

## Minutes of the virtual meeting (*due to Covid-19*) held on 6th July 2020

Rachel Hitchcock welcomed members to this meeting and was pleased to 'see' everyone present.

- ◆ **There were 12 members present:** Rachel Hitchcock, Julie Clark, Maggie Ryan, Claire Buller, Bryan Smith, Luke Rumbelow, Vicki Sargent, Lesley Jameson, Sophie Williams, Lorraine Brooks, Ned Cartwright, Justin Dowding
- ◆ **Contributions from:** Wendy Sparrow, Mike Hunter, Trevor Smy.
- ◆ **Apologies were received from:** Jo Metson, Mike Hunter, Iain Wright, Tracy Le Gry.
- ◆ **Minutes of the last meeting** held on 6th May 2020 were approved (*proposed Claire Buller, seconded Julie Clark*).

### MATTERS ARISING:

#### ◆ **Executive Committee:**

Rachel Hitchcock welcomed Sophie Williams and Lesley Jameson to the meeting and introduced the committee who were delighted that they were joining the Exec. (*proposed Claire Buller, seconded Julie Clark*). Lesley is willing to take on the role of Treasurer as Maggie Ryan would like to step down due to her new work and college commitments; they will liaise with a view to being able to confirm the handover at our next committee meeting.

Action by:

Maggie Ryan &  
Lesley Jameson

- ◆ **Fundraising Activities & Events:** Ideas for fund raising projects to benefit the CC are always welcome – for when life returns to normal.
- ◆ **Community Defibrillator:** Defibrillators are located at the Village Hall and at the Fire Station; the defibrillator at the Village Hall was provided as a Community Council project and is monitored by them. Annabel Hitchcock has taken on weekly monitoring of the defibrillator as part of her Duke of Edinburgh volunteering (this has been checked with the Community Heartbeat Trust). She is very happy to help with any Community Council activities as part of this so please bear her in mind.

Rachel  
Hitchcock &  
Tracy Le Gry

As previously discussed another training event will be arranged by Rachel Hitchcock and Tracy Le Gry once the C-19 issues are over. This could introduce other aspects of First Aid.

- ◆ **River Stour Water Level Gauge:** Members previously agreed provision of a water level gauge located on the river in a position where residents can see it would be useful and a point of interest for residents. The NwW Land Company, as riparian landowners, are willing to have the gauge sited on the Meadow bank. The precise location is not decided but it is noted that visibility from Caley Green is preferred, with a gauge on each side of the post to be seen from each riverbank. Mike Hunter is awaiting the all clear from EA to install a gauge board. An installer is being sought. It will need to be installed with the correct 'zero line' as the point of the gauge is to measure low levels; the sluice gates redirect any flood waters.

Lorraine Brooks  
& Mike Hunter

- ◆ **Nayland 10k Fun Run:** [nayland10k.co.uk](http://nayland10k.co.uk) Luke reiterated this year's 10k was cancelled due to C-19 and although they considered the suggestion of a virtual 10k it was not pursued. He is looking forward to next year's event on Sunday 4th July 2021. Luke is hopeful for a solution to the parking provision and will liaise with Maggie.

Luke Rumbelow

#### ◆ **Recent Activities:**

- **Calendar Competition: 26th-28th June.** Members thanked Lorraine Brooks and the (now very small) calendar team. The competition with voting via the internet was well supported. 199 photographs were submitted for the competition by 41 photographers (usually it's around the 100 photos mark or just over from about 24-28 photographers. 56 people voted with 30 votes going to the most popular photo, 29 to second (last year there were 60 voting visitors to the Church Hall). There's been very positive feedback by those who have seen the results on Facebook and by email.

As this year has been exceptional in many ways and the competition so well supported it was suggested this might be an appropriate opportunity to create a photo album of the images entered. The last time this was done was 2014. The cost would be £30 to have the 200 photographs printed with Boots, and a 200 image photo album would cost about £25. Alternatively a glossy printed photobook would cost about £80. It was agreed to produce a photobook (*proposed Rachel Hitchcock, seconded Claire Buller*). In addition a digital version for the website would incur no cost.

Lorraine Brooks

**TREASURER'S REPORT:** Maggie Ryan gave her report on finances to 30 June.

- **Breakdown of profits:** Quiz £402, Community Times £793, Village Calendar £125.
- **Grants paid:** Nayland School Music Group £400, NwW Land Co, £550 & NwW Conservation Soc. £649.
- **Current Position:** The accounts show reserves of £27,305.98, represented by Deposit a/c monies £10,715.64, Current a/c monies £16,367.56, Cash in hand £222.78. We hold £318.50 for the Services Fund and grants are pending for: VH roof £10,000, Lizzie's Fund Walk £195. **Therefore, unencumbered assets are £16,792.48.**
- **Changeover of Treasurer:** In order for Nat West Bank to accept the changeover of Treasurer from Maggie Ryan to Lesley Jameson the CC Exec is required to agree to: *"It was resolved that the Authorised Signatories in the current mandate, for the accounts detailed in section 1.3, be changed in accordance with section Authorised Signatories. And the current mandate will continue as amended."* This was proposed by Rachel Hitchcock, seconded by Bryan Smith and agreed by members present.

Rachel, as Chair, will need to add her signature electronically to a pdf form to authorise the change. Once Lesley has added her information and signature Maggie can submit the form online to the bank along with our meeting minutes. Once the change is effected Maggie's access to the account in all forms will be rescinded but she will continue to receive the post until a separate change of address form is completed by Lesley.

♦ **GRANTS & DONATIONS:**

- **Conservation Society, Steps to improve footpath access from A134 down to Nayland Meadow:** a grant of £649 was awarded and the steps were installed on 24th June. Feedback has been very positive commenting the transition down the steep slope of this much used path is now much safer.
- **NwW Land Company, Bench for Nayland Meadow:** A grant of £550 had been awarded; the bench has not been installed yet as further work is being undertaken in the vicinity.

♦ **Correspondence:** There had been no correspondence not included elsewhere.

♦ **Community Times & Websites:** Lorraine Brooks thanked all involved for enabling issues to continue during Covid-19, especially the distribution team who used their 'exercise time' to ensure the CT reached all residents. She was grateful also for the interesting photos, information and copy sent in to keep readers informed and amused in the absence of usual village activity. Three regular advertisers will not be renewing with Covid related reasons.

Lorraine Brooks

The Nayland & Wiston website has proved useful for including updates and useful information for residents during Covid-19.

♦ **Village Calendar:** Lorraine Brooks had circulated the first draft of the calendar with the images chosen by voters and feedback was very positive. Wendy Sparrow is preparing the page captions and copy for the inner back page. Obtaining sponsorship was delayed; some businesses have not been operating due to Covid-19. One regular sponsor is yet to be contacted. Printing will take place prior to the next CC meeting, therefore members authorised expenditure to Spingold for printing, quoted with no increase from last year, at £636 inc. VAT (*proposed Bryan Smith, seconded Vicki Sargent*).

Lorraine Brooks  
Wendy Sparrow

Rachel Hitchcock reminded the Exec that support is needed with sales and the need to consider how we maximise these, especially with fewer village events this year at which to sell them. They will be available as usual at the Post Office, Forget Me Not and Melissa's. Several other venues have been tried previously. They are available online. Julie and Sophie offered to deliver local sales if required.

& All

♦ **Forthcoming Activities:**

- **Bonfire Night on 5th November:** Rachel has kept in touch with Dynamic Fireworks who have confirmed that our booking will be reserved with no payment required until we make a decision about whether we can go ahead. There will be no liability if we have to cancel.

Rachel  
Hitchcock

Some practical considerations were discussed. Even with Dynamic doing the display additional helpers will be required to ensure all goes smoothly. We need to consider the quantity and range of refreshments to maximise profits. It was felt the Anchor car park off Horkesley Road would be sufficient if adequate marshalls were on site to direct vehicles. The revised prices will be £5 per adult and £2 per child (an increase of £1 on each).

However, Coronavirus implications were discussed as it may not be possible or viable to hold the event. It was agreed the decision would be made at our next meeting on 2nd September.

**Online ticketing facility:** following a demonstration from Justin Dowding of the proposed ticketing website for the village it was agreed this facility would benefit the village and to take the project forward (*proposed Maggie Ryan, seconded Bryan Smith*).

Justin  
Dowding

A separate website would be created, e.g. NaylandEvents.org, which would be available for any village society to set up a page to use to sell tickets to their events. There will be no upfront charges. Charges will be - website set up and maintenance/support: 5% per ticket;

Stripe subscription: 1.4 % per ticket plus 20p per card transaction. The site will be simple for societies to use and Justin will be able to teach them how to use it.

- **Christmas Fayre on 5th December:** Rachel Hitchcock said it is hoped this will go ahead as usual but she will hold off contacting potential stallholders. Claire confirmed Father Christmas is looking forward to the Fayre.

Rachel  
Hitchcock

## SOCIETY REPORTS

- ♦ **Women's Institute:** Wendy Sparrow reported that members have not met since March and will be disappointed if they have to miss the annual Garden Tea Party in the President's garden in August. In September a talk about *Footcare and Footwear* is planned which they hope might possibly take place.
- ♦ **Book Club:** Wendy Sparrow reported they have not met but have not stopped reading. Currently they are reading *The Lost Soldier* by Diney Costeloe, an intriguing story which takes place in the First World War period and then 80 years later when a reporter unravels the mystery surrounding an anonymous memorial tree. The previous book was *Transcription* by Kate Atkinson, an amusing thriller about a young girl who is recruited into the world of espionage.
- ♦ **HortSoc:** Trevor Smy reported that it has been a non-eventful year; with all planned activities having been cancelled including the Flower Show, September coach outing and October speaker due to Covid-19.
- ♦ **Village Players:** Justin Dowding reported their production *The Lion in Winter* has received a good number of nominations for the North Essex Theatre Guild's awards, which will be a virtual awards ceremony this year.
- ♦ **NwW Land Company:** Mike Hunter reported that the Land Company was grateful for the grant from the Community Council for the acquisition of a seat which will be sited at the south- western corner of the conservation fields, close to the area adjacent to Horkesley Road and the A134. This seat will be accessible from the new permissive path. The new path is proving very popular with residents and visitors. It is intended to plant more trees around the area where the new seat will be sited and it is hoped that the planting will assist in reducing the traffic noise which impacts upon the village.
- ♦ **Conservation Society:** Mike Hunter reported this has been a surprisingly busy time for the Society. The highly successful on-line Virtual Open Gardens went public on the 14th of June. Lorraine did an excellent job in collating and presenting the photos on our web site and thanks also to Stuart Howells for the wonderful film of a number of the gardens and of course our contributing gardeners.

On 24th June Steve Barnes undertook the Stour Valley Footpath improvement with the construction of steps and a handrail in place of the earthen slope which descended from the A134 onto the footpath running along the southern bank of the Stour. The cost of this project was generously funded by the Dedham Vale AONB and the Community Council to whom we give our warmest thanks.

On 1st July Tom Lowe and his support team fitted 31 swift nest boxes to 19 houses in the village, including the school, at the cost of the Society. The swift box hosts are now keeping their fingers crossed that the boxes will become occupied, although it is unlikely anything will happen this year.

Unfortunately, our speaker meetings are currently suspended but we have arranged on-line access to members of a series of lectures by Sarah Doig concerning the history of Suffolk.

Finally, they were looking for sponsors to cover the cost of a film of Nayland to be made by Stuart Howells and are pleased to advise that they have comfortably reached the number required to fund the film. Wendy Sparrow has kindly agreed to write a script and Peter Drew has agreed to be the narrator. The film which will be of ten minutes length will be divided into a four-minute section dealing with the history of our village, a further four minutes dealing with reminiscences by long standing residents and a two-minute section dealing with the local natural history.

- ♦ **Parish Council:** Ned Cartwright reported their meetings resumed in June using virtual technology; their next virtual meeting will be on Wednesday. There have been several planning applications to consider including one to extend the recycling at Harpers Hill Farm which will be discussed on Wednesday. The PC will be forming a sub-committee to monitor Open Spaces including the increased use of Caley Green and other areas in recent weeks and the consequent parking issues. Claire Buller pointed out that residents at the end of Bear Street had experienced problems turning right out onto Bear Street due to the parked cars and that delivery drivers had problems parking to drop deliveries to them.
- ♦ **AOB:**
  - **Barry Wakefield:** Rachel Hitchcock said she has sent a card on behalf of the CC expressing our best wishes to Barry and Elizabeth Wakefield. They have both been active contributors to our community over many years and Barry is a past Chairman of the Community Council. Barry is currently in hospital for respite care.
- ♦ **Date of next meeting:** is scheduled for **Wednesday 2nd September** at 8pm (*Exec 7.30pm*). Hopefully the Covid-19 restrictions will have been lifted so we can meet in the Church Hall; otherwise this will be another Zoom meeting.
- ♦ **Meetings for 2020/21:** Wednesday 28th October, Tuesday 5th January.

*The meeting closed at 9pm*