

**NEW ORFORD TOWN TRUST
REGISTERED CHARITY 1053729**

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

**Minutes of the 277th meeting has been called for
Wednesday 20 November 2024, at 6.30pm, in the New Room of Orford Town Hall**

MINUTES

Present: Cllrs I Thornton (Chairman), N Addy, C Ambury, V Dunlop, M Green, J Howard, M Iliff, A Macro, S Moss and S Stoker. Treasurer and Clerk in attendance.

1. Apologies for absence

Apologies were received from Cllrs A Greenwell (work commitment) and G Wingrove (holiday).

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, member of Orford Sailing Club 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; Cllr S Moss: has a relative who lives in the Bakers Lane cottages; Cllr S Stoker: allotment holder; Cllr I Thornton: river user

4. Minutes of the 276th meeting held on 16 October 2024

These were agreed and signed as an accurate record.

5. Matters arising from the 276th meeting held on 16 October 2024

The Clerk reported that she was progressing with the electric charging points but that there was no new information at this time.

6. Treasurer's report

- Approval of Scrutton Bland Annual Report to 31 March 2024: these had not been received as there are still some outstanding queries. Re market valuation of NOTT properties, the Trustee agreed that it was happy to stick with current valuations for this year, and to get properties valued for next year's report.
- Cheques and balances from 1 to 31 October 2024: these were accepted and signed by the Trustee.

Cllrs V Dunlop and M Green entered the meeting, with apologies.

Payments relating to the external decoration of the Town Hall (inc scaffolding costs) will be transferred from the Town Hall designated fund in due course.

7. Committee reports

- No Estates/Highways meeting
- No Riverside meeting

8. General Trust business

- Village Christmas trees: the Trustee agreed unanimously that NOTT should pay for the

Christmas trees for the Town Hall and Village Green outside Orford General Store.

- Policies for consideration and approval:
 - Allocation of plots: this was approved by the Trustee
 - CCTV: this was approved by the Trustee
 - Complaints: this was approved by the Trustee
 - Conflict of interest: this was approved by the Trustee
 - Credit card: this was approved by the Trustee
 - Designated Funds: this was approved by the Trustee
 - Equal opportunities: this was approved by the Trustee
 - Housing allocation: this was approved by the Trustee
 - Investment: this was approved by the Trustee

A Councillor queried whether NOTT should have a policy related to flooding, and it was commented that dealing with the effects of flooding of domestic properties was not part of NOTT's remit, but that there was an Emergency Group which acted under the umbrella of the Parish Council, and which was able to give practical help and run the Town Hall as a rest centre if necessary.

- Standing Orders for approval: these were approved by the Trustee
- Financial Standing Orders for approval: these were approved by the Trustee
- Notification of donations received: the Clerk informed the Trustee that there had been two recent donations to the Trust. The first had been a donation of £10,000 to NOTT's Housing Fund from a donor who wished to remain anonymous. The Trustee expressed thanks for this generous donation and agreed that a new COIF account should be set up as a restricted fund for this donation and previous smaller donations to the Housing Fund. A donation of £59.99 had been received through the Charities Aid Foundation 'This donation is in honour of the 90th birthday of retired Professor Jonathan Shaw'. The Clerk will contact CAF to ask for thanks to be passed on to the donor.
- The Treasurer reported to the Trustee that a payment had come in in June for over £1000. It had come through a payment platform and not from an individual account, and there was no reference, so the originator cannot be identified. Although the Treasurer has searched outstanding payments she cannot match the amount with any individual. She will keep the money in case someone gets in touch in the future.

9. Correspondence

- Letter of thanks for donation from Village Fund from Good Neighbour Scheme re Community Larder: noted
- Email asking for permission for an image from the Norden Survey (for which NOTT owns the copyright) to be used in a Time Team online programme: the Trustee agreed to give permission.

10. Items for next meeting

- The Clerk was asked to look into regulations regarding a publicly accessible webcam on Orford Quay
- Approval of Scrutton Bland annual report

The meeting closed at 7.03pm.

11. Date of next meeting: Wednesday 15 January 2025 at 6.30pm.