

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 246th meeting of the New Orford Town Trust held on
Wednesday 15 September 2021, at 6.30pm, via Zoom**

MINUTES

Present: Cllrs M Iliff (Vice Chair), C Ambury, A Macro, R Mallett, M Smy, P Smith and G Wingrove.
Treasurer and Clerk in attendance.

1. Apologies for absence

Apologies were received from Cllrs S Backhouse and M Green (work commitments), and Cllrs J Howard and I Thornton (holiday).

2. Acceptance of Apologies

The apologies were accepted by the Trustee.

3. Declarations of interest

Cllr C Ambury: mooring holder, plot holder and river user; Cllr M Iliff: member of Orford Sailing Club; A Macro: allotment holder, Manager and 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 of an NOTT employee; Cllr P Smith: river user and member of Orford Sailing Club; Cllr M Smy: allotment holder, plot holder, mooring holder; Cllr G Wingrove: boatyard user, river user, and married to an allotment holder.

4. Minutes of the 245th meeting held on 21 July 2021

These were agreed as an accurate record.

5. Matters arising from the 245th meeting held on 21 July 2021

- The Clerk reported that Cllr J Howard had met with EFM Surfacing Contractors regarding the potholes in the QSCP. He had put a quote in and this will be discussed by the Highways Committee. If the Committee agrees with the quote then they can carry out this work and the work to the surface outside Pinneys, at the beginning of November.
- The Clerk reported that she had chased East Suffolk Council for a decision on the swift box application. The planning officer had emailed to say that she was minded to approve the application, but the Clerk has not yet received written confirmation. The Clerk will chase this.
- Cllr M Smy agreed to trim the grass area between the path in Bakers Lane and the allotments.

6. Treasurer's report

- Cheques and balances from 1 July-31 August 2021
These were agreed by the Trustee. The Clerk will check if a certificate has been issued following the service of the wood burner at 39 Potkins Lane.

7. Committee reports

- No Estates meeting
- Minutes of a Riverside meeting held on 10 August 2021
Further to the Riverside meeting Cllr M Smy reported that he had had a meeting with the National Trust and RSPB about this year's issues with speeding in the river. Everyone

has agreed to work together to try and educate river users. Leaflets will be sent out with NOTT renewals next year, and the National Trust will engage with Aldeburgh Yacht Club.

8. General Trust business

- Photocopier/printer – end of contract, options: at the last meeting the Trustee had agreed that they wished to have paper copies of documents, so the Clerk had got a new quote to reflect this usage. The new quote from Netbox comes in at £199.63 per quarter plus VAT for a 5-year agreement. This is around £40 per quarter plus VAT cheaper than the current agreement. It was agreed unanimously that the Trustee should go ahead with this.
- Policies for agreement: Investment Policy and Designated Funds Policy. Both policies were agreed unanimously.

9. Correspondence

- Emergency planning – letter requesting permission to use Orford Quay and Quay Street car park for training exercise in November. District Emergency Planning Officer Peter Langford had emailed asking for permission to use the Quay and car park for a training exercise on 10 and 11 November, with some equipment being delivered on 9 November. The training will be delivered in conjunction with Suffolk County Council and the MCA and it is planned to update the marine pollution training. When the Clerk had spoken with Mr Langford she had stressed that quay activities must be able to continue during the training. The Trustee agreed unanimously that this should be allowed.

10. Items for next meeting: Trustee's report

The meeting ended at 6.55pm.

11. Date of next meeting: Wednesday 20 October 2021 at 6.30pm.