

Minutes from the meeting held on 2nd May 2018 in the Church Hall

Rachel Hitchcock welcomed members to the meeting.

- ♦ **There were 17 members present:** Rachel Hitchcock, Julie Clark, Maggie Ryan, Lorraine Brooks, Claire Buller, Colin Ramsell, Colin Moule, Tricia Hall, Luke Rumbelow, Martyn Booth, Wendy Sparrow, Chris Hunt, Rob Swan, John Partridge, Sally Dalton, Simon Carter, Lizzie Carter.
- ♦ **Apologies were received from:** Ken Willingale, Trevor Smy, Vicki Sargent, Nicola Peachey, John Parsonson, Bryan Smith.
- ♦ **Minutes of the last meeting** held on 10th January were approved (*proposed Julie Clark, seconded Claire Buller*).

MATTERS ARISING:

- ♦ **Executive Committee & Constitution:** The amended Constitution eliminating the requirement for a Legal Representative on the Executive Committee, as agreed at the AGM, was signed by the Chair and Secretary. Copies will be circulated to the Executive Committee and available on the CC website. **Action by:**
Lorraine Brooks
- The Community Council Executive would welcome more members of village groups or individuals to join them as members of the CC.
- ♦ **Fundraising Activities & Events:** The CC are focused on events for 2018 but ideas for fund raising projects to benefit the CC are always welcome.
- ♦ **Community Defibrillator:** Rachel Hitchcock said the Lottery Awards For All grant application had been successful and £3,474 has been received towards providing a second community defibrillator for the village. Rachel will now liaise with Community Heartbeat Trust (CHT) to provide and install a defibrillator at the Village Hall. A training session will also be organised in liaison with CHT and the Fire Station, where the other defibrillator is situated. Rachel Hitchcock
- ♦ **Community Post Office:** Simon Carter reported on the current situation.

Nayland Community Store Ltd (NCSL) met with Ian Harris and the Post Office Ltd Project Management Team on 12th April. We have now agreed a *provisional* timeline to take our campaign to a successful conclusion. If all goes according to plan the key dates we are working towards are:

- By 31st May all legal issues are concluded
- By 30th June we exchange conditional contracts with Patsie Ford
- On 12th July we hold a village meeting and formally launch the share prospectus
- By 31st July we confirm the funding target is met or abandon the project if it is not
- On 31st August execute legal completion and THE CURRENT POST OFFICE WILL CLOSE
- On 3rd September Post Office Ltd agree reconciliation of business assets
- On 4th September the refurbishment begins
- On 26th September we declare Nayland Community Store “Open for Business”

NCSL Team

Whilst we do have confidence in these dates, I must stress that they are *provisional*. NCSL will keep information about the up-to-date position at the Post Office, on the website and through other publicity.

The Post Office will be closed for refurbishment from September 1st - 25th. Post Office Ltd will not allow us to set up a temporary facility during this period. We will try to devise plans for the continuation of newspaper deliveries and sales during the closure period. Newspaper sales can only be made through commercial premises.

Our current challenges are:

First, the cost estimates for the refurbishment works were made over a year ago and are now being updated. We also want to invest non-post office retail stocks and provide for a part-time retail overseer to set up and develop the shop profile. We have welcomed the excellent help we have received on a fee-free basis from our solicitors, Birkett Long & Co in Colchester, but have encountered additional legal and other charges that were not anticipated in our original planning.

All of that means we will need to increase our target for fundraising from the sale of shares to residents by around £10,000, to target close to £70,000. We will have a precise figure at the time the prospectus is launched. Our pledge total currently stands at £57,491 and we do have the offer of a grant from the Suffolk CC LEADER Programme at up to a maximum figure of

£24,000 towards the refurbishment costs. Whist the refurbishment costs are increased, the grant maximum is fixed and so the additional refurbishment costs will need to be found from the sale of shares in NCSL.

Our second challenge concerns people and expertise. We will soon be making contact with those residents who have put themselves forward as volunteers to help serve at the Post Office counter and also in the retail shop so that we can organise contracts and training ahead of the opening date. NCSL executive team would welcome any help or advice from any persons in our community who have good retail management experience.

Our third challenge concerns the longer term process, beyond the launch. The current board have committed to making it legally possible and potentially financially viable to ‘Save Our Post Office’. Assuming we can raise the finance from the sale of shares, the current board of directors will have succeeded in their mission to Make It Possible. **We now need to reach out to the recruit new board members To Make It A Success** as an ongoing commercial business.

We will ask for volunteers to join the board or executive team. We would welcome any persons with relevant retail, business or financial experience. We need to have the next team identified by the time we make the prospectus launch, provisionally booked for 12th July.

The NCSL team were thanked for their perseverance with this important project.

- ♦ **Village Hall Garden Working Party:** The gardening morning held on Saturday 14th April had been poorly supported. The CC will check the condition of their section of the garden and make greater effort to attend the next gardening session.
- ♦ **Recent Activities:**
 - **Community Council AGM:** *Monday 5th March.* Actions from the AGM have been dealt with or included on the agenda for this meeting,
- ♦ **Correspondence:** There had been no correspondence not included elsewhere

TREASURER'S REPORT:

Maggie Ryan gave her report.

- **Activity year to date:** Lottery grant funding of £3,474 has been received for Nayland's second defibrillator.
- **Breakdown of profits:** Quiz £395.04, Community Times £504.50, Calendar £30.
- **Current Position:** The accounts show reserves of £23,829.54, represented by Deposit a/c monies £10,599.50, Current a/c monies £13,163.26, Cash in hand £66.70. We hold £118.50 for the Services Fund and £3,474 for the defibrillator fund. **Unencumbered assets are therefore £20,237.04.**

♦ Grants & Donations:

- **Nayland Cinema (Village Hall):** An application has been made by Karen Freeman, who is keen to relaunch Nayland Cinema. A recent survey confirmed the popularity of reinstating the cinema and identified areas where improvements are needed; this was largely concerning the acoustics. An improved sound system would benefit other hall users. A quote for £3,721 was obtained from Marks Tey Radio, which was considered competitive by Nick Moriarty. The grant required is £1,860; Village Hall funds will cover the remainder. The grant was agreed (*proposed Rachel Hitchcock, seconded Tricia Hall*).
- **Nayland 10K:** An application for £300 has been received from Luke Rumbelow to provide 4 professional marshall to ensure safe crossing for runners crossing Stoke Road during the Fun Run. The actual cost will be £350. The grant was agreed (*proposed Maggie Ryan, seconded Julie Clark*).
- **Nayland Table Tennis Club:** A letter has been received by Jane Barbrook and Tony Mann, representing the Club, making a donation to the CC. They are in healthy financial situation and have expanded, currently using four tables, due to the popularity of the club. They were very grateful for the CC's grant when they were becoming established as a new club and wish to acknowledge that with a donation of £300. The CC felt that was a very kind gesture; Rachel will pass on our thanks.

Maggie Ryan

Maggie Ryan

Rachel
Hitchcock

Lorraine
Brooks

♦ Community Times:

Lorraine Brooks gave the usual plea for contributions for the next issue. There has been a little movement in advertising; more gains than losses. Please take and submit photos of village activities for in the CT and the website; also for See It Snap It.

As Justin Dowding highlighted previously for the Nayland and Wiston website, please add your events which are not being held at the village or church halls to the events calendar. It is easy to do and is useful for promotion now many people access the website from phones and devices. It also helps prevent clashes with other village events. Contact Justin on 262217 if you need a password.

- ♦ **Village Calendar:** Lorraine Brooks said the calendar team are grateful to all those who entered the competition including several new photographers. There will be a good display of photographs on Bank Holiday Monday 7th May from 1-4pm in the Church Hall (judging takes place in the morning). The CC history will also be on display.

Calendar
Team

Luke Rumbelow kindly offered to take sponsorship for Nayland 10K. The calendar team are very grateful to all twelve sponsors for supporting the calendar.

♦ **Forthcoming Activities:**

- **Calendar Photographic Competition:** *Monday 7th May. As report above.*
- **Nayland 10K:** *Sunday 1st July:* Luke Rumbelow, who is organising the Fun Run with assistance from the CC, gave an update on progress including that 500 runners have registered so far. 25 to 30 volunteers will be needed for various roles (refreshments, registering runners, finishing line, handing out medals, marshalling, car park, etc) - please contact Luke or Rachel if you can help. Details of the event are available on www.nayland10k.co.uk or visit www.facebook.com/nayland10k for news.
- **Fun Village Quiz:** The date of the next quiz was set as *Friday 8th February*. The village hall has been booked online.

Luke
Rumbelow
& team

SOCIETY REPORTS

- ♦ **Art Group:** Colin Ramsell said Elizabeth De Alwis, a Boxford based painter, illustrator and art tutor, came along to demonstrate various art techniques. She provided a refreshing change of approach.
- ♦ **HortSoc:** Colin Ramsell said the Spring Show went well although entries were down due to the cold wet spring, Ian Seager gave an interesting talk on '*Wildlife Gardens and Conservation*' and the AGM & Fun Quiz was enjoyed. The Morning Market will be on 19th May; they are taking bookings for a coach outing on 6th June to *Lullingstone Castle & the World Garden*.
- ♦ **Book Club:** Wendy Sparrow said they recently read and reviewed '*Miss Garnet's Angel*' by Sally Vickers. They are currently reading '*Before I Go To Sleep*' by SJ Watson.
- ♦ **Women's Institute:** Wendy Sparrow said the Nayland WI branch celebrated their 61st birthday with lunch at Assington Barn and they hosted the Three Valleys Group meeting with the theme WW1. Their Annual Meeting, Resolutions and Beetle Drive will be on 21st May and on 18th June the subject of their meeting will be SSAFA, the Armed Forces Charity.
- ♦ **Friends of Caley Green:** Sally Dalton said contractors will be removing the fallen Willow tree across the river. During the Parish Assembly, when questioned regarding any changes planned for the green, the PC confirmed they have been busy and are two councillors short so there are no current proposals for any changes.
- ♦ **St James Church & Bellringers:** Chris Hunt said work on the Lavatory, Servery and Storage project is authorised to go ahead when the contractor is available. On 2nd June Chris will be leading a John Constable Birthday walk from Stoke to Nayland; Rachel recommended Chris' walks as always being very interesting and entertaining! The handbell ringers will be having their first meeting on 8th May.
- ♦ **Parish Council:** Martyn Booth highlighted the importance that residents complete the Housing Needs Survey which will be delivered to all households by 5th June. They will be anonymous and should be returned by 26th June.
- ♦ **Conservation Society:** John Partridge said the May Day walk, on 7th, will take the path to Leavenheath, then the Beachams Farm bridleway and back down Gravel Hill. The visit to Belchamp Hall, a location used the BBC series Lovejoy, is fully subscribed. There are some new gardens included for Open Gardens on 10th June. On 25th June Bill Sargent will talk about Pargetting. All are welcome to their meetings.
- ♦ **Royal British Legion:** John Partridge said they will be visiting Rix's Stourgarden on 9th May. Their next meeting is on 14th May when Dick Strover will be talking about his father's experiences in the Royal Flying Corps during WW1. All are welcome to their meetings.
- ♦ **Nayland Choir:** Rob Swan said they enjoyed their *Hallelujah* concert in April. Rehearsals begin on 7th June for a concert of light music and a barbecue on 15th July.
- ♦ **Village Players:** Chris Hunt said their Christmas production will be Peter Pan with auditions taking place on 8th and 11th July. Their next monthly drinks meeting at the Anchor will be on 4th May.
- ♦ **Woodland Corner:** They are thriving at the moment and looking forward to a busy summer term. Their next fundraiser, in conjunction with Nayland School HSA, is the Pop Up Circus on 16th June at the Village Hall.
- ♦ **Nayland School HSA:** Rachel Hitchcock said their Summer Fete at the School and a Pop Up Circus, in conjunction with Woodland Corner, at the Village Hall Playing Field will take place on 16th June.
- ♦ **Baby & Toddler Group:** The group has been growing with over 20 regular babies/toddlers and is currently financially sound. They are looking for new team leaders to take over in September when their children move up.

AOB: There was no further business.

Date of next meeting: will be on **Wednesday 4th July 2018** at 8pm (*Exec 7.30pm*) in the Church Hall.

Meetings for 2018/19: General meetings will be Wednesday 5th September & Monday 29th October & Tuesday 8th January 2019 at 8pm (*Exec 7.30pm*) Church Hall. The AGM will be on Wednesday 6th March.

The meeting closed at 9pm