



**MINUTES OF THE MEETING OF THE TRUSTEES
HELD ON MONDAY 10th JULY 2023 AT 6.00 PM
IN THE READING ROOM, DUNWICH**

1. WELCOME AND APOLOGIES FOR ABSENCE:

Present: Gussie Andersen (GA) Chair
Dennis Cox (DC) Vice Chair
Rod Smith (RS) Trustee
Jane Hamilton (JH) Trustee
Julian Perry (JP) Trustee
Henry Tomlinson (HT) Trustee
Nigel Barham (NB) Trustee
Sharon Earp (SE) Trustee
In Attendance: Julia Davison-Wilson (JDW) Clerk
Apologies: Val Bethell (VB) Trustee, Jon Dawson (JD) Bookkeeper,
Jane Hamilton left meeting at 6.45pm

It was confirmed that a quorum was present.

Trustees' Declaration of Interest: JH had an interest in item 9 but had already left the meeting.

2. MINUTES OF THE MEETING 15th MAY 2023:

Two points were raised, in Confidential Minutes 15th May 2023, item 9, Grants, the Parish Council should read Parish Meeting. The second point Minutes 15th May 2023, item 3, Matters Arising, the Dunwich Museum had spent £409 on Coronation mugs, and DTT had paid only for the design.

Action

JDW to change Minutes

3. MATTERS ARISING:

Trustees Comments on the Website – JH noticed Grants page needs updating with new clerk's details, Grants page requires simplifying and more clarity, and separate heading for Educational Grant.

JDW

Action – JDW to make alterations on website

Dunwich Museum (JH) requested £180 from DTT to cover the 45 Coronation mugs given away. Decision for DTT to pay for the free mugs made at DTT meeting 15th May 2023.

GA and JD - cheque

4. CLERK'S REPORT:

The car park and paling fence repairs have been completed.

The Chair wrote a letter of support for Dunwich Museum's NHLF lottery grant feasibility study and evaluation.

The Chair posted the Trustees' details on the St James' Street noticeboard.

GA to post on other village board. See Confidential notes for other items.

GA

5. **CAR PARK/BEACH:**
See Confidential Minutes

6. **BOOKKEEPER’S REPORT AND FINANCIAL MATTERS:**
The Bookkeeper circulated an email report. The draft accounts have been submitted to the accountants, Ensors, and sent over for approval, the previous bookkeeper is answering some outstanding questions. before final accounts will be presented. The usual property income has been received. Expenses are outlined in the bookkeeper’s email to the Trustees. JD is still waiting for Barclays to allow him full access to the charity’s accounts and will chase-up Barclays again. JD

7. **GOVERNANCE:**
GA asked Vice-Chair, DC to check DTT’s policies to see if any need reviewing. DC to check policies

8. **HOUSING:**
See Confidential Minutes.

9. **GRANTS:**
See Confidential Minutes

10. **ANNUAL OPEN MEETING/EVENT:**
The Trustees congratulated Sharon Earp on her excellent display explaining what the Trust offered the village, together with photographs of the Trustees. The map showing DTT property, found by John Cary, was most effective. The Trustees thought the idea of a DTT table at this village event was very successful and made the workings of the Trust transparent and generated much interest. After discussion Trustees agreed that SE add the photos of Trustees and information to Dunwich village noticeboards SE

11. **A.O.B. and DATE OF NEXT MEETING:**
After discussion and following villagers’ complaints that they must pay for the Dunwich Heath National Trust car park, it was agreed that this was a Parish Meeting issue. HT and NB would test whether they can access the car park for free and report back to DTT and the Parish Meeting. SE will forward the villagers’ complaint to the Parish Meeting. SE HT/NB

The meeting closed at 8.00 pm.
Date of next meeting: 11th September 2023

Signed

Dated

