MINUTES OF THE MEETING OF THE TRUSTEES HELD ON 8th July 2024 AT 6.00 PM DUNWICH READING ROOM, ST JAMES STREET DUNWICH

Item		Action
1.	Welcome and apologies Present: Dr Dennis Cox (DC), Chair Sharon Earp (SE), Vice-Chair Jane Hamilton (JH), Trustee Julian Perry (JP), Trustee Henry Tomlinson (HT), Trustee Patricia Boechler (PB), Trustee	
	In attendance: Julia Davison-Wilson (JDW), DTT Clerk	
	Apologies: Jon Dawson (JD), DTT Bookkeeper	
	It was confirmed that a quorum was present	
	Conflict of interest: Trish Boechler, for Housing item	
3.	MINUTES OF THE MEETING HELD 13 th May 204 The Minutes were approved. MATTERS ARISING NOT OTHERWISE ON AGENDA	
3.	None None	
4.	CLERK'S REPORT Ian Moore visited the lane outside DTT tenants' houses during the weekend of 6 and 7 July to assess a suitable area for a ditch to drain flood water that comes down the hill. He will review options with Clarke and Simpson next week. Suffolk Highways have said the flooding does not meet their criteria for repair, and Clarke and Simpson are monitoring the situation. Website updated and Minutes uploaded – the clerk is addressing an issue with the minutes not opening after uploading to the website. The paling fence has been repaired and added to and Countryside Management's (that is the name of Jeff Redgrave's company) invoice forwarded to Jon Dawson. Chris Freeman has repaired the Mortuary steps and will be sending in an invoice.	
	The trustees decided to ask for quotes for a second paling fence to make a stronger barrier and add another layer of defence before winter. JDW to seek quotations.	JDW

	TB mentioned how difficult gutter cleaning is for more elderly tenants.	
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	The trustees decided to ask Clarke and Simpson to organise a gutter clean in November to alleviate this problem.	JDW
5.	TREASURER'S REPORT – see attached basic report. The unrestricted fund - £109,495.19 (30.6.24) Restricted - £45,791.70 (30.6.24) CCLA Q2 not received yet. Extraordinary payments Fencing Fisherman's Hut Planning Application Grants JD sent his apologies, the Trustees stated they would like the Treasurer to attend meetings so they can ask questions and fully understand the trust's financial position. Attendance could possibly be by Zoom and the chair will discuss this with JD.	DC
6.	ISSUES RAISED FOR DISCUSSION Memory Plaques The trust has received a letter via the Parish Meeting, requesting a plaque or something physical on the beach in memory of a deceased relative. The trustees decided not to go ahead – as they want to keep the beach as it is. Relatives can always visit the beach. The chair will reply to the letter.	DC
7.	BEACH AND CAR PARK Fisherman's Hut Webster have made a good start re vamping the hut and it is looking attractive. Many items are being replaced but only after consultation with the trustees. UK Power Networks are doing work, then HT/SE can call in an electricity company to connect – this will take at least six weeks. SE has found out that planning permission is needed because there is a change of use to Commercial, Business and Services. Planning is supportive of the project. HT confirmed a second verbal quotation had been obtained for renovating the hut but as it was more expensive and as no written quotation was received, the trust we with went ahead with Webster. SE is drawing up a plan for DTT's reasons for the renovation, i.e., for the community and as an investment for the trust funds. The trustees plan to present their reasons to the Parish Meeting.	HT/SE
	Area around Bins and Bottle Bank East Suffolk District Council have removed the fence and SE is waiting for the contractor to give a date when they can clear vegetation and then erect a new fence and gate. After the fence is finished, SE will obtain a quotation from the council for pressure washing the area.	SE

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rem	The area around the pill box will be stimmed and the trust wants to make it a place of interest. The hut before the bins area is looking in poor condition. Winch Huts East Suffolk Council have advised that any change of use of winch hut requires planning permission. The council is keen to preserve the huts' heritage. Electric Charging Point SE asked UK Power Networks how easy it would be to have a charging point in the car park. However, the cost of putting the right infrastructure in would be very high c £40,000, which is too expensive. Disabled Parking	HT/SE
	The trustees would like to have some disabled parking bays in the trust part of the car park and will think how this could be achieved.	
8.	Land Gallows Field JH is awaiting news of the Suffolk and Essex Coastal Heaths National Landscape grant for hedging recently applied for; she is responding to questions on some figures and hopes to have an answer on the application very soon.	ЛН
	The bracken has got out of control, particularly in the top right-hand corner and gets in the way of the footpath. The trustees decided that JH should find a contractor to prepare the ground ready for the hedging to be planted by volunteers with some help from hedging firm. SE circulated the survey of Gallows Field that The National Trust made to the trustees.	ЛН
9.	Grants Two grant applications were discussed and decided upon.	
10.	Housing The trustees had a preliminary discussion about the annual rent review.	
11.	A.O.B. and date of next meeting Clarke and Simpson recently conducted a routine inspection of 5of the DTT properties, and noted repairs and maintenance that needed doing. Some tenants found it intrusive that photos were taken of the rooms in their property rather than photos of damage or wear and tear. JDW will check with Clarke and Simpson on the criteria for including photos in their reports. Date of next meeting – Monday 9th September, 2024	JDW

Cianal	
Signed	

Dated