

THE DUNWICH TOWN TRUST

Charity No 206294



MINUTES OF THE MEETING OF THE TRUSTEES HELD ON THURSDAY 10th November 2011 AT 6:00 pm AT THE READING ROOM, DUNWICH

1. WELCOME AND APOLOGIES FOR ABSENCE

Present as Trustees: Mrs A Abell (Chairman) **AA**, Mrs L Prior **LP**, Mr Keith Maunder **KM**, Mr D Cook **DC**, Mrs V Donovan **VV**, Mr J Salusbury **JS**,

In attendance: Mr J Cary **JC** (Clerk and Treasurer)

Apologies for Absence: Mr R Bessell **RB**, Mr C Clay **CC**

The chairman welcomed the Committee, and Clerk

2. MINUTES OF THE MEETINGS HELD ON 8th September 2011

Agreed and signed.

3. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 8th September 2011

JC reported giving one of the beach gate keys to HM Coastguard. JC to e-mail coastguard to ask them to acknowledge receipt of key. The fourth key to be kept in the museum.

4. TRUSTEES AND ELECTIONS

It was reported that Ray Bessell had resigned from the Trust on 25th October, giving one month's notice. Ray joined as a trustee in May 2007, and has made a significant and valuable contribution during his term of office. He will be much missed and the committee would like to record their appreciation for his time and the application of his talents to assist the work of the Trust.

JC to inform DPM that Veronica Donovan and Crispin Clay would like to be nominated as representative trustees, with terms commencing 1 January 2012 to 31 Dec 2014.

5. CLERK AND TREASURER'S REPORT

The Clerk presented his report.

DTT Properties: Driveways to Nos 1 & 2 Maison Dieu to be renewed. New deer fencing has been installed to protect No 1 Town House.

Winch Huts: 'The Dunwich Fishermen's Guild' insurance is now in place. New forms of licence are expected from solicitors. Revised date for the commencement of new licences will be 1st January 2012

Mortuary: Windows have been repaired and new security provisions installed. New pathway and steps to be installed in the near future. New licences for the Jubilee Committee and the PCC to run from January 1st 2012.

Treasurer's Report: A modest surplus for unrestricted and restricted funds was expected.

Memorial seat re Frederick Waldron: JC awaits news of when they intent to start work.

North Paling Fence: Due to pressure of time, this project has been postponed until beach ownership can be established clearly.

Request to install an A0 sign by Dunwich Museum Following a meeting between John Prior and Ray Bessell, Suffolk Coasts and Heaths seek approval to install a new AONB sign in the NE corner of the car park in substitution of the toilet wall site. Installation of the new AONB sign has been agreed subject to further consultation, and in principle a financial contribution has been agreed.

Valuations: Clarke & Simpson have quoted for undertaking a 5 year property valuation, and cost approved.

6. AFFORDABLE HOUSING

- a. Affordable Houses Open Day considered very successful. A list of visitors has been recorded. Media attendance was good: East Anglian Daily Times, BBC Radio Suffolk (twice) and Anglia Tonight. Trustees agree to purchase Anglia Tonight clip for a modest fee.
- b. Building complete and handover effected. Final cost expected to be approx 6% over budget. There are some items that have been standard rated for VAT, and these are being discussed with the contractors and quantity surveyors
- c. Minor extras are almost complete: refuse bins, post boxes, TV aerials. Carpets and house signs due for end of November. Builders' clean to be re-done, and house drying is in progress.
- d. Council tax banding not yet determined, but expected to be Band 'B'.
- e. Social Housing valuer has now completed his survey and report is awaited.
- f. Selection Panel met on Monday 7th November. They selected a first choice applicant for each of Nos 1 & No 2 Barne Cottages, and one second choice applicant for either.
- g. KM has kindly reviewed the standard tenancy agreement with some comments. Trustees have decided to follow the agents' recommendation of not allowing smoking inside the new houses. One year leases will be issued initially.

7. GRANTS

A grant was awarded to Dunwich Museum.

Fuel grants/ Christmas donations were awarded to the 'Christmas List'

8. ANNUAL PLAN

After the successful completion of the Trust's '*grand projet*' – JC has suggested a year of consolidation. Trustees agree issues such as land registration should be the focus for 2012.

9. DATE OF NEXT MEETING: Thursday 12th January 2012 in The Reading Room.

Meeting Terminated at 20:15