

**NEW ORFORD TOWN TRUST  
REGISTERED CHARITY 1053729**

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

**Minutes of the 231st meeting of the New Orford Town Trust held on  
Wednesday 18 September 2019, at 7.30pm in the New Room of Orford Town Hall**

**MINUTES**

Present: Cllrs I Thornton (Chairman), S Backhouse, F Barnwell, M Green, J Howard, M Iliff, A Macro and R Mallett. Treasurer and Clerk in attendance.

**1. Apologies for absence**

Apologies were received from Cllrs P Smith and M Smy (family commitment).

**2. Declarations of interest**

Cllr S Backhouse: has a relative who lives in Bakers Lane cottages, dinghy on the foreshore, river user; Cllr F Barnwell: member of Orford Sailing Club, mooring holder and river user, allotment holder; Cllr M Green: allotment holder, and Secretary and supplier to Orford Country Market; Cllr J Howard: member of Orford Sailing Club, plot holder, mooring holder and river user; Cllr M Iliff: member of Orford Sailing Club; Cllr A Macro: allotment holder, Manager and 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.

**3. Minutes of the 230<sup>th</sup> meeting held on 17 July 2019**

These were agreed and signed as an accurate record.

**4. Matters arising from the 230<sup>th</sup> meeting held on 17 July 2019**

There were no matters arising.

**5. Treasurer's report**

- Cheques and balances from 1-31 August 2019  
These were agreed and signed by the Trustee.
- Signatories for NOTT bank accounts: after the resignation of Michelle Golder, NOTT needs and additional signatory for its bank accounts. Cllr F Barnwell agreed to do this.
- Draft Annual Accounts for the year ended 31 March 2019, from Scrutton Bland, for approval. The accounts contain one small amendment to those already agreed by the Trustee, and were agreed unanimously.

**6. Committee reports**

- Minutes of an **Estates/Highways** meeting held on 25 July 2019  
Minutes of an **Estates/Highways** meeting held on 5 September 2019  
Ice cream van site. It was commented that some issues had arisen during the busy summer period with cars not being able to exit the car park as the ice cream van was parked on the surface of the car park. It was agreed that the Chairman will ask him to make sure he is on the green when it is busy, and ask him to make sure his generator is tucked away. He is moving his van from time to time to avoid wearing out the grass in one area.

Quay Street car park, resurfacing/relining: the Trustee acknowledged that resurfacing and lining the car park would be a huge expense that it would take a very long time to recoup through increased car park takings, as lining wouldn't create that many additional spaces. It was agreed that cars and trailers should be encouraged to park in the rear car park, and it was suggested that something about this could be put on the car park machines, and perhaps something put in the riverside renewals when they are sent out in the spring. This might help to ease some of the congestion in the front area of the car park. Cllr I

Thornton proposed that the Trustee should shelve the idea of resurfacing/lining for the time being. This was seconded by Cllr F Barnwell and agreed unanimously.

- **Minutes of a Riverside meeting held on 17 September**

Shelter for Chantry: the Riverside Committee wishes to erect a shed in which Chantry can be stored over the winter. The original suggestion had been for a shed 4m x 10m, but the Committee had agreed that a bigger one (6m x 12m) would give scope for storage. Cllr J Howard explained that making the shed any wider would mean that cross beams would be needed to help keep the structure stable, meaning that Chantry would not be able to get into the shed. After discussion the Trustee agreed that a shed 4m x 12m would still give enough storage, and asked if Cllr J Howard could draw up new plans, with windows to add light. Planning permission will need to be applied for, but it was agreed to get quotes for a suitable concrete pad on which to build a shed. It was suggested that a 6-inch raised plinth with a slope at the front to enable a trailer to be easily moved in, would be suitable. Cllr J Howard agreed to source three quotes for this. If the concrete pad is already in place, once planning consent has been obtained, then work could start quickly.

The Riverside Committee had not budgeted for expenditure on this, but as NOTT has budgeted a surplus for this current year, the Trustee agreed that it would proceed with it.

## 7. **General Trust business**

Draft Trustee's report: Cllr F Barnwell proposed that the Trustee's report should be agreed, with one amendment relating to the Designated Funds. This was seconded by Cllr I Thornton and agreed unanimously.

## 8. **Correspondence**

Letters of thanks for donations, from:

Orford PCC, Citizens Advice, EACH, Orford Recreation Ground Management Committee, Suffolk Accident Rescue Service, East Anglian Air Ambulance, Fresh Start New Beginnings, Firefighters Charity, RNLI

The Clerk had received correspondence regarding a proposed Orford and Gedgrave Good Neighbour Scheme. Cllr A Macro explained that several local villages have schemes in operation. It is a voluntary initiative run by a group of local residents who want to help their people in their locality to enjoy a better quality of life by offering them support with everyday tasks, such as filling in forms, lifts to the hospital or doctors, company and a chat etc. Around 10 volunteers have come forward already, and an initial survey would need to be carried out to check if there is a demand for such a scheme. This will cost in the region of £100. After that, set up costs should be in the region of £600-£800 which would cover things like insurance, DBS checks, advertising, installation of a phone line etc. There may not be enough information available to discuss a grant from the Village Fund at the next meeting in October, but February (the next time Village Fund applications will be considered) may be too late to get things moving. The Trustee felt that this was an important village-centred initiative and agreed that it was something it wished to support wholeheartedly. Cllr I Thornton proposed that NOTT should award an initial grant of £1000 from the Village Fund, as well as an annual donation of £200-£300 to cover ongoing costs. This was seconded by Cllr J Howard and agreed unanimously.

## 9. **Items for next meeting**

Designated Funds policy, Village Fund applications

The meeting ended at 8.20pm.

## 10. **Date of next meeting:** Wednesday 16 October 2019 at 6.30pm.