

**NEW ORFORD TOWN TRUST  
REGISTERED CHARITY 1053729**

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

**Minutes of the 281st meeting held on  
Wednesday 16 April 2025, at 7.00pm, in the New Room of Orford Town Hall**

**MINUTES**

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

**1. Apologies for absence**

Apologies were received from Cllrs A Greenwell (work commitment), and J Howard and G Wingrove (family commitments).

**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, and in item 9, complaint; Cllr M Green: allotment holder, supplier to Orford Country Market; 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 280th meeting held on 19 March 2025**

These were agreed and signed as an accurate record.

**5. Matters arising from the 280th meeting held on 19 March 2025**

- Cllr A Macro reported that she was meeting the plumber at Orford School the next day to get a quote to cap off and remove the toilet in the art cupboard.
- Cllr A Macro reported that the recommended carpenter had not yet been in touch regarding the boiler cupboard door, which will need a new frame as well as a door. The Clerk is happy to order the door if measurements are provided.
- The Clerk reported that having received two quotes to redo the concrete area at the top of the Quay slipway, she was still waiting to hear back from one contractor regarding the type of concrete to be used, and more details regarding specification.
- The Chairman reported that there had been no contact from IFCA re byelaw relating to trawling in the river.
- The Clerk reported that the lights on the Quay had now been replaced. It was commented that these were now on a timer and it was suggested that a photo cell might be installed so that the lights come on automatically at dusk. The Clerk will investigate this.

**6. Treasurer's report**

- Cheques and balances from 1 to 31 March 2025  
These were accepted and signed by the Trustee.

**7. Committee reports**

- No Estates/Highways meeting

- No Riverside meeting

## 8. General Trust business

- Local housing: the Clerk had circulated a document she had put together following receipt of information from the Parish Clerk about a possible source of funding (East Suffolk Council Community Led Housing Fund). After a recent meeting with the Parish Clerk and members of the Parish Council a representative from Community Action Suffolk had suggested that NOTT might be able to apply for some money towards the purchase of a property. The Clerk had made some enquiries about this and understood that up to 50% of the purchase cost of a property could be applied for, but there was no certainty that NOTT might be able to use its own Housing Allocations Policy. The Parish Council will be commissioning a Housing Needs Survey for Orford and if some need is shown then there may be a chance for Orford to get some money from this fund towards housing, but Orford would not get money from the same fund twice.

The Clerk pointed out that the government is currently consulting on bringing in new legislation regarding EPC ratings for rental properties. Current proposals suggest that rental properties would need to have a minimum rating of C, which none of NOTT's rental properties currently have. There may be some exemptions, but it is possible that NOTT may have to spend a considerable sum of money to meet new regulations. The Clerk expressed concern regarding committing to any new expenditure without knowing how much money it may need to spend on existing properties. A question was raised about whether NOTT was classed officially as a Housing Association (and may therefore meet the criteria for some exemption), and the Clerk will look into this.

- Quotes for electric supply to NOTT shed: two quotes had been received for connection of a new supply to the shed, and to reinstate the light on the black shed. Quotes had been received from Curles and Mathesons and after discussion the Trustee agreed to accept the cheaper quote from Mathesons.
- The Clerk reported that she is still waiting for more information from JJS re specification for work to resurface the area at the top of the Quay slipway.
- The Clerk reported that she had spoken to her contact at Suffolk County Council re the Plug In Suffolk scheme which NOTT had withdrawn from as the Trustee agreed that if it were to have charging points installed at the Quay Street car park then they should be rapid chargers. There is a chance that Connected Kerb (the chosen supplier for the Plug In Suffolk scheme) may be able to come up with a proposal for charging points which would not involve any outlay for NOTT. The Clerk has asked them to forward a proposal once it is available.
- Photocopier: the Clerk had had information through from Managed Technology about upgrading the existing office photocopier. The existing lease agreement would be paid off and a new agreement taken out for a newer copier at the same cost as the existing one. The Trustee agreed to proceed with this.
- It was reported that the vessel which had sunk in the river has now been recovered and removed, and that Regardless was currently on the foreshore to prevent it sinking. It is understood that it will be taken away to Aldeburgh.

## 9. Correspondence

The Chairman reported to the Trustee that there had been an email of complaint regarding an incident on the quay involving two docking licence holders. One of the parties gave their account of the events and then left the room while the Chairman read out the email from the other party, as well as an email from the Harbour master regarding boat congestion at the head of the quay

The Trustee agreed that the Chairman should write a letter to both parties, acknowledging that there had been a misunderstanding which had resulted in both parties' reactions, and that the

trustee hoped they could move on from this unfortunate incident.

It was also agreed to write to all docking licence holders to remind them of the waiting time limit at the head of the Quay.

**10. Items for next meeting**

The meeting ended at 8.10pm.

**11. Date of next meeting: Wednesday 21 May 2025**