



**MINUTES OF THE MEETING OF THE TRUSTEES
HELD ON MONDAY 15th MAY 2023 AT 6.10 PM
IN THE READING ROOM, DUNWICH**

1. WELCOME AND APOLOGIES FOR ABSENCE:

Present: Gussie Shacke-Andersen (GA) Chair
Dr Dennis Cox (DC) Vice Chair
Jon Dawson (JD) Treasurer
Roderick Smith (RS)
Jane Hamilton (JH)
Julian Perry (JP)
Val Bethell (VB)
Sharon Earp (SE)
Nigel Barham (NB)

Apologies: Henry Tomlinson (HT)

In Attendance: Julia Davison-Wilson, (JDW) Clerk

It was confirmed that a quorum was present.

Trustees' Declaration of Interest: JH an interest in Item 9, Grants.

2. MINUTES OF THE MEETING 13th MARCH 2023:

Were approved and signed by the Chair.

3. MATTERS ARISING:

Some items are covered in Confidential Minutes

JH reported that Dunwich Museum had spent £409 on 108 Coronation Mugs at £4 each. DTT has paid for the design. So far, 33 have been given away with a couple more on order when families visit in the summer making a total of 45 mugs that will be given away. The Museum has sold about 15 at £6.50 each and JH will advise how many are left at the next Trustees' meeting in July. The Trustees agreed that Dunwich Museum should not be out of pocket and DTT will pay for any remainder. DTT's gesture to donate free Coronation mugs to Dunwich children has been very well received by the village.

4. CLERK'S REPORT:

Clarke and Simpson have carried out their loft insulation survey and all but one of the properties had sufficient levels of insulation – 8". Billy Moore will insulate the loft hatch at 1 Maison Dieu to bring this property up to standard.

Two quotations for car park and paling fence repairs were received and the work will be done on 22nd May for a week and on 25th May. GA approved the start of work before this meeting because the work has been delayed due to the handover between John Lavery and JDW.

The Charity Commission website is now updated with the change in Trustees and a contact list has been circulated to the Trustees. The Website is also updated.

The Trustees decided to look at the layout of the DTT website with fresh eyes to see if it could be made clearer and pool ideas at the next meeting.

5. FINANCIAL REPORT:

The Treasurer circulated copies of his report to the Trustees. The finances were in good shape. The earned income for the year since January was over budget. There are some large invoices coming up. Some fund information was not available but will be by the next meeting.

6. GOVERNANCE:

No issues to report.

7. HOUSING

Covered in Confidential Minutes

8. GRANTS:

Covered in Confidential Minutes

9. ANNUAL OPEN EVENT:

After discussion the Trustees decided to have a table at the Dunwich Fun Day on 24th June that is from 12 – 5 pm. It was agreed that the Trustees would do shifts sitting at the table, with a poster showing photos of all the Trustees and show information about DTT grants. It was decided to show the land DTT looks after – the Gallows Field, the beach, Corporation Marshes - and a map drawn showing all the land DTT manages with photos of each area.

ACTION – SE to coordinate and to design a poster showing a photo of each Trustee, JP to design a map and Trustees to take photos of land that DTT owns.

10. A.O.B.

DATE OF NEXT MEETING Monday 10th July

JH explained that Dunwich Museum and Reading Room are applying for a Resilience Lottery Grant to renovate and improve the Reading Room and the whole site, and requested that GA, Chair, write a letter of support. The Dunwich Museum and Reading Room are seeking support from community groups as part of a feasibility study and evaluation for the lottery bid to gather information with the long-term view of developing the Reading Room Site and making it more sustainable for the community.

ACTION – GA to write a letter of support.

The Meeting closed at 8.00 p.m.

Signed:

Date:

