

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 271st meeting held on
Wednesday 20 March 2024, 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, A Macro and G Wingrove. Treasurer and Clerk in attendance.

1. Apologies for absence

Apologies were received from Cllrs A Greenwell (work commitment), K King (at a meeting representing the Parish Council) and R Mallett (health reasons).

2. Acceptance of Apologies

The above apologies were accepted by the Trustee.

3. Declarations of interest

Cllr N Addy: 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; Cllr 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 I Thornton: river user; Cllr G Wingrove: boatyard user, river user, and married to an allotment holder.

4. Minutes of the 270th meeting held on 21 February 2024

These were agreed and signed as an accurate record.

5. Matters arising from the 270th meeting held on 21 February 2024

- Cllr J Howard reported that he was waiting for EFM to supply an amended quote to repair the potholes in the Quay Street car park.
- The Clerk reported that the broadband at the Quay Office was now working again.
- Re car park signage, this was discussed at the Parish Council meeting last week and will be progressed by them.
- The Trustee confirmed that items for the Emergency Group should be purchased with money from the Village Fund.
- The Clerk reported that she had replied to the owners of Creek Cottage re the fence between the property and Quay Meadow.
- The Clerk reported that she had heard back from Plug In Suffolk, and the site in the car park for electric charging points will be included in their tender for work. A draft contract for NOTT to look through should be available in April.
- The Clerk reported that before proceeding with the additional CCTV camera a tree needed to be taken down, but the Clerk is having problems contacting the contractor which NOTT has agreed will carry out the work.

6. Treasurer's report

- Cheques and balances from 1-29 February 2024
These were accepted and signed by the Trustee.

7. Committee reports

- No Estates/Highways meeting: Cllr M Iliff reported that some of the front windows of the Bakers Lane cottages may need to be painted. Cllrs N Addy and J Howard agreed to take a look at this.
- No Riverside meeting: the Clerk reported that she had met with J Backhouse who will give a quote for clearing the brambles etc at the side and rear of Ferry Cottage in Street, as previously agreed by the riverside committee.

8. General Trust business

- NOTT insurance for 2024-25: Scrutton Bland had provided a quote of £8472.61 for NOTT insurance for the year (covering all areas of NOTT's assets and activities), a rise of 8% from the previous year. They had also recommended that NOTT should consider taking out a Cyber Insurance policy at an annual cost of £394.24, and had also suggested that the Trustee might want to consider increasing the amount of Trustee's liability Insurance from £1 million. After discussion Cllr J Howard proposed that the Trustee should accept Scrutton Bland's quote, taking out the Cyber Insurance and increasing the Trustee's liability insurance to £5 million, at an additional cost of £311.90. This was seconded by Cllr G Wingrove and agreed unanimously.
- Valuation of Trust properties for insurance: the Clerk reported that she had been informed by Scrutton Bland that NOTT's buildings should be valued for insurance purposes every three years, meaning that a revaluation is now due. The Clerk had obtained two quotes: from Hollins for £1500 plus out of pocket expenses plus VAT, and from Sedgwick for £1985 plus VAT. The Trustee agreed to go with Hollins. The Clerk will ask Bonhams for an updated valuation of the Town Hall paintings if this is also needed.

9. Correspondence: there was none.

10. Items for next meeting: usual items.

The meeting closed at 6.48pm.

11. Date of next meeting: Wednesday 17 April at 6.30pm