



DUNWICH TOWN TRUST

MINUTES OF THE SPECIAL MEETING OF THE TRUSTEES HELD ON THURSDAY 11th March 2010 AT 3:00 pm IN THE READING ROOM AT DUNWICH

1. WELCOME AND APOLOGIES FOR ABSENCE

Present as Trustees: Mr M Palmer, Mrs Angela Abell, Mr R Bessell, Mrs V Donovan, Mrs L Prior, Mr Keith Maunder, Mr J Salusbury, Mr D Cook

In attendance: Mr J Cary (Clerk and Treasurer); Mr Crispin Clay

Apologies for Absence: None

The chairman welcomed the Committee, Clerk and Mr Clay.

2. APPOINTMENT OF A CO-OPTED TRUSTEE

A. Mrs Donovan proposed and Mr Bessell seconded a motion to elect Mr Crispin Clay as a co-opted trustee. The motion was carried nem. con.

B. Mr Clay signed the Appointment of Trustee document, with a term of 3 years to 31st March 2013

The meeting closed at 3:10pm

MINUTES OF THE ORDINARY MEETING OF THE TRUSTEES HELD ON THURSDAY 11th March 2010 AT 3:10 pm IN THE READING ROOM AT DUNWICH

1. WELCOME AND APOLOGIES FOR ABSENCE

Present as Trustees: Mr M Palmer, Mrs Angela Abell, Mr R Bessell, Mrs V Donovan, Mrs L Prior, Mr Keith Maunder, Mr Crispin Clay, Mr J Salusbury, Mr D Cook

In attendance: Mr J Cary (Clerk and Treasurer);

Apologies for Absence: None

The chairman welcomed the Committee, and Clerk

2. MINUTES OF THE MEETING HELD ON 14th January 2010

The Minutes of the meeting held on 14th January 2010 were agreed as a true record, signed and dated.

3. MATTERS ARISING FROM THE MINUTES OF THE MEETING ON 14th January 2010

There were no matters arising

4. CLERK AND TREASURER'S REPORT

The clerk was asked to ensure that the fire certificate of the café was seen prior to signing the lease.

5. AFFORDABLE HOUSING

Mr Maunder and Mrs Prior reported to the committee a summary of their conclusions of their first Affordable Housing Sub-committee meeting.

Mrs Prior and Mr Maunder gave a summary of the sub-committee's views on the project:

- a. We must be clear on what we want, and who these houses are for
- b. The objective of the project was missing or not clear
- c. The plans weren't right and the cost estimates were too high
- d. Different architects would offer different solutions
- e. Design must be guided by the objectives

The discussion widened to try to define the objectives better:

- A. Was this community support development housing?
- B. Should it be a requirement that tenants of these houses enrich the community?
- C. Mr Bessell pointed out he had done a lot of work on trying to define the qualities of tenants which Mr Maunder and Mrs Prior may find useful.
- D. It was agreed that we would definitely limit the project to two houses
- E. After further discussion it was decided that in order to answer the problems of cost and provide the widest range of occupation/ tenancy the following brief will serve for new designs:

“A pair of single storey semi-detached houses with 2 bedrooms, the second bedroom being large enough to divide into two smaller ones. The total area of the houses to be smaller than the current designs.”

Mr Maunder offered to check with a planning contact at SCDC in order to establish that this design would stand a chance of being accepted, prior to inviting pitches from different architects/ building companies.

The range of designers being asked to pitch were to include Simon Merrett and at least one builder on a 'design and build' system.

6. GRANT MAKING POLICY

Mrs Abell's working paper on grant making policy and her draft application forms were warmly received by the trustees.

There was some discussion about whether to incorporate information on grants within the form or whether to have a separate leaflet with a contact name and phone number. The trustees favoured the idea of a separate leaflet and to, where appropriate, ask a trustee to go and see the applicant with a form so that it could be completed with the trustee's assistance.

Mrs Abell wanted to launch the leaflet at the public meeting in June. It should be a simple folded A4 sheet. The draft wording for the information leaflet used the word 'right' which should be replaced by 'opportunity'.

Revised drafts of the forms, further work on policy and revised information leaflet to be worked on. Policy should include those grants not applied for such as Christmas donations and Samaritan grants. Impact of grants on welfare benefits was to be researched.

7. GRANTS

There were no applications for grants to consider.

8. VILLAGE PROJECTS

The chairman wanted to review all current village projects in the light of expenditure present and future. The affordable housing project would require considerable resources, and he wanted to see how this would impact on other competing projects. After some discussion about sourcing of funds, the trustees settled on some capital disposals which would provide free cash for funding.

9. AORB

COPPICED WOODLAND

Mr Bessell established that the current Natural England contract ran for 10 years from 2004. There was therefore time to consider what recreational uses and amenities the village might want.

In the mean time, it may be possible to approach Natural England to see if they might agree to some limited planting in areas of the field that were clearly not providing pasture for grazing.

PUBLIC MEETING

Mrs Abell reminded the committee that the public meeting was not far away and we should start thinking about it now. An outline structure was considered and approved:

- a. What we've achieved during the year – JC presentation
- b. Annual accounts (summary) – JC presentation
- c. The projects survey, feedback on results
- d. Questions and answers
- e. A glass of wine and nibbles were not ruled out

Mrs Abell stressed that it wouldn't be enough to answer questions off the cuff – some preparation was required, and we should discuss this at the May meeting

10. Date of next meeting 13th May, 3:00 pm Reading Room

The meeting closed at 05:30pm