

**MINUTES OF THE MEETING OF THE TRUSTEES
HELD ON 11th MARCH 2024 AT 6.00 PM
DUNWICH READING ROOM, ST JAMES' STREET DUNWICH**

Item		Action
1.	<p>Welcome and apologies Present: Dr Dennis Cox (DC), Chair Sharon Earp (SE), Vice-Chair Jane Hamilton (JH), Trustee Julian Perry (JP), Trustee Henry Tomlinson (HT), Trustee Nigel Barham (NB), Trustee Trish Boechler (PB) Trustee Jon Dawson (JD), DTT Bookkeeper</p> <p>In attendance: Julia Davison-Wilson, DTT Clerk</p> <p>Apologies: Rod Smith</p> <p>It was confirmed that a quorum was present</p> <p>Conflict of interest: None</p>	
2.	<p>MINUTES OF THE LAST MEETING HELD 8th January 2024 As no amendments have been received, the minutes of the last meeting were approved.</p>	
3.	<p>MATTERS ARISING NOT OTHERWISE ON AGENDA None.</p>	
4.	<p>GOVERNANCE</p> <ul style="list-style-type: none"> - The Chair welcomed newly elected trustee Trish Boechler, who introduced herself saying she had lived in Dunwich for 11 years and has worked in health and social care all her career and would like to use the knowledge gained to help people in Dunwich. - HT will contact Chris to obtain the actual wording of S333 which will be adopted at the May trustees' meeting. - Other items are covered in the confidential minutes. 	
5.	<p>CLERK'S REPORT Most issues are covered in the agenda and in the confidential minutes.</p>	
6.	<p>FINANCIAL REPORT The treasurer presented the Year End accounts and the annual budget.</p>	

Item		Action
6.	<p>FINANCIAL REPORT (cont'd) Once Ensors have audited the accounts and uploaded to the Charity Commission website, then JDW will upload them to Dunwich Town Trust website.</p>	
7.	<p>BEACH AND CAR PARK</p> <ul style="list-style-type: none"> - <u>Fisherman's Hut</u> HT, NB and SE visited the hut and have exciting ideas to refurbish it and make it fit to create opportunities for individuals/small businesses, charities, increase the knowledge of the DTT and generate financial income. - 3 quotes to be obtained <ul style="list-style-type: none"> - to refurbish the insides, create a larger front entrance and possible skylight, including electrics for the hut. - for the fencing, repair, and removal of oil tank work - to seek tree quotations for the tree and foliage work <p><u>Car park maintenance quote</u> The trustees agreed to go ahead with the repairs.</p> <p><u>Paling fence repairs</u> The trustees decided to go ahead with one of the quotations.</p> <p>For other items on agenda see confidential minutes.</p>	<p>SE, HT quotations</p> <p>NB</p> <p>NB</p>
8.	<p>GRANTS This item is covered in the confidential minutes.</p>	
9.	<p>LAND This item is covered in the confidential minutes.</p>	
10.	<p>PROPERTY This item is covered in the confidential minutes.</p>	

<p>11.</p>	<p>ANNUAL EVENT – SATURDAY 25th MAY – DINGLE BARN</p> <p>SE outlined her ideas for the Annual Event. A card invitation will be sent out to all the village. Hot drink and cream teas. 2.30 – 4.00 pm. RSVP to SE. At the event DTT can outline all their current projects – Gallows Field, Fisherman’s Hut, Corporation Marshes and then discuss the finances. Q and A session for villager. PB wants to be approachable as a DTT trustee and share the work being done by the trust and other trustees agreed and this event will be part of this openness. The trustees discussed conflict of interest issue and decided there was none, PB has been added to the photo poster and the clerk and the treasurer will provide photos so they can be added.</p>	<p>SE</p>
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Signed

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Chair, Dunwich Town Trust

Dated