

## Minutes from the meeting held on 3rd May 2017 in the Church Hall

Rachel Hitchcock welcomed members to the meeting.

- ◆ **There were 16 members present:** Rachel Hitchcock, Julie Clark, Maggie Ryan, Lorraine Brooks, Bryan Smith, Claire Buller, Colin Ramsell, Colin Moule, Vicki Sargent, Tricia Hall, John Parsonson, Iain Wright, Martyn Booth, Wendy Sparrow, Trevor Smy, John Partridge.
- ◆ **Apologies were received from:** Ken Willingale, Alex Murrison, Luke Rumbelow.
- ◆ **Minutes of the last meeting** held on 9th January were approved (*proposed Claire Buller, seconded Julie Clark*).

### MATTERS ARISING:

- ◆ **Executive Committee:** Members welcomed Rachel Hitchcock as Chair..

Action by:

Rachel pointed out while Katie Wright is currently our named legal representative we need to seek another person with a legal background who can offer advice or point us in the right direction if needed for 2018. The need for a legal representative is stipulated in our Constitution but does not require any regular commitment. Martyn Booth and Rachel Hitchcock would make enquires among their contacts.

Rachel  
Hitchcock &  
Martyn Booth

The Community Council Executive still requires more members of village groups to join them as members of the CC.

- ◆ **Fundraising Activities & Events:** The CC are focused on events for 2018 but future ideas and/or support with running events to benefit the CC funds would be welcome.
- ◆ **Community Defibrillator:** This was a proposal for a community defibrillator sited at the Fire Station, which has been given approval by the Fire Service.

Rachel Hitchcock updated the meeting on progress. She has been following up on advice given and will ask the Community Heartbeat Trust to quote for a complete package (the defibrillator, installation, maintenance, training, etc). Members felt a whole package from this local charity organisation may be the best route to take for the community, rather than seeking slightly cheaper separate elements that may not have ongoing support.

Rachel  
Hitchcock

Rachel is awaiting a response from Babergh DC regarding possible grants and she will revisit the possibility of Lottery Funding.

- ◆ **Community Post Office:** Maggie Ryan reported on the current situation.

"Following the Public Meeting on 6th March we are delighted have received 133 pledges from residents totalling £34,725. More arrive each week, for which our huge thanks to each and everyone. We welcome late pledges – a simple email or text will suffice and will help our financial planning.

Our grant application through Suffolk County Council was initially rejected but has been resubmitted in a reduced form. With the lower-than-planned investment pledges, obtaining that grant is now critical to our ability to take on the Post Office. Fortunately, we received notification last week that the Local Action Group have reconsidered our revised application and that they are recommending that we proceed to make the full application for grant to the Rural Development Agency. This means we can move forward to submit our business plan to Post Office Ltd.

The actual grant decision will be made late in July and if successful, the monies awarded available in September.

If we get the full grant, we move much closer to our funding target. If we fail we may have a significant funding gap that will need to be closed by a greater take up of the share issue, or perhaps other fund-raising activities. We are still in discussion with HMRC to establish if our share offer will qualify for tax relief, and are making an application under Social Investment Tax Relief (SITR). SITR is the government's tax relief for social investment which encourages individuals to support charities and social enterprises. Individuals receive a 30% tax break when investing into an eligible organisation.

Meanwhile, the survey and specification for the premises has been completed and tenders for the refurbishment work have been narrowed to two possibilities. These are being examined closely in conjunction with Fenn Wright to select our preferred contractor if we do raise enough funds to proceed.

We must note that the Postmistress received an approach and a verbal offer via her agent after a prospective buyer visited during April. The NCS team temporarily suspended work on drafting the lease agreement and business plans during this brief period of uncertainty but were yesterday assured by the Postmistress that NCS Ltd is her preferred partner in the transfer of the business. We expect to hear from Patsie Ford's solicitor to this effect, and will then take comfort that we can resume our activities as planned. Post Office Limited have had no formal application for the business from a third party.

**Action by:**

We are looking to the Post Office to conclude the transfer of business in October or November under current timescales.

**Our next Public Meeting will be held at Nayland Village Hall on 15<sup>th</sup> June at 7.30pm"**

- ◆ **Nayland 10km Fun Run Fundraiser:** Rachel Hitchcock reported on progress as Luke Rumbelow who is co-ordinating the event was unable to attend this meeting.

The event will take place on 2nd July and CoHoC and the CC will be beneficiaries of the profits. Setting up commences at 8.30am with the run starting at 10am. There will be 10k, 5k and 2k options. Luke has already done a great deal of the organisation and has 240 applications from runners out of the 400 hoped for. Parking will be in the Anchor Inn/Conservation Society field off Horkesley Road.

Volunteers needed include: 3 to register runners the start and hand out medals at the end, 2 stewards and 15-20 marshalls on route. The CC will consider - subject to sufficient volunteers coming forward - organising the BBQ and Pimms Stall. It was suggested sourcing an ice cream stall if Luke is looking for external suppliers. Wendy Sparrow will approach the WI to see if they would organise refreshments and cakes. Rachel Hitchcock agreed to email a plea for volunteers to come forward and confirm availability.

Other aspects will be discussed at a meeting with Luke and Iain Wright will advise on facilities at the Village Hall.

Rachel  
Hitchcock  
Luke  
Rumbelow

- ◆ **Village Hall Garden:** Will Hitchcock and Colin Ramsell kindly attended the last VH gardening morning on Saturday 18th March on behalf of the CC; our section of the garden is looking tidy.

- ◆ **Recent Activities:**

- **Annual General Meeting:** This had taken place on 6th March with the VHMC AGM and the rescheduled Community Post Office meeting which was well attended.
- **Calendar Competition - 1st May:** Lorraine Brooks thanked all those who entered the competition. One member of the CC Exec had been very successful. There was a good display of photographs and some impressive photos entered. It was a pleasant afternoon with visitors stopping to chat, have refreshments and look through the CC history display. Thanks to the calendar team and helpers for their commitment and Hazel Gardiner for supplying the refreshments.

- ◆ **Correspondence:** There has been no correspondence that isn't included elsewhere.

**TREASURER'S REPORT:** Maggie Ryan gave her report.

**Current Position:** The accounts show reserves of £18,689.85 represented by: Deposit a/c monies £15,568.41, Current a/c monies £3,095.44, Cash in hand £26. From these reserves, Nayland Community Store Limited is able to draw on a further £397.20 of grant funding. The Services Fund has been reduced by £81.50 to £188.50. We are transferring First Response Team funds of £444 to their own Treasurer at their request. **Unencumbered assets are therefore £18,104.15**

**Profit & Loss:** The Community Times has made £790 and the Calendar £85 in profit so far this year. Grant monies distributed to Nayland Community Store Ltd. (NCSL) over the period amount to £1499.52 – made up of £870 to Fenn Wright and £629.52 to electrical contractors, both costs being associated with the survey and tender for works for the Post Office premises by NCSL.

**Administrative matters:** The Charities Commission annual return is due (*action MR & RH*). We have renewed our membership to Community Action Suffolk free of charge.

- ◆ **Grants & Donations:** No grant applications or donations had been received.

- ◆ **Community Times:** Lorraine Brooks gave the usual plea for contributions for the next issue. She mentioned the loss of 4 regular advertisers this year and one new yearly subscription. During the last few years there has been movement toward smaller sized adverts. There are currently 59 advertisers, mostly on annual subscription.

Lorraine  
Brooks

Action by:

Calendar  
Team

- ◆ **Village Calendar:** Lorraine Brooks said some lovely photos had be selected for the calendar and the calendar is now coming together. It will be ready for first sales at the Flower Show on 5th August. The Exec authorised expenditure of £594 (including VAT) for print costs due in July (*proposed Colin Ramsell, seconded Bryan Smith*). The calendar team are grateful to Pat Bray for gaining sponsorship and the local business who are sponsoring the calendar.
- ◆ **Forthcoming Activities:**
  - **Bonfire & Fireworks:** *Sunday 5th November.* Iain Wright agreed to order fireworks in July in order to qualify for discount with Dynamic Fireworks. It was agreed to order the same quantity as last year, he would liaise with Claire on quantities of sparklers and glo-necklaces as the quantity of sparklers would need increasing. Iain did not feel new recruits for training would be required this year.
  - **Christmas Fayre:** *Saturday 2nd December.* Rachel Hitchcock said she would begin contacting potential stallholders in July. For the 2018 Village Hall booking the date Saturday 1st December was confirmed.
  - **Village Quiz:** *Friday 2nd February.* Rachel kindly agreed to co-ordinated the event again. The village hall has been booked 6pm-11pm.

## SOCIETY REPORTS

- ◆ **Conservation Society:** John Partridge said this will be the 40th year of Nayland Open Gardens; they would welcome more gardens to be included, please contact Mike Hunter. Darren Tansley will talk about *Otters and the River Stour* at the open meeting on 19th June.
- ◆ **Parish Council:** Martyn Booth said further work has been carried out on the Allotment Field but weather prevented sowing of wild flowers; this will take place in autumn. A meeting takes place with Babergh and other local parishes to discuss conducting a joint housing needs survey.

On a query regarding when introduction of a speed limit on the A134 will be imposed he said Suffolk CC have not confirmed details. Martyn was asked why, when there was a display regarding Caley Green at the Parish Assembly which asked for the opinions of residents, were those attending not asked for their comments and how are residents expected to make their views known. Martin said a discussion did not take place as Kathleen Cannings (author of the report) was not present and they will be discussing this further at their next PC meeting. He was also asked where the new interest in making changes to Caley Green came from and answered it was because of reed cutting by residents last year. Another member requested complete openness from the PC and that changes do not happen without full public knowledge. Martyn said he would pass this request on to the PC.
- ◆ **Royal British Legion:** Their next bi-monthly meeting will be on 8th May in the Church Hall and they have an outing to Newmarket Horseracing Museum on 10th May. They are organising an outing to Ganges Museum in Shotley and a cruise on the Orwell on 2nd August.
- ◆ **HortSoc:** Trevor Smy said their Spring Show went very well. They have a Morning Market in the Church Hall on 20th May and their next outing is to Sandringham Flower Show on 26th July.
- ◆ **Women's Institute:** Wendy Sparrow said the branch celebrated their 60th year with lunch and birthday cake at the Angel at Stoke by Nayland. On 15th May the Annual Meeting, Resolutions and a Beetle Drive takes place and in June the subject of the talk by Jane Paley will be *The History of Tea*.
- ◆ **Book Club:** Wendy Sparrow said they recently read and discussed *Skeletons of the Feast* by Chris Bohjailan, which was about World War II, and they are now reading *The Comfort of Others* by Kay Langdale. The group has recently expanded with two new members.
- ◆ **Village Players:** Bryan Smith said their production of Terence Rattigan's *The Deep Blue Sea* had been a great success. Auditions for their next production take place in July.
- ◆ **Village Hall:** Iain Wright a new more energy efficient boiler has been installed, funded mainly by the Parish Council. Unfortunately a leaking water pipe has necessitated an insurance claim. They will begin considering specifications for the roof replacement, looking at where the new roof meets the old roof and will consider ways of maintaining uniform temperature within the hall. Installations of solar panels is not a viable option.
- ◆ **HSA:** Rachel Hitchcock said the they will be holding the Ball on 19th May at Le Talbooth and their Summer Fete with much fun, games, stalls and joviality with be on 17th June..
- ◆ **Woodland Corner:** Tricia Hall said Suffolk County Council has reduced their funding by 11% per child per term which will be very been difficult. They have organised some successful fundraisers this year and will need to do more fundraising.
- ◆ **Art Group:** Colin Ramsell said they enjoyed a recent visit to Gainsborough's House in Sudbury, calling in nearby for refreshments and cakes. They continue to meet in the Church Hall on Wednesday afternoons.
- ◆ **AOB:** There was no further business.
- ◆ **Date of next meeting:** will be on **Wednesday 5th July 2017** at 8pm (*Exec 7.30*) in the Church Hall.

**Meetings for 2017/18:** Wednesday 6th September & Monday 30th October, Wednesday 10th January 2018 at 8pm (*Exec 7.30pm*) Church Hall. The next AGM will be Monday 5th March 2018 in the Village Hall.

The meeting closed at 9.25pm