

**NEW ORFORD TOWN TRUST  
REGISTERED CHARITY 1053729**

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

**Minutes of the 234th meeting of the New Orford Town Trust held on  
Wednesday 22 January 2020, at 6.30pm in the New Room of Orford Town Hall**

**MINUTES**

Present: Cllrs I Thornton (Chairman), C Ambury, S Backhouse, F Barnwell, M Green, J Howard, M Iliff, A Macro, R Mallett, M Smy and P Smith. Treasurer and Clerk in attendance.

**1. Apologies for absence**

Apologies were received from Cllr G Wingrove (prior engagement).

**2. Declarations of interest**

Cllr C Ambury: mooring holder, plot holder and river user; Cllr S Backhouse: has a relative who lives in Bakers Lane cottages, dinghy on the foreshore, river user; Cllr F Barnwell: member of Orford Sailing Club, mooring holder and river user, allotment holder; 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; Cllr 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 in item 7 in particular), and married to a quay user (fisherman); Cllr R Mallett: relative of an allotment holder; Cllr P Smith: river user and member of Orford Sailing Club.

**3. Minutes of the 233rd meeting held on 20 November 2019**

These were agreed and signed as an accurate record.

**4. Matters arising from the 233rd meeting held on 20 November 2019**

- Re new Alde and Ore Community Partnership: Cllr F Barnwell commented that the agenda and papers have been circulated for the first meeting of this body on Thursday 30 January 2020 in Orford Town Hall. She reported that not all parishes have nominated representatives. She felt that there is a need to press as hard as possible for work to get started. While the meeting is open to the public, it is not a public meeting. The interim Chairman is Tim Beach, though it will be up to the new body to elect its own Chairman.
- The Clerk reported that the frame for Chantry's tent has now been put up. The Chairman thanked Cllr M Smy for his work on this so far, and Cllr M Smy reported that the Quay Warden is sorting out a team to put the cover on.
- The Clerk reported that the new cooker had been installed in the Town Hall kitchen.
- The Clerk reported that she had not yet done anything regarding Town Hall gutters.
- Cllr J Howard reported that he had looked with Ben Scopes at the corner of the Quay where the water tends to sit, and he suggested that a gulley and drain hole might be needed. The Chairman suggested that a simple drain hole with a grille might be sufficient. Cllr J Howard will look into this further.
- The Clerk reported that the fishermen were looking to fix the light on the hoist.
- The Clerk reported that with effect from the February issue Village Voice would be delivered with The Link magazine. This will mean that the copy deadlines will need to be brought forward, but these will be publicised in Village Voice.

**5. Treasurer's report**

- Cheques and balances from 1 November-31 December 2019  
These were accepted by the Trustee.
- Payment of water bills by Direct Debit  
The Trustee agreed to pay the three NOTT water bills by Direct Debit.

## 6. Committee reports

- Minutes of an **Estates/Highways** meeting held on 14 January 2020  
Town Hall dormer windows: Cllr J Howard summarised that B Scopes (builder) had taken a look at the high dormers. He suggested that they were badly installed when they were done, with no weep holes put in, cills that were made in such a way that water sits on them rather than running off, and that the windows fitted badly, with mastic being used to fill gaps Cllrs F Barnwell and J Howard will arrange to visit the planning department to discuss what might be acceptable as a replacement, given that the Town Hall is a grade II listed building. It was questioned whether NOTT accepted the cheapest quote for work to the windows when they were done. It is thought that it was. [After the meeting the Clerk looked back and found that this was not, in fact, the case.] Cllr J Howard commented that when any work is done he will make sure he looks at the roof, gutters etc to make sure that nothing is missed.
- No **Riverside** meeting this month

## 7. General Trust business

- Use of Orford Town Hall for VE day celebrations on Friday 8 May 2020: as these celebrations are taking place in May, it was felt that an indoor venue should be used and the Trustee agreed that the Town Hall could be used, free of charge for this event.
- Allocation of funds for Parish Council-organised community events: last year NOTT gave £600 for the band for the Village Feast. This year there are 3 community events (VE Day, Suffolk Day and Village Feast) and NOTT agreed to put aside £1000 from the Village Fund for these.

## 8. Correspondence

- Letter re use of Gedgrave Road allotment track as access for builders: the new owner of Pettistree will be undertaking major works once planning permission is granted, and has asked if he can use the allotment track to access the rear of the site. The Clerk has tried to ascertain what size vehicles it is anticipated will be using the track, but is yet to hear back from Mr Pearce. It is thought that the allotment track as it is would be suitable for vans, but not for heavier or larger vehicles. It was agreed that the Clerk and Cllr J Howard would meet with the homeowner to get more details. The Trustee decided that if it was to agree to use of the track then this would be for the duration of building works only, that the homeowner would be responsible undertaking any clearance necessary (trees etc), and that the track should be left in no worse a state than at the beginning of works. If larger vehicles wished to use the track, then some work may be required before building work begins, and this would be the responsibility of the householder.
- Request from Orford Museum for funding towards printing of Museum leaflet: the Museum needs to have a further 3000 leaflets printed at a cost of £661. NOTT has previously paid half of the cost of a previous print run. The Trustee agreed to pay £350 from the Village Fund towards the cost of this.
- Transfer of documents between NOTT solicitors: the Clerk reported that Kerseys (NOTT's former solicitors) had found some of NOTT's papers, and arrangements had been made for them to be transferred to Birketts.
- NOTT had been sent information regarding consultation on an application for a Marine Licence for work to be carried out on flood defences on Orford Ness. The Trustee had no comment to make.

## 9. Items for next meeting

Use of allotment track

The meeting ended at 6.58pm.

## 10. Date of next meeting: Wednesday 19 February 2020 at 6.30pm