

**NEW ORFORD TOWN TRUST  
REGISTERED CHARITY 1053729**

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

**Minutes of the 244<sup>th</sup> meeting of the New Orford Town Trust held on  
Wednesday 16 June 2021, at 6.30pm, via Zoom**

**MINUTES**

**Present:** Cllrs I Thornton (Chairman), S Backhouse, M Green, J Howard, M Iliff, A Macro, R Mallett, P Smith and G Wingrove. Treasurer and Clerk in attendance.

**1. Apologies for absence**

Apologies were received from Cllr C Ambury (unexpected work commitment), F Barnwell (away), M Green (work commitment) and M Smy (work commitment).

**2. Acceptance of apologies**

The above apologies were accepted by the Trustee.

**3. Declarations of interest**

Cllr S Backhouse: relative lives in a Trust property, 2 close relatives are employees of NOTT; 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; A Macro: allotment holder, supplier to Orford Country Market, Chairman of the Recreation Ground Charity, Chairman of the Orford Good Neighbour Scheme, and married to a quay user (fisherman); Cllr R Mallett: relative of an allotment holder, partner is an employee of NOTT; Cllr P Smith: mooring holder, river user and member of Orford Sailing Club; Cllr I Thornton: boatyard user and river user; Cllr G Wingrove: boatyard user, river user, and married to an allotment holder.

**4. Minutes of the 243rd meeting held on 12 May 2021**

These were agreed as an accurate record.

**5. Matters arising from the 243rd meeting held on 12 May 2021**

- Filming on the quay: the Clerk reported that she had met with representatives of the film company to discuss arrangements for filming. At the moment it is anticipated that filming will take place during the last week in July or the first week in August. The Clerk has informed the commercial quay users who may be affected by the filming and will update them and the trustee with more information when it becomes available.
- Area of land outside Pinneys: after the last meeting Cllr J Howard met with a representative from EFM Surfacing Contractors to discuss what work needed to be done on this area. The quote had been received and circulated to all members of the Trustee. As agreed at the last meeting, a decision on which contractor to use had been made via email, and the Trustee agreed to go with the cheaper quote from EFM. Cllr J Howard had spoken to them that afternoon and they had advised that they were busy for a few weeks, but Cllr J Howard will contact them when he returns from holiday in July and it was agreed that they should be asked to carry out the work asap. The work won't affect the highway, but it was agreed that the Trust should wait for scaffolding on a building in Quay Street to be taken down before undertaking the work near Pinneys.
- The Clerk reported that after the last meeting she had submitted a listed building application to put up two swift boxes on the side of the Town Hall in Bakers Lane, opposite the old smokehouse. The outcome is still pending and the latest date that a decision should be given is 14 July. If the application is successful then the Clerk will

liaise with Cllr P Smith about getting the swift boxes put up.

- A member of the Trustee asked when the potholes would be filled in in the car park. The Clerk will contact Kerway to find out.
- After the recent lining on the car park when the shingle was swept up and put at the back of the car park, the Chairman asked what was going to be done about this. Does the trustee wish to re-spread it? It was commented that the number of messing around by drivers in the early hours of the morning had decreased. The Trustee agreed to leave things as they are at the moment and re-consider this at the next NOTT meeting.

## 6. Treasurer's report

- Cheques and balances from 1-31 May 2021  
These were agreed by the Trustee.

## 7. Committee reports

- No Estates meeting: although there had been no meeting Cllr M Iliff reported that Mr R Baker from GW Smith builders had met with herself, Cllr J Howard and the Clerk at the Town Hall to look at the dormer windows. He saw the problem with rust at the bottom of the opening windows and said that the profile and design of the window had meant that the frames were sitting in water, which had no means of draining away, and had therefore rusted and caused leaks. After consideration he felt that the best way to proceed would be to consider getting new metal frames and glazing. This could be galvanised and powder coated, and a new profile considered so that any water can drain away. NOTT would need to consult the planning department to see what would be acceptable to them and if planning permission was required (the Town Hall being a grade II listed building). Mr Baker said that it might be possible to reuse the existing frames, with the bottom, rusty edge being taken off, and a new one attached. However, this would leave the rest of the frame open to causing more problems down the line. In addition, he estimated that the cost of re-using parts of the existing frame and glazing might be up to twice the price of new windows. He reported that Crittall Windows (steel-framed window manufacturer) currently has a backlog of even giving quotes for products so although he would endeavour to give an estimate for the work, this would not happen very quickly. In addition, prices are changing all the time. The Trustee will wait for a guide on price before proceeding.
- No Riverside meeting

## 8. General Trust business

- Agreement of sub-committee membership: it was agreed to leave Committee membership as it stands. The Riverside Committee will endeavour to meet on a Tuesday evening, rather than a Monday, to enable all members to attend.
- Agreement of preferred contractors: the Trustee agreed the following preferred contractors: Mark Thacker (handyman), Curles electricians, Elite Tree Services and Pat Magennis (plumber). These contractors all offer NOTT good service and value for money.
- Consideration of small grants/donations:  
After discussion the following donations were agreed:

Orford Recreation Ground Management Committee	£200
Orford Methodist Church (Quay Service)	£50
Suffolk Accident Rescue Service	£50
East Anglian Air Ambulance	£200
Orford Lay Responders	£200
The Fire Fighters Charity	£200
Leiston, Saxmundham and District Citizens' Advice Bureau	£100
League of Friends of Aldeburgh Hospital	£200

Fresh Start – new beginnings	£50
RNLI (specifically for Aldeburgh, if possible)	£100
East Anglian Children’s Hospice	£200
St George’s flag for church	agreed ongoing annual donation, usually around £125

NOTT has previously agreed to cover expenses for the Good Neighbour Scheme, and the Trustee approved a small increase in the cost of the phone line.

- The Trustee is aware that Bolton Bros have now withdrawn the paper/cardboard recycling facility at the Quay Street car park as it is no longer financially viable. The Clerk will put this information in Village Voice so that parishioners are aware that they should now use their blue-lidded recycling wheelie bin for this.
- Zoom: NOTT is currently using the Parish Council’s Zoom account for meetings, but the Parish Council is no longer allowed to meet remotely. It was agreed that NOTT should register for Zoom at a cost of £14.39 per month so that the Parish Council can end its subscription.

## 9. Correspondence

- Donation of painting by Jeremy Rugge-Price, and letter from parishioner about this: Mr Rugge-Price has offered NOTT another painting for the village (previously a painting of the Lighthouse has been given), and NOTT was happy to accept this on the village’s behalf. The current painting is in the Town Hall office, but there are plans to move it out of there so that more people can see it. The Clerk will write to Mr Rugge-Price to thank him for his gift, and let him know that it and the lighthouse painting will be displayed somewhere where members of the public can see it.
- Request from the Parish Council for NOTT to pay for the band at the Village Feast in August 2021: NOTT had previously agreed to pay for the band at the 2020 Village Feast which was cancelled due to Covid, and the Trustee agreed that it should pay for the band this year, at a cost of £660.
- The Clerk had received correspondence from the new owner of The Watch House who had asked permission to place a skip in plot 2 whilst work was being carried out on the property. The Clerk had been in touch with the Riverside Chairman and the Quay Warden, who felt that a skip could be put directly behind the Quay Office without impeding access to any of the sheds. The Trustee was happy to give permission for this.
- The Chairman had previously suggested that NOTT could consider giving a donation to the church in lieu of the Parish Council’s donation, but it was agreed by the Trustee not to do that this year, as it is already in the Parish Council’s budget.

## 10. Items for next meeting

2 policies (carried over from May meeting)

The meeting closed at 7.11pm.

## 11. Date of next meeting: Wednesday 21 July 2021 at 6.30pm, via Zoom