

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 251st meeting of the New Orford Town Trust held on
Wednesday 23 March 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 (illness).

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, 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 250th meeting held on 16 February 2022

The Clerk reported that the shingle for the dinghy foreshore was due to be delivered the following Tuesday. She had been liaising with Rob Orford about ordering and spreading it, as OSC is also ordering some. Brett Aggregates, who have supplied NOTT's shingle previously, commented that they don't have 10-20mm shingle, so NOTT would have to order 40mm shingle. The Clerk had a photo of the product. It had been agreed that the Quay Warden would check what shingle was delivered for the Sailing Club on Monday, and if it was suitable, then the Clerk will ring and make payment for delivery on Tuesday. The plan is to order 60 tons to spread on the foreshore and on the track in front of the sheds. It was also agreed to spread some on the area up to the steps over the river wall.

6. Treasurer's report

- Cheques and balances from 1 -31 March 2022. The Treasurer apologised that these were not available.

7. Committee reports

- Minutes of an Estates/Highways meeting held on 8 March 2022 (attached)
Electric charging points in QSCP, update included in minutes

Cllr M Iliff commented that the Committee had come up with a plan to do some work to 2 Bakers Lane prior to letting.

Cllr M Iliff commented that a deer had been getting onto the Bakers Lane allotments, possibly through a hole in the Malletts Lane hedge. The Clerk will look into this.

Cllr N Addy updated the Trustee on the situation with the Town Hall dormer windows. He commented that all the contractors who had been to look at the windows had suggested that they should be replaced. He and Cllr J Howard had agreed that it would be a good idea to get a budget figure for replacement windows to enable the Committee to properly compare this with the costs of refurbishment. Cllr N Addy had approached Clement windows who said that as Orford was within 3 miles of the coast, Clement would not give any guarantees for any work.

Cllr N Addy had then approached Crittal, the only other manufacturer suggested by East Suffolk Council's Design and Conservation Officer, to try to get a figure. He had been in touch with their regional distributor, Metwin in Harlow. Metwin also deal with refurbishment of metal windows and would be able to give a quote to refurbish the existing windows as well as for new crittal windows. Cllr N Addy pointed out that it would not be realistic to think that work would be carried out this year. The existing windows have had additional mastic put in so that they will be watertight until work can begin.

It was felt that the 2 quotes referred to above would be good to have, but that another quote for a more 'low end' option should be sought, based on what has been done to one of the windows which had previously been removed, ie removing windows, removing the glass, grit blasting etc. This might be a cheaper option, but there will still be a number of costs involved for labour, scaffolding etc.

- No Riverside meeting

8. General Trust business

- NOTT insurance for 2022-23: the Clerk had received a quote from its broker, Scrutton Bland, for insurance, including Trustee's liability insurance of £1 million. Cllr K King proposed that the quote of £7204.47 should be accepted. This was seconded by Cllr N Addy and agreed unanimously.
- Request for installation of electric cable under Gedgrave Road allotment track, further info circulated. Various pieces of information had been circulated to the Trustee prior to the meeting. The most important thing to note was a change in the proposed wayleave agreement. A notice period of 12 months (with no minimum agreement term) had been agreed, but in the original agreement any costs related to moving the cable in the future would have been borne by NOTT. This has now been changed so that the cost would be met by UK Power Networks. The Trustee looked at the request and after discussion Cllr I Thornton proposed that NOTT should agree to the proposed route under the tyre track of the allotment track, before going into the garden at Pettistree. This was seconded by Cllr P Smith and agreed unanimously. In addition, it was agreed that NOTT would remind the property owners that while permission was agreed for them to use the allotment track to access their property for deliveries etc, NOTT had not agreed that contractors' vans should be able to park there. The Clerk will also seek clarification of what type of fence the property owners intend to install on the allotment boundary once the work has been completed (something which they agreed to when access permission was given).
- Village Voice distribution: the Clerk reported that a parishioner had suggested that residents of Sudbourne and possibly other nearby villages, might benefit from receiving a copy of Village Voice along with The Link each month. After discussion the Trustee agreed that the publication should only be distributed with The Link to properties in Orford and Gedgrave. Spare copies of VV are always available in the newspaper kiosk

and it can be downloaded from the NOTT website. The Clerk will put something in VV to make sure people are aware of this.

9. Correspondence

- Email from resident re electric charging points in Orford: it was agreed that the Clerk should reply that this was currently being looked into by NOTT.

10. Items for next meeting

The meeting closed at 7.20pm.

11. Date of next meeting: Wednesday 20 April 2022 at 6.30pm.