

Minutes from the AGM held on 1st March 2023

Rachel Hitchcock welcomed members to the meeting.

- ♦ **There were 29 members and residents present:** Rachel Hitchcock, Matt Cable, Lorraine Brooks, Vicki Sargent, Jo Metson, Julie Clark, Iain Wright, Luke Rumbelow, Maggie Ryan, Heike Ellwood, Jane Mathew, Tracy Le Grys, Justin Dowding, Trevor Smy, Kathryn Niven, Chris Hunt, Kathy Hunt, Wendy Sparrow, Sally Dalton, John Spooner, David Slater, Mike Hunter, Gerry Battye, Mary George, Tricia Fuller, Christine Thompson, Nick Moriarty, Peter Mann, Dawn Harris.
- ♦ **Apologies:** Ken Willingale, Claire Buller, Laura Erith.
Ken Willingale, CC President and founder member says: "He is pleased the CC is still going strong"
- ♦ **Minutes of the last AGM** on 2nd March 2022 were approved (*proposed Iain Wright, seconded Julie Clark*).
- ♦ **Matters Arising from the last AGM:** Matters arising had been dealt with during the year.
- ♦ **CHAIR'S REPORT:** Rachel Hitchcock had circulated her report prior to the meeting.

It was fantastic to resume 'normal service' in 2022 after the disruptions of the previous two years. We were able to run a full programme of events and this report is an opportunity to highlight our achievements.

Thank You: Thanks as always to all members of the Community Council for their many contributions throughout the year – we couldn't operate without the support and participation of members from many different village societies – and to the Officers and Executive Committee, many of whom have been a part of the Community Council for many years: Ken Willingale, Bryan Smith, Julie Clark, Lorraine Brooks, Matt Cable, Claire Buller, Iain Wright, Vicki Sargent, Luke Rumbelow, Jo Metson, Maggie Ryan, Kate Bevan, Sophie Williams and Tricia Hall. Special thanks to Lorraine for her continued perseverance in ensuring the smooth running of the Community Council machine! We were sorry to lose Sophie and Kate from the committee this year – both have been active and supportive participants in Community Council activities and we will miss their enthusiasm.

I must also take this opportunity to acknowledge Tricia Hall, who sadly passed away in January. Tricia has been a hugely valued member of the Community Council for as long as I can remember. She was such a lovely person and gave so much to the Community Council, not least her tried and tested mulled wine recipe which we continue to use on Bonfire Night. Tricia will be hugely missed by so many in the village and will be remembered not just for her involvement in the Community Council but also for her years at the heart of Nayland Playgroup and Woodland Corner. Our love and condolences go to David, Katharine and Richard and their families.

What does the Community Council do?

- Represents and brings together a membership of over 20 village societies in one organisation;
- Fundraises in order to support village activities and organisations;
- Funds and co-ordinates projects that are of benefit to the community;
- Organises key events in the village calendar;
- Communicates village activities and news through the Community Times.

Community Council events and activities: Thank you to everybody who helps with all the Community Council events, especially the committee who organise them and all the village organisations who ensure that Nayland and Wiston have such a full diary.

Platinum Jubilee Celebrations:

Huge thanks to EVERYBODY who contributed to and helped with this fantastic celebration marking 70 years of the Queen's reign. Special mention, however, to Claire Buller who co-ordinated the wonderful Street Party which had a fabulous atmosphere and reflected the spirit of our community – bell ringing, singing, fancy dress – and nearly 500 people in attendance. An event to be proud of, especially given the challenges presented by the very British weather.

Bonfire Night: 1400 people attended our community firework display which took place, as usual, on 5th November. We used professional display company Firework Crazy, who did a fantastic job. A big thank you to our many helpers for this event, in particular Fred Bugg for the bonfire, the Year 2 class at Nayland Primary School for the very impressive guy, Iain Wright for the multitude of 'kit' and everybody who helped on the gate, stalls and refreshments - Bonfire Night is a real team effort! Thanks to naylandevents.org and village shops, Forget-Me-Not and Mill Street Store and Deli and the Post Office for their help with ticket sales. Bonfire Night has become a firm event in the Nayland Calendar and is the Community Council's biggest fundraiser.

Christmas Fayre: Huge thanks to the village societies including Woodland Corner, the Women's Institute, the Horticultural Society and the Conservation Society for providing the Christmas stalls and also to the Year 5 children and staff of Nayland Primary School whose singing and ukulele playing provided some lovely festive entertainment and encouraged an impromptu sing-a-long. Thank you too to Father Christmas for paying us a visit again. This event provides a lovely, traditional start to our Christmas activities.

Father Christmas, Christmas Eve Village Tour: We were delighted to welcome back Father Christmas for his Christmas Eve tour of the village kindly chauffeured by Foster Jones in his wonderful vintage Humber. Huge thanks to Father Christmas and his willing helpers for this very special visit on what is a very busy day in his calendar!

Christmas Trail: We were delighted to bring back the Christmas Trail of trees, wreaths and advent windows for its third year. Once again it brought sparkle, colour and Christmas cheer to the village throughout December and we are incredibly grateful to everyone who participated and helped make this such a success.

Village Christmas Tree: Once again, thanks to Fred Smith for supplying an excellent tree which provides a lovely, festive centrepiece for the village throughout December. Thank you too to Nayland Dental Surgery for supplying the electricity and to Claire Buller and the team who put it up.

Village Quiz: With the emphasis on fun, and an air of good-humoured competition, the quiz has become a regular fixture in the Nayland calendar – we have already held our 2023 quiz which built on last year’s successful return with a sell-out event!

Public Access Defibrillator: The Community Council continues to monitor and maintain the public-access defibrillator at the Village Hall through the Community Heartbeat Trust and their Webnos service. A community first aid training session was held on 29th June 2022 in conjunction with the local First Responders and Gryphon First Aid Unit. This was well received and we will do more of these in the future.

Nayland 10k and Fun Run: We were again pleased to support this event – organised by Luke Rumbelow and Event Nation – a big thank you to all of the volunteer marshalls who add to the friendly atmosphere and community feel. A proportion of the profits from the event – which included a 10k, 5k and 1k run – is donated to local charities including the Community Council. We were extremely grateful to receive a donation of over £800 in 2022 which helps us in our efforts to support a wide range of community activities.

GRANTS: One of the roles of the Community Council is to provide grants to village organisations and individuals whose activities support our constitution. The following grants were issued in 2022:

Nayland Choir (£128) – hall hire to allow continued rehearsals during Covid restrictions.

Village Hall Maintenance (£10,000) – replacement of the glass entrance door and three wooden external doors.

Village Hall Coffee Machine (£280) – to allow regular users access to good quality, readily-available coffee.

Community groups are reminded that funds are available to support village activities. Further details and our grant application form are available on the Community Council website at www.naylandcommunitycouncil.org.uk

GOING FORWARD: The committee are looking forward to another busy and successful year and it is a credit to the people involved in the Community Council that we all are keen to continue. That isn’t to say that we wouldn’t welcome some new members on the Executive Committee to bring a fresh perspective and new ideas and as you will have noticed I haven’t yet relinquished my role as Chair, but remain open to offers! So do consider joining us – we guarantee a warm welcome as well as the chance to make a real contribution to your local community.

♦ **TREASURER’S REPORT:** Matt Cable presented the year end accounts for the meeting – see page 5 – and they were adopted (*proposed Jo Metson, seconded Trevor Smy*).

Reporting on this year’s finances to 28th February: **Breakdown of profits:** Community Times -£37.50, Quiz £624.44. **Grants:** Nayland Bear £100. **Current Position:** The accounts show reserves of £26,586.06 represented by Deposit a/c monies £10,834.06, Current a/c monies £14,869.72, Stripe £248.35, Cash in Hand £633.93. We hold £268.50 for the RBL Services Fund and grants are pending for: VH roof £10,000, Lizzie’s Fund £153 and VH coffee machine £280. **Therefore, unencumbered assets are £15,884.56**

♦ **ELECTION OF OFFICERS:** The following officers and committee were elected en bloc: **President** Ken Willingale, **Vice President** Bryan Smith, **Chairman** Rachel Hitchcock, **Treasurer** Matt Cable, **Vice Chairman** Claire Buller, **Secretary** Lorraine Brooks, **Executive Committee** Julie Clark, Jo Metson, Vicki Sargent, Maggie Ryan, Luke Rumbelow, Iain Wright. (*proposed Justin Dowding, seconded John Spooner*). Parish Council representation continues to be shared between Laura Erith and Ned Cartwright. Julie Clark wishes to stand down as Vice Chair but Claire Buller is willing to take on that role. Heike Ellwood and Jane Mathew were welcomed to the meeting; they have come along to see what we do with a view to joining the Exec.

♦ CURRENT MATTERS ARISING:	Action by:
♦ Recent Events: The <i>Fun Village Quiz on 3rd February</i> had been a great success and it was good to see the hall full. It made over £600 for CC funds. Rachel Hitchcock thanked everyone for their help and support.	
♦ Community Defibrillator: Defibrillators are located at the Village Hall and at the Fire Station. The defibrillator at the Village Hall which is managed by the CC is regularly checked; Jo Metson and Dawn Harris are now signed up for the rota so can share this task with Rachel Hitchcock and upload data to defibcheck.org. Tracy Le Gryns and Rachel will discuss the possibility of another First Aid training event.	<u><i>Rachel Hitchcock & Tracy Le Gryns</i></u>
♦ River Stour Water Level Gauge: Rachel Hitchcock said she has emailed Dale Leeks advising we would like to progress this project. She has asked for the current cost to be confirmed. The cost totalling £1,380 inc. VAT was agreed in May 2021.	<u><i>Rachel Hitchcock</i></u>
♦ Nayland 10k Fun Run: Sunday 10th July. Luke Rumbelow said this will be a duplicate of last year, starting from Littlegarth School. Tickets are now on sale via nayland10k.co.uk It’s hoped 30-40 volunteers from the Nayland community will come forward to help with marshalling; please contact Luke 07598 821663 rumbelow_2000@yahoo.co.uk or Rachel 07788 954309 rachel_hitchcock@hotmail.com if you can help. The riverside path will be strimmed ahead of the run.	<u><i>Luke Rumbelow</i></u>

<ul style="list-style-type: none"> ♦ Village Hall Gardening Morning: The next Gardening session will be on Saturday 1st April from 9am - please support this if you can; it is a pleasant social activity and refreshments are provided. 	
<ul style="list-style-type: none"> ♦ King Charles III's Coronation: An appeal is being made for coordinators to enable a community event to be held as part of the nationwide 'Big Lunch' on Sunday 7th May. This may take the form of a bring-your-own picnic. Screening the Coronation Concert at Windsor Castle could be an option. The facilities are there, the Village Hall has been booked, some funding would be available. Kathy Hunt has put herself forward, Baby & Toddler Group would help on day. More people are needed – please contact Lorraine Brooks on lorraine.nayland@btinternet.com or 262807 or Kathy Hunt on 262014 as soon as possible if you could help. 	
<ul style="list-style-type: none"> ♦ Correspondence: There had been no correspondence not included elsewhere. 	
<ul style="list-style-type: none"> ♦ Grants & Donations: <ul style="list-style-type: none"> ▪ Village Hall £883.50 for photo framing: The VH acquired an enlarged photo of the 1945 Street Party in Nayland to display in the hall. Twelve further photos of events spanning the last century were selected to be enlarged and framed. The cost of printing was £400, the cost of framing them was £1,767. A grant amounting to half the cost of the framing was approved (<i>proposed Rachel Hitchcock, seconded Matt Cable</i>) 	
<ul style="list-style-type: none"> ♦ Community Times & CC Website: The report had been circulated. <p>For over 33 years, and 201 issues the CT has been keeping residents informed of what is going on in the parish. New technologies have enabled some changes and content differs slightly but it's hoped it continues to fulfil its role and be useful. New ideas and content are always welcome.</p> <p>There is quite a team behind producing the magazine every other month, without whom village news would not reach your doormats. We are very grateful to:</p> <ul style="list-style-type: none"> ▪ all those who take the time to contribute articles, copy and reports on their societies, village happenings, letters and photographs. ▪ and to members of the local Facebook group who raise awareness of issues and permit use of their photographs for inclusion. ▪ the dedicated team of distributors led by Trevor Smy. ▪ Pat Bray for her contributions of village news and for proof reading. ▪ Our long standing editor, Lorraine Brooks who tirelessly puts together every issue ▪ the advertisers who cover printing costs and provide much valued income for the CC. <p>Many thanks to all.</p> <p>Thanks also to Justin Dowding for managing the website www.naylandandwiston.net and for establishing the online ticket sales facility at www.naylandevents.org which has also proved to be very beneficial to village organisations.</p> 	<p style="text-align: right;"><u>Lorraine Brooks</u></p> <p style="text-align: right;"><u>Justin Dowding</u></p>
<ul style="list-style-type: none"> ♦ Village Calendar: The report had been circulated. <p>The Nayland with Wissington Calendar, has proved very popular with residents, since it was first published 14 years ago. We are enormously grateful to the small team for their commitment and hard work in producing the calendar.</p> <p>The calendar team are very grateful to: local businesses that sponsor the calendar, all those who enter their photographs and those who help with sales at local shops or village activities. And of course, last but not least, those who buy the calendars.</p> <p>We are delighted that Wendy Sparrow and Lorraine Brooks have agreed to continue with this project for another year, with support with sales from the CC Exec. Plans are now in hand for the next photographic competition to generate images for the calendar. It has proved successful to conduct the competition online and we will do so again this year and, as previously, we will ask residents to select their favourite images for inclusion in the calendar. There will not be a display in the church hall. (<i>The Fete has moved to our traditional date, the following weeks clash with CT assembly. It is too much for Lorraine and Wendy to take on.</i>)</p> <p>Further details will be available in the Community Times and at www.naylandandwiston.net. Deadline for entries will be 22nd April and voting will take place over the following weekend.</p> 	<p style="text-align: right;"><u>Calendar Team</u></p>

SOCIETY REPORTS

- ♦ **HortSoc:** Trevor Smy said on 14th March Roger Hance will be giving an illustrated talk on the subject of 'Photography: Landscapes and Seascapes of British Isles'; Saturday 25th March is the date of the Spring Show with refreshments and a cake stall; on 18th April they have their AGM and Fun Quiz; and on 13th May their Morning Market selling plants, home-made cakes, preserves and refreshments. Their next coach outing on 21st June will be to Bressingham Gardens in Norfolk.
- ♦ **Art Group:** Kathryn Niven said they are continuing to enjoy painting and drawing; the recent tutor-led sessions have included a snow scene and a still life. In between, they have been working on their own projects; they enjoy seeing what everyone else is doing and swapping ideas. We are hoping to organise some future outings in the summer.
- ♦ **Nayland Choir:** Justin Dowding said they are rehearsing Faure's Requiem, along with other pieces, for a concert on 26th March at 4pm in St James' Church.

- ◆ **First Responders:** Tracy Le Grys said they now have four fully trained members in the Group and are expecting a fifth one to be fully trained by May. This is great news and we are confident that we will be able to cover more of the local area for longer hours in the future.
- ◆ **Village Players:** Nick Moriarty said their next production is Alan Ayckbourn's *'Snake in the Grass'*; performances will be on 23rd March at 6:30pm and 24th & 25th March at 8pm.
- ◆ **Friends of Caley Green:** Sally Dalton said they have been busy this past year with progressing the project to protect the Bay area from further erosion; this is now waiting for SCC to agree and take forward. We will continue to lobby SCC for some maintenance to be carried out this year to the long reed bed. We have carried out general maintenance litter picking and bin emptying as well as keeping an eye on our resident wildlife.
- ◆ **St James' Church:** Chris Hunt said they have been able to maintain a rota of services every Sunday and this includes a family service once a month. Hopefully there's something to please everyone. Improvements at the rear of the nave are complete and the removal of some pews have given us a better circulation area and enhanced the servery facility. Coffee mornings are held on Wednesday mornings and these are well attended with a glorious selection of homemade cakes on offer. There are the concerts, organised by the Friends of St James, who raise funds for maintenance of the church. The Annual Fete is on 1st May; if you can spare an hour or so to help you will be most welcome. The church also provides the local Community Pantry and this is well used. Another positive story from the church is that bellringing training is going well and, fingers crossed, we may be able to ring for the King !!
- ◆ **Parish Council:** Laura Erith reported that the Annual Parish Assembly will be on Wednesday 22nd March in the Village Hall; councillors will give a précis on what has been happening over the year. Projects at Caley Green are moving slowly; we are hoping to plant a tree and install a bench to commemorate the life of her Majesty the Queen and celebrate the Coronation of the New King; there has been a speeding trial to see if the village qualifies to have a 20mph zone; some trees have been planted on the allotment field for the Queen's Canopy; the Council has written to Babergh DC regarding how they look at applications and asking if we can become more involved. We have welcomed two new councillors to our team - Samantha Treharne and Owen Brown; it's exciting as we now have a full council. The local elections are in May so if anyone else is interested please submit your application.
- ◆ **Nayland Land Company:** David Slater said path improvement works are being carried out on some parts of the riverside path that become muddiest in wet weather. This work is being carried out by Danny Thurlow Landscapes, and is largely financed by a Public Access grant approved by DEFRA, facilitated for us by the Dedham Vale AONB project office, for which we are very grateful. The path specification is expensive, but recommended as the most suitable for a rural location, and will, we hope, meet with general approval. Work will be completed by the end of March.
Should anybody wish to sponsor a memorial tree, or trees, in relation to Queen Elizabeth II, or to commemorate the coronation of King Charles III, please feel free to get in touch. The sheep may be a little later than usual arriving in the spring due to the footpath work. Information Boards adjacent to a) The Pond and b) Richard's Wood are to be installed this Spring. 20 Oak Trees have been planted along the double hedge, at no cost, between the Ash Trees in case Ash Die back takes hold.
- ◆ **Conservation Society:** Mike Hunter said the AGM will take place on 6th March when local resident Mark Wilkinson will be talking on *'Postage Stamp Design'*. Mark is internationally famous for his Rock Music sleeve design and is likely to make mention of this aspect of his career. In June Sir Bob Russell will make a presentation based on his *'Childhood memories in Nayland'*. He was born and brought up in a house, since demolished, near the foot of Gravel Hill. Our October talk features Nick Amor speaking on the subject of *'Keeping the Peace in Medieval Suffolk'* and in November Dr Sian Dawson will talk on *'Petals & Paint Sir Cedric Morris Florilegium'*.
Open Gardens will take place on Sunday 4th June, a week earlier than usual. Might I make a plea to our many excellent gardeners on the Heights to consider opening their gardens. We often have many gardens open in the older part of the village and it would be a pleasure to spread the event more widely.
Other significant dates include our May Footpath walk on Sunday 14th May starting at Wiston Church car park when Chris Hunt will lead us on a circular route up to Little Horkesley. The focus of the walk will be the topic of bombing in the Dedham Vale! The spring community litter pick will take place on Saturday 23rd April.
On other matters. They are still seeking the possible introduction of a 20 mph speed zone or limit in the central part of the village. A speed survey conducted recently satisfied the relevant criteria but there is a long way to go before they can be confident it will happen. The Society and the Parish Council have been disappointed with the conduct of Babergh DC in relation to a number of planning and planning enforcement matters. Each organisation has prepared a consultation paper outlining their concerns and we have jointly requested a meeting with the Chairman of the Planning Committee and the Chief Planning Officer.

AOB: Nayland Post Office. The postmistress, Patsie Ford, has very recently received notification that the sorting office will be withdrawn in August. A member of PO staff will be resigning to further her career. Patsie has therefore made the decision to retire; she is making arrangements to provide a PO service until 26th August but this is likely to be only 3 mornings a week. It is not known if PO Counters may provide any – possibly pop-up or mobile – service anywhere in Nayland after August. The CC and PC will liaise with the postmistress and consider what they can do to appeal for an adequate postal service and PO Counters service in the future.

- ◆ **DATE OF NEXT MEETING:** will be **Wednesday 3rd May** in the Church Hall at 8pm with Exec at 7.30pm
- ◆ **Meetings for 2023:** Wednesday 5th July, Monday 4th September, Wednesday 30th October.

The meeting closed at 8.15pm

Treasurer's Report : 2022

Statement of income and expense

	Income	Expense	Surplus
Community Times	3,271.00	(1,914.26)	1,356.74
Calendar	1,802.00	(846.64)	955.36
Bonfire	9,105.45	(5,585.44)	3,520.01
Christmas	-	(408.99)	(408.99)
Quiz	434.00	(41.54)	392.46
Fayre	437.00	(164.53)	272.47
Street Party	245.00	(2,479.63)	(2,234.63)
Nayland 10K	800.00	-	800.00
Grants (note 1)	270.36	(10,408.00)	(10,137.64)
Defibrillator	-	(298.00)	(298.00)
Centre (note 2)	104.70	(1,504.55)	(1,399.85)
TOTAL	16,469.51	(23,651.58)	(7,182.07)

Statement of financial position

	Open	Close	Change
Cash (note 3)	33,049.19	26,282.80	(6,766.39)
Accrued income (note 4)	-	214.50	214.50
Accrued expenses (note 5)	(10,201.00)	(10,831.18)	(630.18)
TOTAL	22,848.19	15,666.12	(7,182.07)
<i>Of which</i>			
RBL Services Fund	(268.50)	(268.50)	-
Unencumbered assets	22,579.69	15,397.62	(7,182.07)

Notes

1. Grants made during the year

Nayland Choir	128.00	
Village Hall maintenance	10,000.00	
Village Hall coffee machine	280.00	
Income from PO appeal	(270.36)	<i>Returned following closure of appeal</i>
TOTAL	10,137.64	

2. Central costs incurred during the year

Annual insurance	1,182.38	
Web hosting	94.00	
Other	228.17	<i>Hall hire for meetings and general supplies</i>
TOTAL	1,504.55	

3. Cash balances at year end

Cash on hand	1,468.93
Current account	13,926.97
Deposit account	10,834.06
Paypal	52.84
TOTAL	26,282.80

4. Accrued income

Community times advertising	97.50	
Village Calendar	117.00	<i>Sponsorship and sales</i>
TOTAL	214.50	<i>All balances collected by 31/1/23</i>

5. Accrued expenses

Grants made but not yet paid	10,433.00	<i>Including Village Hall roof, coffee machine and Lizzie's fund</i>
General expenses	398.18	<i>Expense claims received post year-end - all settled by 31/1/23</i>
TOTAL	10,831.18	

6. Accounting policies

These accounts have been prepared on an accruals basis. The change in accounting basis has been adopted to better reflect the unpaid grant obligations of the charity which span the Charity's financial year end. In the case of income, there have been no year-end accruals made for charitable activities in this financial year. In the case of expenditure, grants and other items for which we have incurred an obligation have been recognised. The unencumbered asset balances for 2021 and 2022 are directly comparable.

Matt Cable

Treasurer, Nayland with Wissington Community Council

Treasurer's report

Over the course of 2022, the Community Council's principle sources of income were Bonfire Night (net income of £3.5k), the Community Times (£1.4k) and the Village Calendar (£1.0k). The Village Quiz and Christmas Fayre also made helpful contributions and the Council was grateful to receive a generous donation from the Nayland 10K run.

Grants were made to support repairs to the Village Hall (£10k), the provision of a coffee machine at the Village Hall (£280) and to help Nayland Choir with hiring rehearsal space (£128). The Council received £270 as the return of a previous grant made to the Post Office appeal, which has now been wound up.

The Community Council spent a net £2.2k on the Jubilee street party and £409 on activities around Christmas. £298 was spent to maintain and provide training on the village defibrillators and £1.2k on purchasing the annual insurance that covers events run by the Council. There was a significant increase in insurance cost for the year, although part of this was additional cover also incurred last year for larger numbers at Bonfire Night.

At the end of the year the Community Council held £26.3k in cash, mainly in its current and deposit accounts. After net accruals of £10.9k this left unencumbered assets of £15.4k as shown in the accompanying financial statements and footnotes.

I have examined the books of The Nayland with Wissington Community Council (without carrying out an audit), and in my opinion, the accounts for 2022 represent a true and fair record of the Society's financial affairs.

Maggie Ryan FCA