

**MINUTES OF THE MEETING OF THE TRUSTEES
HELD ON 13th May 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 Mark Beckham (MB), Trustee Rod Smith (RS), Trustee (by Zoom) Jon Dawson (JD), DTT Bookkeeper</p> <p>In attendance: Julia Davison-Wilson, DTT Clerk</p> <p>Apologies: None</p> <p>It was confirmed that a quorum was present</p> <p>Conflict of interest: Jane Hamilton item 10, Nigel Barham, Item 11</p>	
2.	<p>SPECIAL MEETING Under Clause 17 of the Dunwich Town Trust Scheme dated 9 December 2009, DC proposed that a special meeting of the Trustees be held immediately before the ordinary meeting to ratify the election of one co-opted trustee, Mark Beckham (MB). The special meeting began at 6.00 pm and the trustees duly ratified the election of Mark Beckham. The special meeting ended at 6.10 pm. The ordinary meeting of trustees of DTT began at 6.11 pm. All present welcomed the new co-opted trustee.</p>	
3.	<p>MINUTES OF THE MEETING HELD ON 13TH MARCH 2024 The clerk was asked to be more careful about adding non confidential items to the confidential minutes as trustee meeting published minutes are the way villagers know what the trust is doing.</p>	JDW
4.	<p>MATTERS ARISING NOT OTHERWISE ON AGENDA It was noted in the Minutes that any trustee with a new project idea will circulate any information prior to the meeting so that the team have time to digest it and formulate informed opinions ready for</p>	All

	<p>fruitful debate and good decisions. The 11th of March minutes did not emphasise enough that this point was made during discussions about Gallows Field.</p> <p>DC summarised by saying under his chair, trustees are a team and bring new ideas and listen to each other and get things done.</p> <p>The system whereby Clarke and Simpson copy JDW into all emails received from tenants with maintenance issues is working well.</p>	
5.	<p>GOVERNANCE</p> <p>At a meeting of the Trustees of the Charity duly convened and held at The Reading Room, St James' Street, Dunwich, Suffolk IP17 3DT on 13th May 2024, in exercise of the power conferred by Section 333 of the Charities Act 2011, it was resolved unanimously that:</p> <p><i>Any two of the Trustees of the Charity from time to time be authorised to execute any document to which the Trustees of the Charity from time to time are a party with the intention that any document executed under this authority will have the same effect as if executed by all of the Trustees of the Charity.</i></p> <p>Document signed by Dr Dennis Cox</p>	All
6.	<p>CLERK'S REPORT</p> <p>All rents for DTT properties have been paid. Clarke and Simpson are now forwarding tenants' maintenance issues emails to the clerk and reporting the repairs made. The mortuary steps will be repaired between 5 and 19 June. The Spinney tree work is due to start soon, and JH will check on the ash tree with the tree surgeon for signs of ash die back.</p> <p>A similar charity to DTT asked for advice on grant applications and liked the methods our trust uses, i.e. a grant application form for each grant requested. They are becoming a Charitable Incorporated Organisation and Chair will discuss this option with John Cary as the Museum is now a CIO.</p>	DC
7.	<p>BEACH AND CAR PARK</p> <p><u>Fisherman's Hut</u></p> <p>Trustees provisionally agreed to Webster's quotation of £24,000 (as a maximum price) to refurbish DTT's newly owned Fisherman's Hut and excavate the surrounding area but will wait for second quotation to see if comparable.</p> <p>DC expressed thanks to the trustees for progressing and working hard on making the Hut into a community heritage resource.</p> <p>HT declared conflict of interest as he knows Websters and they have done work for him. The trustees endorsed the choice of Websters as they have an excellent record for refurbishing historic buildings sympathetically.</p>	

	<p><u>Area around Bins and Bottle Bank</u> Awaiting response from East Suffolk District Council as trustees have obtained a quotation for a contractor to tidy up this area but are checking if ESDC will tidy up. The chair summarised that item will be discussed at next meeting. DC/SE/JDW will keep trustees informed by email.</p> <p><u>Winch Huts</u> Further to the trustees' meeting to look at the state of the winch huts they discussed at length their proposals. DC summarised the outcome of the discussion: - - he would draft a letter to the licensees asking them to make sure the huts are in good order and safe for members of the public and share the draft with the trustees - he will discuss concerns that have been raised at the Dunwich Meeting with the chair, Helen Morris. - he noted that trustees thought encouraging hut licensees to use the huts to fish was of benefit to Dunwich's fishing past.</p> <p><u>Car Park and Paling Fence Repairs</u> NB reported that Woolnoughs repaired the car park and JDW will forward their invoice to the treasurer. Jeff Redgrave is awaiting chestnut paling and then will start repairs on the paling fence.</p>	<p>DC/SE/JDW</p> <p>DC</p> <p>DC</p> <p>JDW</p>
<p>8.</p>	<p>FINANCIAL REPORT Bank statements £547000 Investment fund £1.462 million Capital returns for last quarter £47000 Dividends return £4796 Combined net income of unrestricted and restricted fund 2023 £18,584 Returns improved by 3.77 % in the last quarter. CCLA quarterly reports are going to Dennis, there is a webinar being run by CCLA about the fund on 21 May if anyone is interested. DTT is doing well.</p>	
<p>9.</p>	<p>LAND <u>Gallows Field</u> DC thanked trustees for the discussion paper that generated ideas to encourage greater biodiversity and more wildlife and birdlife in the field. A survey was commissioned of the flora and fauna and general biodiversity of the field. DC said that there was more information gathering to be done – National Trust plan to carry out bird and bat surveys shortly. There has been a divergence of views amongst trustees about the future management of the field, whether nature should be left to itself but with some encouragement to increase bio diversity or whether part of the field could be planted as an organic wildflower meadow and more hedgerows planted to encourage bird and wild life and increase bio diversity All agreed planting hedgerows would encourage bio diversity and that would be a good</p>	

	<p>start to the project. JH and DC will apply for a grant from the Coasts and Heaths Sustainable Development Fund for hedgerows. John Earl has kindly offered to mow paths. DC asked JDW to keep a log/file of the Gallows Field project timeline.</p> <p><u>Corporation Marshes</u> The Lease with Natural England is up for renewal, the trust has taken legal advice and DC has a meeting with their land management manager Neil Farrer this week. Natural England are neutral on wildfowling as a sport, the wildfowling have been exemplary tenants and DC will suggest a moratorium on wildfowling for five years.</p>	JDW
10.	<p>GRANTS See Confidential Minutes</p>	
11.	<p>ANNUAL OPEN MEETING The trustees voted unanimously to postpone the meeting.</p>	
12,	<p>A.O.B. and DATE OF NEXT MEETING No items for A.O.B. Date of next meeting: 8th July 2024</p> <p>The meeting ended at 8.20 pm.</p>	

Signed

Dated