

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 255th meeting of the New Orford Town Trust held on
Wednesday 20 July 2022, at 6.30pm, in the New Room of Orford Town Hall**

MINUTES

Present: Cllrs I Thornton (Chairman), N Addy, C Ambury, 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 Cllrs M Green (work commitment) and K King (prior commitment).

2. Acceptance of Apologies

The above apologies were accepted.

3. Declarations of interest

Cllr N Addy: river user; Cllr C Ambury: mooring holder, plot holder and river user; 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 of an NOTT employee; Cllr P Smith: mooring holder, river user and member of Orford Sailing Club; Cllr I Thornton: river user; Cllr G Wingrove: boatyard user, river user, and married to an allotment holder.

4. Minutes of the 254th meeting held on 15 June 2022

These were agreed and signed as an accurate record.

5. Matters arising from the 254th meeting held on 15 June 2022

- Re Town Hall windows: Cllr N Addy reported that he had met with CAT Scaffolding in the week to look at the cost of erecting scaffolding for any work to the dormer window. To scaffold both sides of the Town Hall for a 6-week period would come in at £3840 inc VAT. If for any reason it needed to be left up for longer, then the cost would be an additional £192 per week. This quote seemed very reasonable. It is hoped that the windows could be removed internally using a scaffold tower, but even if this was not possible, the costs obtained so far for work to be undertaken by Metwin, plus 2 loads of scaffolding costs, would still come in at around £41K, which is still far below the 2 previous quotes for work. There may be some work needed to the timber sub-frame and/or the lead work, but it is hoped that the work could still come in under £50K.

It is hoped that work might be able to start next spring, though there is a booking for a wedding reception in May. Cllr N Addy thinks we could work round this by perhaps covering the windows with Perspex rather than wood boarding once the glazing is removed.

The Clerk confirmed that a permit would be needed for the scaffolding in Bakers Lane. The Clerk will draft an email to Robert Scrimgeour (East Suffolk Council's Principal Conservation Officer) and to the owner of the neighbouring property to get things moving.

After discussion Cllr I Thornton proposed that NOTT should proceed with getting the windows refurbished by Metwin, as per their quote, and to proceed with other arrangements for the job. This was seconded by Cllr G Wingrove and agreed unanimously.

- The Clerk reported that she had spoken with Heather Patrick re lay responders. Ms Patrick had advised the Trustee to keep for the time being the money allocated to them as a grant. She is having trouble getting people trained up in a timely manner and does not want to start trying to recruit more responders until problems with this have been sorted out. She would be happy to run some first aid training sessions in the Town Hall (which NOTT has said it would not charge for), and Cllr P Smith is planning on speaking to her.
- The Clerk has not yet sourced a new laptop for the Quay Warden, but will do so.
- The Clerk reported that Miles Water Engineering had been in touch, having clearly made alternative arrangements for the

6. Treasurer's report

- Cheques and balances from 1-30 June 2022
These were accepted and signed by the Trustee.

7. Committee reports

- No Estates/Highways meeting
- Minutes of a Riverside meeting held on 18 July 2022
 - Shingle: this has not bedded down as well as it has in the past and the committee is keeping an eye on this.
 - The Quay Warden gave a report and things are going well at the Quay. A new pump has arrived to aid with cleaning of the slipway, and the faulty wifi link should be fixed on Friday.
 - The Clerk will chase up new signage.
 - Cllr C Ambury commented that it is not clear when you get to the Quay that unattended parking is now allowed. There is a sign on Figgs Shelter, but many visitors seem not to see this. Cllr G Wingrove will speak to the Quay Warden about this, to discuss if an A board on the flagpole plinth might be the best solution.

8. General Trust business

- Update on electric charging points in Quay Street car park: the Clerk reported that she was in touch with EV Driver regarding this. The Clerk has some concerns that fast charging points (as opposed to rapid chargers which are faster) may quickly become outdated or obsolete, and EV Driver would look to make a 10-year agreement with NOTT. The Clerk will also look at some alternative providers with different business models to ensure that NOTT considers the best options.

10. Correspondence

- Email from parishioner re public internet access: a parishioner had emailed asking if NOTT would consider providing bookable access to a computer with wifi access to enable people to, for example, submit job applications or claim benefits. It was pointed out that when the New Room was first built, the intention had been to have an internet café but that when the build was complete, there had been no need for it. The Trustee felt that providing a PC would not be possible, but pointed out that Citizens Advice might be able to help with claiming benefits, that Woodbridge Library had a computer and wifi access, that lost of public cafes and buildings (including Pump Street Bakers and the Town Hall in Orford) had free public wifi. Additionally, if anyone needed access to a PC for a specific purpose, then the Good Neighbour Scheme might be able to help. The

Clerk will respond to the parishioner in question as above.

- Email from AOCP re meetings in Town Hall: in the past NOTT had allowed use of the New Room for AOEP meetings free of charge. Because of Covid meetings have been held virtually for over two years, but there is now a chance that meetings will return in person the issue has been raised. The group comprises representatives from several other parishes, and the Trustee agreed that it would not mind taking it in turns to host the meetings free of charge, if other venues also took their turn. The Clerk will contact the AOEP and reply.

11. Items for next meeting

- The Clerk wondered if NOTT would consider funding/hosting something to do with the Warm Rooms scheme which would provide a warm space for people to meeting to try to keep home fuel bills down. The Trustee was positive about this and the Clerk will meet with the Good Neighbour Scheme and discuss this before the next meeting.
- Shingle
- Quarterly accounts to 30 September 2022

The meeting ended at 7.03pm.

12. Date of next meeting: Wednesday 21 September 2022, at 6.30pm in the New Room