

Minutes from the meeting held on 29th October 2018 in the Church Hall

Rachel Hitchcock welcomed members to the meeting.

- ◆ **There were 16 members present:** Rachel Hitchcock, Maggie Ryan, Lorraine Brooks, Claire Buller, Vicki Sargent, Colin Ramsell, Colin Moule, Iain Wright, Mary George, Trevor Smy, Rob Swan, Sally Dalton, Chris Hunt, Tracy Le Grys, Mike Hunter, Jeannette Finch.
- ◆ **Apologies were received from:** Ken Willingale, Bryan Smith, Julie Clark, Wendy Sparrow, Luke Rumbelow, John Parsonson, Martyn Booth, John Partridge, Kate Baird
- ◆ **Minutes of the last meeting** held on 5th September were approved (*proposed Colin Ramsell, seconded Iain Wright*).

MATTERS ARISING:

- ◆ **Executive Committee:**

Rachel Hitchcock gave a plea to encourage members of village groups or individuals to join the Community Council Executive. A few more members would bring new ideas and thoughts to the CC. Membership is not onerous; meetings are held just six times a year.

Action by:

- ◆ **Fundraising Activities & Events:** Ideas for fund raising projects to benefit the CC are always welcome.

- ◆ **Community Defibrillator:** Rachel Hitchcock reminded the meeting there are now two defibrillators in Nayland – at the Village Hall and at the Fire Station. The importance of this equipment has been highlighted in the media, most recently in saving the life of the footballer Glen Hoddle.

Rachel thanked those who supported the defibrillator training session on 18th October which reassured the defibrillators are easy to use. Wider publicity will be given to another training session to be held next year.

Rachel
Hitchcock

- ◆ **Nayland 10k Fun Run:** Rachel Hitchcock said confirmation has been received from the Charity Commission that there are no problems with the CC being involved with this event, that it is fine to have an association with a commercial organisation and receive a donation from the event. Lots of charities do have this sort of arrangement. There is no specific legal requirement to have a formal agreement, however, the Charity Commission said that some kind of formal agreement and risk management strategy would be a sensible measure to safeguard us as a charity from any liability. They don't have a template for this, but suggested contacting the Fundraising Regulator, which Rachel will do.

Rachel
Hitchcock

The next 10k Fun Run will be held on 30th June 2019 and we will help with volunteers.

- ◆ **Village Hall Garden:** The gardening morning on 13th October was sparsely attended. The CC section of the garden needs attention.
- ◆ **Correspondence:** There had been no correspondence not included elsewhere

TREASURER'S REPORT: Maggie Ryan gave her report.

- **Activity year to date:** Grants awarded have been £1,860 to Nayland Cinema and £300 toward 10k Fun Run road safety, now repaid and grants shown net; and £94 toward the shared cost of Nayland's website. We have recognized income of £1,133 from the 10k Fun Run (a total donation of £1,433 of which £300 repays earlier grant)
- **Breakdown of profits:** Quiz £395.04, Community Times £1,547.50, Calendar £130.51, Fireworks (£1,265.22)
- **Current Position:** The accounts show reserves of £19,682.92, represented by Deposit a/c monies £10,624.65, Current a/c monies £8,991.57, Cash in hand £66.70. We hold £318.50 for the Services Fund. **Unencumbered assets are therefore £19,364.42.**
- **Administrative matters:** The Charity Commission annual return has been filed.

- ◆ **Grants & Donations:**

- **Nayland Community Store Ltd (reimbursement of funds):** A proposal to reimburse funds that Maggie Ryan, Liz Mellon and Simon Carter put into the venture from their own pockets was considered. The total amounts to: £1250. Although not successful, the Save Our Post Office venture was very much in line with the Community Council's aims as set out in our Constitution and we were extremely grateful for the work put in by the Community Store team and do not feel that individuals should be out of pocket. The Charity Commission have confirmed that there is no reason that we cannot do this. The reimbursement was agreed (*proposed Rachel Hitchcock, seconded Bryan Smith*)
- **Donation of Toys:** The CC is very grateful for a donation of 200 light-up toys which can be sold to raise funds at Bonfire and Fireworks and other events.

- ♦ **Community Times & Websites:** Lorraine Brooks gave the usual plea for contributions for the next issue. Please take and submit photos of village activities and for See It Snap It - particularly at the Fireworks and Christmas Fayre.

Lorraine
Brooks

It was agreed the 'Save Our Post Office' page on the CC website could be replaced with a 'Support Our Local Shops' on the CC website. Lorraine would contact shop-keepers and make changes. Details of the Save Our Post Office campaign would be archived and included elsewhere.

Lorraine reminded societies to look at the events calendar on the Nayland & Wiston website when planning events to avoid clashes with other village activities.

- ♦ **Village Calendar:** Lorraine Brooks said the calendar is now on sale at the Post Office and Forget Me Not and will be available at as many village events as possible. The 2019 calendar is now in profit by £130.

Calendar
Team

An appeal for additional help with selling was made; at local events/venues/groups. Rob Swan said they could be sold at Nayland Choir events; he will liaise with Hazel Gardiner.

The current Calendar Team recently confirmed they will not be continuing with a 2020 calendar. "They have enjoyed producing the calendar for the last 10 years, but they are not getting any younger. The 2019 calendar currently on sale will be their last." Lorraine thanked the rest of the team, who have generated funds for the CC in excess of £700 every year for the past decade, for their dedication to the project. She added the popularity of the calendar, based on the number sold/income generated, has not dwindled so perhaps the CC may feel it would be worth looking for other volunteers to continue the project.

Rachel
Hitchcock
& Lorraine
Brooks

Rachel Hitchcock reiterated the CC's thanks to the Calendar Team adding it would be a shame to lose the village calendar. It was agreed an appeal would be made for a new team to take the calendar forward. If you can help please let Lorraine or Rachel know.

- ♦ **Forthcoming Activities:**

- **Bonfire Night on Monday 5th November:** Iain Wright said the fireworks have been ordered and he will collect and organise wrapping. A marshall will be needed on the field for parking and to stop those parking going in without paying.

Iain Wright

A new stream lined system of selling the produce will be: **Hot dog and Mulled wine sales** will have two queues; one selling mulled wine only, one selling Hot dogs and mulled wine. Queues will be well sign posted. We will pre-cook and BBQ 200 sausages (kept warm in the warming oven). Alongside this table 11 litres of mulled wine will be ready in a large insulated dispenser. On a separate table for mulled wine only the wine will be in insulated containers. **Hot Chocolate/Children's drinks** on a table next to the mulled wine. Hot water in the urn will be used to make the hot chocolate. **Sparklers/Necklaces/Glow toys** - These will be sold on a separate table on the end in the same position as usual. **The** large tables from the chair stall will be used for ease of set up.

Maggie Ryan

Rachel
Hitchcock

Claire Buller

Helpers roles and responsibilities: **BBQ** - Gary/Tony to set up and light from 4pm. Jenny and Gill to start preparing and cooking sausages from 4pm. Anna and Claire to help with preparing and cooking anytime after 4.30. Once sales start at 6.15 to 6.30 Claire and Luke to serve hot dogs, Gary and Jenny to continue to cook sausages, Gale to serve mulled wine alongside the pre cooked hot dogs, Gill and Anna to collect the money. (Rachel to help once released from the gate). £2 per Hot dog/Vegetarian sausage, £3 for mulled wine. **Mulled Wine** - Vicki and her Mum (Carol) to prepare mulled wine in kitchen from 5pm and decant into drink dispensers ready for serving outside (no need for gas stoves outside). Ben to serve mulled wine from 6.15 on the mulled wine only queue. Tony to collect the money for mulled wine. **Hot Chocolate** - Emma and Evie to sell Hot Chocolate and Children's drinks. £1 hot chocolate 50p children's drinks. Julie to help once released from the gate. **Sparklers/Glow Necklaces/Light up toys** - Sharon, Andrew to sell and Rebecca to collect the money. Sparklers £1.50, Glow necklace £1.00, Light up toys £3. Maggie to prepare the floats and Wayne to take care of assisting Maggie during the evening with security.

If anyone else can help please contact Claire Buller 263344 for sales, Rachel Hitchcock 233169 for gate or Iain Wright 263646 for setting up, etc.

- **Christmas Fayre on Saturday 1st December, 10.30-1pm:** Rachel Hitchcock said the School Choir would provide entertainment, Father Christmas would be attending and bookings for stalls have been received. Andrew Gowen is kindly organising mulled wine. Rachel confirmed all is in hand. She would continue preparations and circulate progress but cannot attend on the day; Claire Buller and Julie Clark will co-ordinate on the day.

Rachel
Hitchcock
Claire Buller
Julie Clark

- **Village Christmas Tree:** Claire Buller confirmed the tree will be delivered for erection on Sunday 9th December at 9am. Volunteers to assist would be welcome. The tree will be taken down on Sunday 6th January at 9am.

Claire Buller

- **Village Quiz:** The next quiz is scheduled for Friday 7th February.

Rachel

SOCIETY REPORTS

- ◆ **Art Group:** Colin Ramsell said numbers attending remains steady. Their two visiting tutors, Vernon Lever and Mary Watson continue to attend. Anne Spencer is organising our Christmas Dinner at the Angel Inn at Stoke.
 - ◆ **HortSoc:** Trevor Smy said the weather was perfect for their outing to RHS Hyde Hall in September, the October talk on '*Hidden Nurseries of East Anglia*' was interesting. At their joint meeting with the Conservation Society on 12th November the subject of the talk will be the '*Perils of Bird Migration*'. HortSoc will have a stall at the Christmas Fayre.
 - ◆ **Women's Institute:** Jeannette Finch said at their last meeting Brian D'Arcy gave an interesting talk on *Living with Ghost*. On 19th November Graham Higgins will talk about '*Tales from the Bench*' and on 17th December Sue Allis will give a '*Sugar Craft Demonstration*'. Also in November they will be having lunch at Assington Barn. They have an interesting programme organised for 2019.
 - ◆ **Friends of Caley Green:** Sally Dalton said they have completed the reduction of reeds along the river bank at Caley Green for this year. The Environment Agency did a little dredging in the river centre to enable navigation of canoes for the annual *Sudbury to the Sea* event. There was a swan death on the A134 recently during turf wars while the Nayland swans were defending their territory from a new young pair of swans. Swan Rescue and British Ornithology were aware.
 - ◆ **Parish Council:** Mary George said they have one new councillor but still have one vacancy; fewer volunteers helped at the recent community litter-pick; SCC Highways will no longer be providing grit heaps in Wiston and on Gravel Hill; there are many other ongoing issues with Highways; SCC won't cut back trees along Horkesley Road, the Environment Agency will no longer clear the river grill below the bridge in Mill Street and suggest appealing to residents to do the work.
 - ◆ **Conservation Society:** Mike Hunter said during a government review into the nation's National Parks and Areas of Outstanding Natural Beauty (AONBs) extension of the Dedham Vale AONB is being looked at. Peter Minter gave a fascinating talk on the *Bulmer Brick and Tile Company* which has a rich history. At the joint meeting with HortSoc on 12th November Dougal Urquhart will talk on *The Perils of Bird Migration*.
 - ◆ **Royal British Legion:** Mary George said events to commemorate the end of WW1 begin on 8th November with a small service on Caley Green and school children will lay 48 crosses as a Field of Remembrance. On 11th November the commemoration will begin at the War Memorial followed by a service in St James and than a historical display, refreshments and singing at the Village Hall. A booklet has been produced. Chris Hunt said the knitted poppies are now on display in St James. The annual Poppy Appeal Coffee Morning will be on 10th November, 10am at the Church Hall. The RBL Christmas Party will be on 17th December.
 - ◆ **Nayland First Responders:** Tracy Le Gryns was welcomed to the meeting. She was pleased to say two new volunteers from Nayland had come forward to join their team but more would be welcome. Training is given and the amount of time volunteers give is entirely up to them. Contact Tracy if you would like to know more as she has the equipment and would be able to build your confidence.
 - ◆ **Nayland Churches:** Chris Hunt said it is a busy time for the churches – look out for what is going on. The new servery and toilet facilities in St James have been completed and it is hoped the church will become a venue for concerts and other events.
 - ◆ **Bell Ringing:** Chris said handbell ringing takes place in the Church Hall on Tuesdays, and church bell-ringing is great fun – contact Chris if you would like to join them or know more.
 - ◆ **Messy Church:** Rachel Hitchcock said the sessions held monthly on the last Sunday, usually at Stoke Church, were well supported. Activities included craft and games based around informal worship and afternoon tea.
 - ◆ **Baby & Toddler Group:** They have new group of organisers, Kate, Anna and Helen, all village residents. Attendance has been high, so much so that the entrance charge has been reduced to £3.50. This still includes healthy snacks for the children, tea/coffee and cake or biscuits. The previous successful format will be kept - an hour and a half of play and at the end, 15 minutes of singing with musical instruments and puppets. They plan to introduce a 'creative station' where the children can draw and create cards etc with stickers, crayons and other materials.
 - ◆ **Nayland Choir:** Rob Swan said they are rehearsing for the '*Airs for Armistice*' concert on 24th November which includes some beautiful music related to WW1. They will participate at the Candlelit Carol Service and Carols Around the Christmas Tree.
 - ◆ **Village Hall:** Iain Wright said planning for replacing the roof has been approved. They hope to have working drawings in January; the approximate cost will be £100,000. The VHMC will be investigating grant options and will need help from the village with fundraising. The CC and PC may be asked to consider permitting some of the Endowment Fund being used towards the roof. He said maintenance costs have been high and hire costs will be increased in January.
- ◆ **AOB:** There was no further business
- ◆ **Date of next meeting:** will be on **Tuesday 8th January 2019** at 8pm (*Exec 7.30pm*) in the Church Hall. **Meetings for 2019:** The AGM will be on Wednesday 6th March. General meetings will be Wednesday 8th May, Wednesday 3rd July, Wednesday 4th September & Monday 28th October.

The meeting closed at 9pm