

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 250th meeting of the New Orford Town Trust held on
Wednesday 16 February 2022, at 6.30pm, in the New Room of Orford Town Hall**

MINUTES

Present: Cllrs I Thornton (Chairman), N Addy, C Ambury, M Green, J Howard, M Iliff, K King, A Macro, R Mallett, P Smith and G Wingrove. Treasurer and Clerk in attendance.

1. Apologies for absence

Apologies were received from Cllr Backhouse (work commitment).

2. Acceptance of Apologies

The above apology was accepted.

3. Declarations of interest

Cllr N Addy: mooring holder and river user; Cllr C Ambury: mooring holder, plot holder and river user; 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; K King: plot holder, dinghy licence holder and river user; 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 of an NOTT employee; Cllr P Smith: 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 249th meeting held on 19 January 2022

These were agreed and signed as an accurate record.

5. Matters arising from the 249th meeting held on 19 January 2022

There were no matters arising.

6. Treasurer's report

- Cheques and balances from 1 -31 January 2021
These were accepted and signed by the Trustee.

7. Committee reports

- Minutes of an Estates meeting held on 27 January 2022
Cllr J Howard reported that the Estates Committee had agreed that complete replacement of the upper dormer metal windows was not desirable, and would be prohibitively expensive. It was agreed that it would be better, financially and environmentally, to look to re-use the existing ones.

Cllr J Howard had taken one of the windows, as requested by the Estates Committee, to be acid dipped at Peggs to remove the paint and rust. However, Mr Pegg had advised that he felt that grit blasting would be a better way to deal with the metal frames as there were still remnants of mastic/glue etc on them. The frame had been taken to a company in Parham and the metal frames (with the glazing removed and hinges and restraining stays taken off) had been sand blasted. This had removed the old paint and rust. Cllr J Howard had put new putty in and replaced the glazing and had given the

frames 2 coats of primer. It would be possible to refit the window properly into the existing wooden frame and paint with 2 coats of gloss paint. It was commented that the metal frames could be galvanised before painting. He commented that the Estates Committee would discuss putting together a spec for contractors so that a decision could be made on proceeding with this. The Committee would need to put up scaffolding on both sides, outside the hall so they could be refitted properly.

The tenant of 2 Bakers Lane has given notice and will vacate the property at the end of February. An advert for the property will go on the Town Hall notice board, and in Village Voice. The Clerk has suggested a timeline for applications:

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| Advertise in VV | March 2022 |
| Application deadline | midday on Tuesday 15 March |
| Sub-committee meeting | 16/17 March |
| (to compile shortlist and agree who needs to be asked for further information) | |
| Further meeting of sub-Committee | 22 March |
| (to assess further information and agree a preferred tenant) | |
| NOTT meeting to ratify choice of tenant | 23 March |

The above timeline was agreed by the Trustee, and the sub-committee was agreed as Cllr M Iliff, C Ambury, M Green, J Howard and A Macro.

The Clerk reported that the gate to Quay Meadow had been repaired.

- Minutes of a Riverside meeting held on 1 February 2022
The Clerk reported that she would be meeting with the current and new Quay Wardens on Friday to discuss a start date for the new Quay Warden, and handover arrangements.

Shingle is needed on the dinghy foreshore, and it is understood that OSC will be ordering some this year as well. The Clerk will liaise with OSC to try and get all the spreading done at the same time.

Re signs on the Quay, it was agreed that the 'Danger – deep water' signs would be removed and replaced with those agreed at the Riverside Committee meeting.

8. General Trust business

- Housing Fund: the Chairman had met with Cllr M Iliff, the Treasurer and the Clerk to discuss how NOTT might put money into the fund. At the end of each financial year the Trustee looks at the surplus from the year and puts money aside into its designated funds (Riverside, Estates, Highways) for future major works on its assets, and if there is money left over, then some goes into the Village Fund. NOTT's property in Potkins Lane was bought with money donated to NOTT for the specific purpose of purchasing a property to be let out to people with strong local connections. It was suggested that if, after allocating money to the designated funds, there was enough money to do so, then the net profit from the Potkins Lane property should be put into the Housing Fund. This was proposed by Cllr M Iliff, seconded by Cllr A Macro and agreed unanimously.

9. Correspondence

Emails regarding electricity cable to Pettistree at the allotment track, Gedgrave Road allotments. This had previously been discussed at the November NOTT meeting, and NOTT had replied asking the home owner and UK Power Networks to look into other options for the cabling. Following a telephone conversation with the owner of Pettistree, the Clerk had explained NOTT's concerns about a long agreement for the cable, and about potential issues if NOTT ever wanted to develop the allotment area in the future. The owner had then sent another email (circulated to members of the trustee) explaining that other possible routes had

been looked into and deemed not to be possible, so he was contacting NOTT again. The suggestion was that an agreement would be in place for 12 months, with a 12-month notice period. It was agreed that Cllrs N Addy and J Howard would meet with the home owner on site to look at this. It was commented that the owner had purchased part of the rear garden of 122 Gedgrave Road and that in the event of NOTT giving agreement, the cable should cross over onto Pettistree land at the earliest opportunity. The Clerk will go back to UK Power Networks to get more answers about the practical implications of a 12-month notice period.

Email from Suffolk Coast and Heaths re Landscape Lens project: the Clerk reported that after NOTT had given agreement last year for this post to be sited on the Quay, the installation should take place in the next few months.

10. Items for next meeting: usual items.

The meeting closed at 7.15pm

11. Date of next meeting: Wednesday 23 March 2022 at 6.30pm.