

Minutes from the AGM held on 3rd March 2025

Rachel Hitchcock welcomed members to the meeting.

- **There were 20 members and residents present:** Rachel Hitchcock, Matt Cable, Claire Buller, Vicki Sargent, Iain Wright, Sam Treharne, Becs Spendiff, Adam Lunn, Corinne Spooner, Chris Hunt, David Slater, Mike Hunter, Christine Thompson, Nick Moriarty, Justin Dowding, Richard Cave, Chris Hunt, Darius Laws, John Spooner, Gerry Battye
- **Apologies:** Jo Metson, Lorraine Brooks, Trevor Smy, Sally Dalton, Kathryn Niven, Maggie Ryan, Bryan Smith, Julie Clark, Robert Dossor
- **Contributions from:** Sally Dalton, Trevor Smy, Robert Dossor, Kathryn Niven, Gillian Manser
- **Minutes of the last AGM** on 4th March 2024 were approved (*proposed Vicki Sargent, seconded Claire Buller*).
- **Matters Arising from the last AGM:** Matters arising had been dealt with during the year.
- **CHAIR'S REPORT:** Rachel Hitchcock had circulated her report prior to the meeting.

The Community Council enjoyed another worthwhile year in 2024 and this report is a good opportunity to highlight the work that the Council does in Nayland and Wiston.

THANK YOU

Thanks as always goes to all those involved in the Community Council and their many contributions. Our membership is drawn from village societies and we are grateful for their ongoing support with our events and activities and for the opportunity to be able to support them in their endeavours too. It all helps to keep Nayland the thriving and active village we know and love! Thanks to the stalwart Executive Committee: Bryan Smlth, Lorraine Brooks, Claire Buller, Matt Cable, Jo Metson, Vicki Sargent, Julie Clark, Heike Ellwood and Maggie Ryan. Special thanks to Lorraine who has been keeping us all organised for many years now and who is relinquishing her role as Secretary following this AGM. Lorraine is tireless in all she does for the Community Council and other village organisations and thankfully she will be continuing to produce the excellent Community Times as well as many of her other activities. We are very grateful for all she does and we look forward to continuing to work alongside her.

COMMUNITY COUNCIL EVENTS AND ACTIVITIES

Thank you to everybody who helps with Community Council events – it's a credit to everyone that we are able to have such a full diary, raising funds to put back into supporting village activities.

Bonfire Night: Another fabulous sell-out event with over 1400 people coming along to enjoy Firework Crazy's brilliant display. We are in the process of signing them up for our 2025 display which will once again be on 5th November. Thank you as always to our many helpers at this event, including Fred Bugg for the bonfire, Iain Wright for the multitude of lighting and sound equipment and general 'kit' and of course everyone who helped on the refreshments, gate and stalls. Thanks too to naylandevents.org, Forget-Me-Not and Mill Street Store and Deli for their invaluable assistance with sales and to Mill Street Store for supplying the sausages. This is a real team effort, a fabulous community event and the Community Council's biggest fundraiser raising an amazing £4,816 in 2024.

Christmas Fayre: As always, thanks is due to all the village societies, including Woodland Corner, the Women's Institute, the Horticultural Society and the Conservation Society for providing Christmas stalls and to St James' Church and Nayland Baby and Toddler group for their children's activities. Thanks too to the external stallholders who brought a fantastic range of goods and wares to help kick start everyone's Christmas shopping. Nayland Primary School children entertained everybody performing a medley of numbers from the Polar Express and of course Father Christmas paid us a visit again for which we were very grateful. Finally, a big thank you to our refreshment team who kept everybody supplied with hot chocolate and mince pies.

Father Christmas, Christmas Eve Village Tour: It has become a tradition that Father Christmas pays the village a visit on Christmas Eve and this year was no exception with lots of families coming out to greet him on his route around the village. His mode of transport was once again George Pratt's tractor and trailer, driven by George's father Jim – thank you to them both and also to Father Christmas and his elf for turning out on such a busy day.

Christmas Trail: Started during Covid to bring some much needed Christmas cheer, our village Christmas Trail has also become a Christmas fixture. Thank you to all the households and businesses who participated in 2024, with the trees, wreaths and advent windows adding some festive fun throughout the village.

Village Christmas Tree: Thanks to Fred Smith for supplying our village tree to Claire and the team for putting it up despite the, once again, inclement weather conditions! It looked lovely in its position at the centre of the High Street – thanks too to Nayland Dental Surgery for supplying the electricity.

Village Quiz: The Annual Village Quiz continues to be well supported with 26 teams turning out for some good-humoured competition in the 2025 quiz which has already taken place.

Public Access Defibrillator: The Community Council continues to monitor the Public Access Defibrillator located at the Village Hall, sending regular reports to the Ambulance Service through the Community Heartbeat Trust and their Webnos application. Funding was agreed in 2024 (from the Community Council and the Parish Council) to provide a further Public Access Defibrillator on Bures Road, Wiston to serve the more rural parts of the village.

Water Level Gauge: After some time on our agenda I am delighted to report that the water level gauge was installed in the river at Caley Green on 23rd July. Thanks to Danny Thurlow Landscapes for installing the gauge which provides two water level readings; local depth and height above sea level.

Permissive Footpath Maintenance: The Community Council were pleased to support the ongoing maintenance of two stretches of permissive footpath in the village; the first along the right-hand side of Stoke Road and a second stretch between Court Knoll and the Allotment Field after it was highlighted that these had become very overgrown but that regular maintenance would mean that they could be easily used year round.

Resident Volunteer List: Thanks to Lorraine Brooks for co-ordinating this list of volunteers prepared to assist residents with errands such as prescription collection.

GRANTS: One of the roles of the CC is to provide grants to village organisations whose activities support our constitution. Grants issued in 2024 were: **Nayland First Responders Training Sessions** £157 to cover the cost of hall hire for the CPR and defibrillator training sessions held at the Village Hall; **Nayland Primary School** £400 to support re-establishing music projects within school **Baby and Toddler Group** £300 to assist with the cost of hall hire for their sessions; **Nayland First Responders** £155 to cover the hall hire costs for the fundraiser featuring Anthony Roberts performing Dickens' Christmas Carol. **Nayland Village Hall** £10,000 towards the replacement roof project subject to National Lottery Grant approval.

GOING FORWARD

Another full programme of activities is planned for the coming year and, as always, we would be delighted to welcome some new members to help in our efforts to support our vibrant community.

TREASURER'S REPORT: Matt Cable presented the year end accounts (attached) for the meeting and they were adopted (*Claire Buller, Iain Wright*).

Matt Cable also gave his report on finances to 23rd February 2025:

- **Breakdown of profits:** Quiz £608.
- **Grants paid:** Village Hall roof £10,000 – accrued to be paid at a later date.
- **Expenses:** £198 for 2024 defibrillator maintenance and £112 for hall hire..
- **Current Position:** The accounts show reserves of £29,034 represented by Deposit a/c monies £11,888, Current a/c monies £16,457, Cash on Hand £688. We hold £144 for the RBL Services Fund and grants are pending for: VH roof £20,000 and Lizzie's Fund £153. **Therefore unencumbered assets are £8,737**
- **ELECTION OF OFFICERS:** The following officers and committee were elected en bloc: **President** Bryan Smith, **Vice President** -, **Chair** Rachel Hitchcock, **Treasurer** Matt Cable, **Vice Chair** Claire Buller, **Secretary** Not elected at meeting. **Executive Committee** Jo Metson, Vicki Sargent, Julie Clark, Heike Ellwood, Maggie Ryan, Iain Wright. (*proposed Richard Cave, seconded Adam Lunn*). Parish Council representation continues to be shared between Laura Erith and Sam Treharne. Lorraine has stood down as Secretary, Rachel gave thanks for Lorraine's many contributions to the Community Council and said how grateful the committee are that she will continue to produce the excellent Community Times and maintain many of her much valued roles within the village.

CURRENT MATTERS ARISING:	Action by:
<ul style="list-style-type: none"> ▪ Executive Committee: As always we welcome new members to join the team – please spread an encouraging word to anyone who may be interested in joining us. It was highlighted that we are currently seeking a Secretary and hoped that we would be able to fill this role soon. 	
<ul style="list-style-type: none"> ▪ Recent Events: The <i>Fun Village Quiz on 7th February</i>. Thanks to Rachel Hitchcock for leading on this event and her team of helpers. It was very well supported with a record 26 teams taking part so enthusiastically and creating a jovial atmosphere - despite a few minor technical hitches! The quiz raised over £600 for council funds. 	
<ul style="list-style-type: none"> ▪ Community Defibrillator: Defibrillators are located at the Village Hall and at the Fire Station. The defibrillator at the Village Hall which is managed by the CC. The defibrillator at the fire station has now been registered with The Circuit (the British Heart Foundation's register of Public Access Defibrillators) which is linked directly to the Ambulance Service. The defibrillator at the village hall is already linked. This is important as it means that the Ambulance Service will refer 999 callers to the closest defibrillator. Community Heartbeat Trust (CHT) have confirmed that the location by the Parish Council Noticeboard on Bures Road has a good reach for access by properties in the more rural part of Wiston. The total cost is £2,695 + VAT of which the Parish Council agreed to contribute half. There is also an option for a managed service whereby the CHT supply the defibrillator minus VAT but retain ownership of it for 4 to 8 years. No specialist installer is required – the post will simply need concreting in place. Update: The Parish Council are able to claim back the VAT on this item and so will make the purchase (Rachel will organise) and the Community Council will reimburse their share. 	<p style="text-align: center;"><u>Rachel Hitchcock</u></p>
<ul style="list-style-type: none"> ▪ Plaque for Ken & Olive Willingale: the plaque to commemorate the contribution of Ken Willingale to the CC (including the existing commemoration to his wife Olive for her contribution to HortSoc) is now in place in the HortSoc section of the village hall garden. The plan was to officially unveil it on 5th April at the VH Gardening morning but unfortunately 	<p style="text-align: center;"><u>Rachel Hitchcock</u></p>

Rachel is now going to be away and other members of the committee were unavailable. It was therefore decided that the committee should establish an alternative date.	
<ul style="list-style-type: none"> ▪ Village Hall Gardening Morning: The next gardening session will be on Saturday 5th April from 9am - please support this if you can; it is a pleasant social activity and refreshments are provided. 	<u>All</u>
<ul style="list-style-type: none"> ▪ Community Involvement: If village groups have any vacancies on their committees or for volunteers please let Lorraine know so they can be promoted in the Community Times Volunteer Vacancies article. 	<u>Lorraine Brooks</u>
<ul style="list-style-type: none"> ▪ Resident Volunteer List: This is a list of residents prepared to assist other residents who at times are unable to get out for themselves and would benefit from having a prescription collected, an errand run or some shopping dropped off. If anyone requires assistance or could give assistance if needed please contact Lorraine Brooks. 	<u>Lorraine Brooks</u>
<ul style="list-style-type: none"> ▪ Correspondence: There had been no correspondence not included elsewhere. 	
<ul style="list-style-type: none"> ▪ Grants & Donations: <ul style="list-style-type: none"> ▪ Permissive Path Improvements: A quote has been received for installation of stabilising plastic grid to stretch of footpath between Court Knoll and the Allotment field that frequently floods. Rachel will contact the landowner for their opinion and look at the options. ▪ Horsewatering: June Freeman is seeking £400 towards ongoing maintenance of this patch of common land off Bear Street, specifically to provided 2 hours maintenance a month for 8 months of the year. It was agreed that the committee would consider this by email prior to our next meeting. ▪ First Responders: £75 for the hire of the village hall to hold two Basic Life Support training sessions, one in March, one in April. This was approved. (<i>proposed Claire Buller, seconded IainWright</i>) 	<u>Rachel Hitchcock</u> <u>All</u> <u>Matt Cable</u>
<ul style="list-style-type: none"> ♦ Community Times & Websites: The report had been circulated. For over 35 years, and 213 issues the CT has been keeping residents informed of what is going on in the parish. New technologies have enabled some changes and content differs slightly but it's hoped it continues to fulfil its role and be useful. New ideas and content are always welcome. There is quite a team behind producing the magazine every other month, without whom village news would not reach your doormats. We are very grateful to: all those who take the time to contribute articles, copy and reports on their societies, village happenings, letters and photographs; to members of the local Facebook group who raise awareness of issues and permit use of their photographs for inclusion; the dedicated team of distributors led by Trevor Smy; Pat Bray for her contributions of village news and for proof reading; pur long standing editor, Lorraine Brooks who tirelessly puts together every issue; the advertisers who cover printing costs and provide much valued income for the CC. Many thanks to all. Thanks also to Justin Dowding for managing the website www.naylandandwiston.net and for establishing the online ticket sales facility at www.naylandeents.org which has become increasingly beneficial to village organisations. 	<u>Lorraine Brooks</u> <u>Justin Dowding</u>
<ul style="list-style-type: none"> ▪ Village Calendar: The report had been circulated. The NwW Calendar has been popular with residents since it was first published 16 years ago. We are enormously grateful to the small team for their commitment and hard work in producing it. The calendar team are very grateful to: local businesses that sponsor the calendar, all those who enter their photographs and those who help with sales at local shops or village activities. And last but certainly not least, those who buy the calendars. We are delighted that Wendy Sparrow and Lorraine Brooks have agreed to continue with this project for another year, Claire Buller taking on sales. Plans are now in hand for the next photographic competition to generate images for the calendar. It will be conducted online and, as previously, we will ask residents to select their favourite images for inclusion in the calendar. Further details in the Community Times and at www.naylandandwiston.net. Deadline for entries will be 21st April and voting will take place over the weekend of 2nd-5th May. 	<u>Calendar Team</u>
<ul style="list-style-type: none"> ▪ Forthcoming Activities: other than the Calendar Competition there are no planned CC events until Bonfire Night. 	

SOCIETY REPORTS

- **HortSoc:** Trevor Smy reported that the Spring Show will be on Saturday 22nd March; the AGM and Fun Quiz with horticulture in mind on 15th April and the Morning Market on 10th May. They are pleased to be able to have a Summer Garden Party again this year which will be on 11th July and the Flower Show will be on 2nd August. Schedules for the Spring and Summer Flowers Shows, AGM documents can be found on naylandhortsoc.co.uk

- **Friends of Caley Green:** Sally Dalton reported that canoe clubs and keen river craft users are using the Green again as spring approaches. The deceased muntjac which had been hit by a car was removed. There have been recent swan wars as the pair on the pond jostle for territory on the river. The cob swan with the distorted wing is being monitored. He has been examined and his condition very healthy; his wing has been broken in the past and has healed but is out of shape. It is not causing him any pain but will prevent him flying.
- **Art Group:** Kathryn Niven reported that they continue to meet on Wednesday afternoons, with a mixture of tutored sessions, these where we follow up on this or explore our own ideas. They have been revising and extending their basic skills looking at colour wheels and painting composition as well as shapes when sketching. They are a mixed ability group would welcome new members.
- **Nayland Choir:** Kathryn Niven reported that they had three very successful concerts in 2024. The *Mozart Requiem* was a celebration of the choir's thirty years and was enabled by a generous grant from the Community Council which enabled us to have a twenty piece orchestra and for which we are very grateful. Their next concert on 29th March will be *Puccini's Messa di Gloria* and three short pieces with an Italian connection. This year, we are funding musicians from previous larger than usual audiences, extra subscription fees for members and raised ticket prices for this concert. They will have a summer evening of song with a light supper in the village hall in July. As ever, new members are most welcome.
- **Baby & Toddlers:** Gillian Manser reported they have been busy with looks of new families attending during January and February. Their sessions up until Easter will be 7th, 14th, 21st and 28th March.
- **Royal British Legion:** Robert Dossor reported that on 10th March Hugh Frostick will talk on 'The Stay-behinds' a story of resistance arrangements had the UK been invaded in 1940; on 1st May a visit to Ingatestone Hall; 1st June Pat O'Malley will continue the story of his father's exploits in the Far East; 1st November Poppy Appeal Coffee Morning and at their AGM on 24th Will Hitchcock on 'the adventures of Capt. William Flinders round Australia'. They are considering outings to Greenwich; a local industry visit; and to Lavenham Airfield. It is hoped to organise some kind of event to mark the 80th Anniversary of both VE-Day and VJ-Day but no confirmed plans as yet.
- **Nayland Meadow:** David Slater said they recently purchased some hedge trimming equipment and, thanks to John Carpenter, both hedges have had their annual trim. Advice is being provided for ongoing management of the trees that stand between the two hedges. We are investigating the possibility of getting a mains water supply to the meadow so that we do not have to rely on the pond. The sheep are expected to return sometime in March when spring has arrived.
- **Conservation Society:** Mike Hunter said in January their speaker discussed the reduction in numbers of house martins and the steps which can be taken to encourage nesting and in February Jo Caruth of Cotswold Archaeology gave a final report of the Court Knoll Project. This provided an opportunity to thank the many volunteers and organisations made the project possible. The report will be added to the Society's website once it has been approved by Historic England. On 11th March at their AGM Professor Jules Pretty will talk on the challenge of the climate and conservation crisis by reference to story-telling or chronicles. In June John Walker will give a talk on Wealden buildings, in October Dave Steward will be speaking on the subject of Kentwell Hall and in November Jackie Marshall will give an unusual talk 'Upstairs Downstairs' on the way life used to be in households fortunate enough to have the luxury of employees in service.
- Open Gardens will take on Sunday 8th June and they inclusion of gardens on the Heights. would welcome. Other dates include the Spring Litterpick on Saturday 26th April, a visit to Ingatestone Hall on 1st May, our Spring Footpath walk on Sunday the 11th May on a route yet to be confirmed
- **First Responders:** Adam Lunn said new year training sessions are being held; these annual assessments must be passed by all volunteers. Following a very kind donation from the St James' Church PCC Corinne was invited for tea at the vicarage of St. James' to explain her role as a volunteer and reveal our equipment. Responder Ryan attended a meeting at Stoke-by-Nayland resort promote our work. Adam and Corinne attended their yearly Falls Training refresher course; this allows them to deploy specialist equipment while conducting supplementary shifts on the North Essex CFR car. Their January figures they volunteered 277 hours and attended 2 calls.
- **St James' Church:** Chris Hunt said they have been able to maintain a rota of services every Sunday and this includes a family service once a month. Coffee mornings are held on Wednesday mornings and these remain well attended. The Annual Fete is on 5th May; if you can spare an hour or so to help you will be most welcome.
- **Parish Council:** Sam Treharne reported that the Annual Parish Assembly is on Wednesday 30th April. The Parish Council will contribute half the costs of a new Public Access Defibrillator to be installed on Bures Road, Wiston. Progress has been made with plans for the Scout Hut – further details to follow. All PCs are undergoing planning training to allow them to make more informed decisions on planning applications. They have two vacancies on the PC and would welcome new Councillors.
- **Village Players:** Nick Moriarty said there are preparing for the play, Ken Ludwig's 'Moriarty', a new Sherlock Holmes adventure directed by Mary Moriarty, with performances on 2nd, 4th and 5th April. Holmes and Watson are back on the case; their investigation leads them into a mystery filled with spies and intrigue. World peace is at stake and they must join forces with Irene Adler and others to take down the villainous Professor Moriarty.

AOB: Thank Yous: Thanks was given to the Community Council for their contribution to the village.

- **DATE OF NEXT MEETING:** will be **Wednesday 7th May** in the Church Hall at 8pm with Exec at 7.30pm
- **Meetings for 2025:** Wednesday 2nd July, Monday 3rd September, Wednesday 29th October.

The meeting closed at 8.10pm

Treasurer's Report 2024

Statement of income and expense

	Income	Expense	Surplus
Community Times	2,777.50	(2,047.65)	729.85
Calendar	1,488.50	(689.87)	798.63
Bonfire	9,231.50	(4,379.34)	4,852.16
Christmas	-	(445.99)	(445.99)
Quiz	712.81	(48.61)	664.20
Fayre	387.50	(104.77)	282.73
Defibrillator	-	(198.00)	(198.00)
Grants (note 1)	-	(2,200.00)	(2,200.00)
Centre (note 2)	579.41	(3,338.33)	(2,758.92)
TOTAL	15,177.22	(13,452.56)	1,724.66

Statement of financial position

	Open	Close	Change
Cash (note 3)	28,138.34	29,515.30	1,376.96
Accrued income (note 4)	-	287.50	287.50
Deferred income	(43.81)	-	43.81
Accrued expenses (note 5)	(11,234.28)	(11,162.89)	71.39
TOTAL	16,860.25	18,639.91	1,779.66

<i>Of which</i>			
RBL Services Fund	(88.51)	(143.51)	(55.00)

Unencumbered assets	16,771.74	18,496.40	1,724.66
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Notes

1. Grants made during the year

Nayland Choir	(1,500.00)
School Choir	(400.00)
Baby & Toddler	(300.00)
TOTAL	(2,200.00)

2. Central costs incurred during the year

Annual insurance	(633.42)
Web hosting and website	(228.58)
Path maintenance	(900.00)
Water level gauge	(1,045.20)
Other	(531.13)
TOTAL	(3,338.33)

All central income relates to deposit account interest

3. Cash balances at year end

Cash on hand	1,215.82
Current account	16,402.04
Deposit account	11,888.27
Paypal account	9.17
TOTAL	29,515.30

4. Accrued Income

CT advertising	287.50	<i>Collected in January</i>
TOTAL	287.50	

5. Accrued expenses

Grants made but not yet paid	10,153.00	<i>Including Village Hall roof and Lizzie's fund</i>
Other	1,009.89	<i>Includes support for Nayland Bear, CT printing and general expenses</i>
TOTAL	11,162.89	

Treasurer's Report

Over the course of 2024, the Community Council's principle sources of income were Bonfire Night (net income of £4,852), the Community Times (£730) and the Village Calendar (£799). The Village Quiz (£664) and Christmas Fayre (£283) also made helpful contributions.

Grants were made to support Nayland Choir (£1,500), Nayland School Choir (£400), and the Baby and Toddler group (£300).

The Community Council spent £1,045 installing a new water level gauge on the river, £900 on maintenance of paths around the village and £633 on the annual insurance that covers the various events we run. We spent £446 on the village Christmas tree and other festive activities.

At the end of the year the Community Council held £29.5k in cash, mainly in its current and deposit accounts. After net accruals of £10.9k this left unencumbered assets of £18.5k as shown in the accompanying financial statements and footnotes.

Treasurer: Matt Cable CFA

Chair: Rachel Hitchcock

I have examined the books of The Nayland with Wissington Community Council (without carrying out an audit), and in my opinion, the accounts for 2023 represent a true and fair record of the Society's financial affairs

Maggie Ryan FCA