

THE DUNWICH TOWN TRUST
Charity No 206294



**MINUTES OF THE MEETING OF THE TRUSTEES HELD ON THURSDAY
10th March 2011 AT 6:00 pm IN THE READING ROOM AT DUNWICH**

1. WELCOME AND APOLOGIES FOR ABSENCE

Present as Trustees: Mrs Angela Abell (Chairman), Mr R Bessell, Mrs V Donovan, Mrs L Prior, Mr Keith Maunder, Mr J Salusbury
In attendance: Mr J Cary (Clerk and Treasurer), Mr Peter Wells for Barefoot & Gilles, Mr Richard Boother for Playle & Ptnrs
Apologies for Absence: Mr D Cook, Mr Crispin Clay
The chairman welcomed the Committee, and Clerk

2. MINUTES OF THE MEETINGS HELD ON 13th January 2010 and 10th February 2011

Agreed after two corrections to the minutes of 13th January and three corrections to the minutes of 10th February.

3. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 13th January 2010 and 10th February 2011

From minutes of 13th January:

The chairman asked about the seals, an agreed list of recipients was drawn up, the clerk to check that each recipient was an elector, a full time resident and had not been previously in receipt of a seal, and to distribute seals to those that qualified.

From minutes of 10th February:

The chairman asked Mr Salusbury if any relatives or friends of his were contemplating or might be likely to apply for one of the new affordable houses – he confirmed that they were not.

Mr Bessell asked if the jobs marked ‘bb’ and ‘cc’ could be moved further up the list.

The review period for tenants was discussed and it was decided to do this using increasingly longer leases with break clauses.

In the light of further reflection the trustees reviewed the income limits for affordable house applicants.

Mr Bessell confirmed that his contact was content to sit on a tenancy selection panel

4. AFFORDABLE HOUSING

Mr Peter Wells, the architect from Barefoot & Gilles and Mr Richard Boother from Playle & Ptnrs, the quantity surveyors, were welcomed by the chairman and committee.

The clerk began by reviewing the status of the project from a financial point of view with reference to a meeting he had had with Mr Wells and Mr Boother two weeks previously. Tenders had been received from five contractors, and the lowest had been interrogated further. Certain items had already been omitted or downgraded to meet the trustees’ strict cost criteria.

There followed a detailed discussion of costs which included a further list of savings that could be achieved. It was explained the final cost could never be predicted exactly as there were elements (particularly under ground) which could not be priced precisely. An amount of risk could be passed on to the contractor but this would raise the contract price. Mr Wells was confident that most of the risk had been eliminated and was confident with the contingency allowed. After further savings were achieved it was agreed to research the internal joinery further but notwithstanding any changes to doors the trustees were content with the minimum and maximum cost of the project.

Subject to planning consent being achieved in the near future, Mr Wells anticipated a building start at or around Easter.

5. CLERK AND TREASURER'S REPORT

- a. The Spinney is now on the market and attracting some interest, no tenant yet. Clerk allowed some discretion in rent negotiations in order to get the property let in a timely fashion.
- b. Winch Huts: the Chairman, Mr Cook and Clerk had had a meeting with Philip Holmes, Steven King and Norman Aldous. Agreement reached on new rent levels for winches and huts. Agreed that boat tolls were to cease. Agreed that winches and huts should be for the use of either full, part time or retired professional fisherman. The occupiers of the winches and the huts were all identified by Mr Holmes and Mr King, including an occupier who could not previously be traced. We would now await a new agreed form of licence to issue to all the winch and hut occupiers.
Clerk and Chairman to meet with one of the hut tenants mid March
- c. The tenants of the 'allotment' had asked for a lease with a period longer than one year. Trustees all consented and clerk to arrange the necessary paperwork.
- d. The Clerk showed his bi-monthly treasurer's report – there was nothing remarkable to report.
- e. Beach Car Park: The Clerk had reported his discussions with the leaseholders of the car park and English Heritage in respect of some builders' rubble which had been left in the car park for future repairs to pot holes. The Clerk that English Heritage were not satisfied with the suitability of the material and had asked for its removal. The material had been largely, though not completely, removed.

6. GREYFRIARS

The Clerk reported that he had had a number of meetings with the steering group set up to investigate the options for the future of the Greyfriars monastery and woodland site. He had also attended meetings with wider groups including National Trust, English Heritage and the current owners, Suffolk County Council.

The steering group had produced a proposal as result of the meetings, which would be more fully discussed at the Parish Meeting the following evening on 11th March. The trustees had been sent an extract of the proposal for their consideration prior to this meeting.

The chairman asked the trustees what messages the Town Trust could send the Dunwich Parish Meeting in respect of their views of the proposal.

Mr Bessell spoke eloquently about some of his concerns relating to the DPM proposal, which included:

Dunwich people were making as much input into maintaining Dunwich facilities and the environment as visitors were benefiting from it. In short there was an imbalance between the size of our community and the use others were making of it.

Extra sources of revenue should be considered which would enable Dunwich Institutions to better maintain the village for the benefit of themselves and visitors.

The work to maintain the Dunwich amenities, including the possible new Greyfriars site, could then be performed by professionals, not part time volunteers.

There were some wider issues about visitor numbers which would be better addressed at another time.

As a body the trustees the Clerk to communicate to the DPM the following:

- a. They were broadly in support of Option D in principle
- b. They would look on an application for funding favourably.
- c. Funding could only be applied for and granted on an annual basis, there was no possibility of a long term commitment
- d. The trust currently was engaged in a very large building project, a project which had been overwhelmingly voted on by the village as a top priority amongst a range of projects.
- e. The Town Trust would like to hear tonight from the floor if they thought the Greyfriars site should be put on the Trust's own list of future projects. If there was the appetite for it, the Trust could present a re-aligned list of projects to the village at their next public meeting.

7. GRANTS

- i. A letter from a recipient of grant was discussed and a reply agreed upon.
- ii. An application for a grant from the Dunwich Museum was received, discussed and approved.
- iii. It was agreed that in future all Dunwich Organisations wishing to apply for grants from the Trust should use a new application form which was currently being drafted by the Chairman and Clerk.
- iv. Once finally drafted the new form would be sent to all Dunwich organisations who had been in receipt of grants recently, and information would be sent out that forms were available from the Clerk

8. AORB

Meeting times were discussed, some felt they should start later if they were to run on so late, to allow for an evening meal. Others thought the earlier they started the earlier they finished. The Clerk and Chairman promised to trim things down to enable meetings to take no longer than two hours if possible.

A parishioner in receipt of previous grants was mentioned as being in need of some help. Clerk to send Mr Bessell a spare form.

Mr Bessell asked whether we should not send minutes and agendas via e-mail rather than hard copy. It was thought by most that hard copy ensured the trustees had the material they needed for meetings. The Clerk suggested the possibility of some trustees agreeing to opt out of hard copy and receive everything by e-mail, but for the moment to leave things as they are.

10. DATE OF NEXT MEETING

Thursday 12th May– Reading Room at 6:00pm **Meeting terminated at 9:45 pm**