from Backhouse Maintenance Services (John Backhouse) offering his services for a variety of work (including fencing, pressure washing and general maintenance work). The Trustee agreed to keep Mr Backhouse's details on file and get in touch with him for a quote when a suitable job comes up.

12. Items for next meeting: Orfordness Memorial, Standing Orders, Financial Standing Orders, Village Fund applications

The meeting closed at 6.30pm

13. Date of next meeting: Wednesday 20 June 2018 at 6.30pm