

**MINUTES OF THE MEETING OF THE TRUSTEES
HELD ON , 12th May 2025, 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 by Zoom Henry Tomlinson (HT), Trustee by Zoom Patricia Boechler, (PB) Trustee Rod Smith</p> <p style="text-align: center;">Jon Dawson (JD), DTT Treasurer</p> <p>In attendance: Julia Davison-Wilson, (JDW) DTT Clerk</p> <p>Apologies: None</p> <p>It was confirmed that a quorum was present</p> <p>Conflicts of interest/loyalty: None</p>	
2.	<p>MINUTES OF THE MEETING HELD ON 10th March 2025 The Minutes and Confidential Minutes of the last meeting were approved.</p>	
3.	<p>MATTERS ARISING NOT OTHERWISE ON AGENDA <u>Update on Pill Box Board</u> JH said the plan was to make a permanent board and John Cary wants to buy materials for the frame and materials. The existing sign will then be fitted and it will stand near the pillbox or be screwed on to the fence. Trustees approved the purchase of the frame and posts. The Chair thanked John Cary for his great help making the sign and now arranging for the frame ad posts to be ordered.</p>	
4.	<p>CLERK'S REPORT All rents have been paid and satisfactory inspections carried out by Clarke and Simpson. PB has continued obtaining quotations for maintenance to the Spinney and to 1 and 2 Town House. The grant has been paid that was awarded at the last meeting. Dalcour Maclaren are requesting access to install an automatic people counter near Dunwich Car Park, in order to assess the impact of Sizewell construction work on the public footpath along the beach.</p>	

7.	<p>Governance</p> <p>Henry Tomlinson and Julian Perry were re-elected for a further 3-year term of office at the April DPM.</p> <p>There was general agreement that DTT could handle a renewal of term of office election better, by informing the village that there were no vacancies as such. If a person had chosen to stand it would have been against two current trustees who wanted to renew their term of office for another 3 years.</p> <p>There was general agreement that co-opting would be the next option for another trustee to come on board.</p>	
8.	<p>Areas of Responsibility of DTT</p> <p><u>Consideration of operational plan – Parking Notice</u></p> <p>JH is waiting for a busy day to count cars in the Flora Tea Rooms part of the car park. There was general discussion about fishermen obtaining a permit from DTT if staying overnight. There was a majority show of hands at DTT Open Meeting for more officious signs to deter camper vans staying overnight. DC is refining a draft notice warning people they can be fined if staying overnight and mentioning number plate will be recorded. SE will organise printing with Leiston Press. Trustees decided on 2 notices one each side of a post on the grassy area in the middle of the car park.</p> <p><u>Consideration of Beach Robes vendor application in car park</u></p> <p>The trustees decided not to go ahead with this.</p> <p><u>Waste Bins ESDC waste centre, Car Par</u></p> <p>If the issue of the public using the café bins continues, SE has suggested the café request lockable waste bins as part of their commercial contract with ESDC.</p> <p><u>Website</u></p> <p>Trustees decided headline type face was too childish and preferred a plainer yet welcoming one. Trustees agreed to hold a separate meeting with RS to decide on the copy and links from the home page. The News page will show up to date projects and actions. RS is meeting Community Action Suffolk for further discussions and organise a meeting with trustees after this.</p> <p><u>Fisherman’s Hut</u></p> <p>The lets have been successful, especially if artists advertise on social media and if it is a public holiday. There have been booking requests for 2026. SE suggested waiting to fix 2026 rent prices until September when costs will have accrued and we will have a better understanding of the income and outgoings. She thinks the rent amount is about right at present. She suggested that as the hut is very well insulated, she approach artists, offering two-week residencies in October/November /December. Trustees agreed this was a good idea.</p>	<p>DC/SE</p> <p>JDW</p> <p>SE</p> <p>RS</p> <p>SE</p>
9.	<p>Grants</p> <p>One grant application received. See Confidential Minutes for this item.</p>	
10.	<p>Review of DTT Open Meeting – 22 March 2025</p>	

	Trustees were pleased with the way the meeting went. RS thanked DC for conducting the meeting in a positive fashion. Each trustee made a presentation on their particular project. The feedback from the village was very useful. There was interest in the room in becoming a trustee which was encouraging. Trustees agreed that JD will approach Ensors and work out a date in late May or early June 2026 when the Accounts will be published on the Charity Commission website. We will fix a date for the Open Meeting 2026 after the accounts have been published at our next July meeting.	JD
11.	A.O.B. JP raised the fact that Winch Hut 5 has become a danger. He saw a child try to climb into the hut and onto a rusty winch, and luckily stopped him just in time. JDW to write to Winch Hut 5, urgently, saying licence will be taken back in house unless the hole is repaired and a padlock fitted. Any licensees' huts that still need repair and a padlock are also to be written to with a deadline, or the licence will be rescinded. The insurance underwriters insured the huts on the understanding that all huts would be repaired and padlocked early in 2025.	JDW
	Date of Next Meeting: 8th July 2025 Meeting ended 20.31.	



Signed

7th July 2025

Dated