

Minutes from the meeting held on 22nd October 2025

Rachel Hitchcock welcomed members to the meeting.

- Members present: Rachel Hitchcock, Matt Cable, Claire Buller, Jo Metson, Vicki Sargent David Slater, Adam Lunn, Mike Hunter, Laura Erith, David Finnigan
- Apologies: , Iain Wright, Julie Clark, Trevor Smy, Heike Ellwood, Becs Spendiff
- Minutes of meeting held on 3rd September 2025 were approved (proposed Claire Buller, seconded Vicki Sargent)

Matters arising including:

- **Executive Committee:** No new members
- **Fundraising Activities/Events:** It has been agreed to mark the Community Council's 60th Anniversary at our July committee meeting and discuss with Lorraine doing a feature in the Community Times – we will discuss at January committee meeting once Bonfire Night and Christmas activities are complete.
(Claire/Rachel)
- **Community Defibrillator:**
Defibrillators are located at the Village Hall and at the Fire Station. The defibrillator at the Village Hall is managed by the CC; it is regularly checked and is registered with The Circuit, the British Heart Foundation System linked to the Ambulance Service. Site checks are reported to both the CHT Webnos system and the Circuit. The defibrillator at the Fire Station is also linked to the Circuit which means the Ambulance Service will refer 999 callers to the closest defibrillator.

Wiston defibrillator has been installed on the verge outside The Houses, Bures Road, Wiston CO6 4LZ. What 3 Words: ///ahead.replying.repaying. The defibrillator has been registered with with the Circuit and Webnos systems and site checks being reported to both. Adam Lunn has been added as a reporter and will carry out and report the site checks of the Wiston defibrillator. Jo and Rachel will continue to do the site checks for the Village Hall defibrillator. (Rachel)
- **Online Ticketing Facility:** NaylandEvents.org
This remains the principle outlet for selling tickets to village events. If village organisations wish to use this facility contact Justin Dowding.
- **Village Hall Gardening Morning:** Saturday 25th October 2025, from 9am
Jo Metson said she would attend on behalf of the CC. It was mentioned that there would be a viewing of the Village Hall roof replacement works at 10am for those wishing to attend – refreshments would be provided and a brief resume of the overall works.
- **Community Involvement:** Ideas to help raise participation in village groups and events welcome.
*An item headed **Volunteer Vacancies** is included in the Community Times, listing the various volunteers needed by different groups; please let Lorraine know of you have vacancies to be included. It would be helpful if everyone, when they see promotions for Nayland events on Facebook, could make a comment (however brief) and not just click on 'like'. All village groups would benefit from this.*
- **Resident Volunteer List:**
This is a list of residents prepared to assist other residents who at times are unable to get out for themselves and would benefit from having a prescription collected, an errand run or some shopping dropped off. If anyone requires assistance or could give assistance if needed please contact Lorraine.

1. Recent Activities: No recent CC events have taken place.

2. Correspondence: None that isn't mentioned elsewhere

3. Treasurer's Report for year to 18th October:

Breakdown of profits to date: Quiz £533, Community Times £960, Calendar £251 and interest income £224.

Grants paid: Village Hall roof £10,000, Maintenance of Horse Watering area £300.

Current Position: The accounts show reserves of £9,773 represented by Current a/c monies £7,516, Stripe account £1,131 and Cash on Hand £1,126. We hold £177 for the RBL Services Fund and grants are pending for: Horse Watering area £58 and Lizzie's Fund £153. Therefore unencumbered assets are £9,386.

Expenses year to date: £198 for 2024 defibrillator maintenance, £113 for the village website and £112 for hall hire.

Matt confirmed that the new Wiston defibrillator had been added to the insurance
(Matt Cable, Treasurer)

4. Grants & Donations:

- **Permissive footpath maintenance:**

We will monitor the two stretches of permissive footpath - Stoke Road and Court Knoll to Allotment field - and call Dan Bowman back when needed (obviously being mindful of restrictions due to nesting birds). We will also monitor bodpave solution at the Conservation Meadow and see how this beds in with a view to this being a possible solution to the wet stretch of footpath between Court Knoll and the allotments, We will also keep an eye on how often this stretch is impassable before considering approaching others to contribute. Tendring Estate has said that they approve of the bodpave solution and would be prepared to contribute £1000 towards the project. Rachel has replied to say that this is a really positive offer but that the remaining funds will need to be sourced and the success of the bodpave on the Nayland meadow monitored – we will go back to them when ready to proceed with this].

David Slater said that the Stoke Road stretch would probably not need further maintenance until the first part of next year.

(Rachel)

- **80th Anniversary of the end of WWII – RBL Community event – 31st August 2025:**

A Community Council grant of £549 supported the printing costs of a commemorative book providing a permanent record of life during WW2 particularly in Nayland and Wiston. This book is on sale at Forget-Me-Not for £8. The first print run sold out and a second print run has been commissioned. (Claire)

- **Small grant to cover hall hire for Nayland Community First Responders basic life support sessions:** The session went ahead on Sunday 12th (3 people attended) but the Wednesday 15th session was cancelled as only one booking. It was suggested that maybe future sessions could be held at the Church Hall if fewer people were attending and that it might be worth doing one next Spring with more help from CC to publicise.

5. Community Times & websites:

Thanks as always to all contributors. Heading towards the next deadline; please let Lorraine know if you have promotion or large items to include so adequate space can be reserved.

6. Village Calendar:

Village calendars now on sale at village outlets (Forget-Me-Not, Mill Street Stores, Studio B). Posters promoting sales have been distributed and sales are going well. (Claire)

7. Forthcoming Activities:

- **Bonfire & Fireworks: Tuesday 5th November.** Rachel Hitchcock, Claire Buller, Matt Cable & Jo Metson leading.

Ticket sales are steady on naylandevents.org and seem to be in line with previous years when we have a mad flurry in the final 2 weeks. Justin is providing a breakdown of ticket sales so we can keep track of numbers attending (given the new family ticket). Publicity has been sent out using Lorraine's list of publications/websites. We will keep promoting on Facebook etc... and please make sure you comment on the local Facebook groups and continue to spread the word generally.

Claire, Matt and Rachel had a useful site check with Iain and following actions were agreed:

- (Agreed with Firework Crazy) We can move the barrier forward by about 1 ½ metres to allow a little more room for spectators given reduced area around the hall due to scaffolding.
- Parking will need to be strictly blue badge only at the Hall as we will have less space and must make sure there is appropriate emergency access at all times.
- Fish and Chip van and Ice Cream Van will arrive at 5.30 pm to ensure they are in place when people start arriving. They will be placed sideways on to Village Hall and on the field to ensure we protect pedestrian and emergency access to the field.

- Agreed an optimum layout for BBQ, mulled wine etc... to help with queueing, especially with reduced space.
- Parking: On tickets it now asks people to enter the village via Horkesley Road, we will have 2 marshalls at Anchor Car Park to maximise spaces here, they will then move to pinch point at Court Street (where we will have cones to prevent people from parking, we will also have 2 marshalls at the end of Church Lane ensuring only blue badge vehicles go to Village Hall car park. 1 marshall (in addition to gate helpers) will monitor car park in communication with Church Lane marshalls.
- Iain has very kindly agreed to provide lighting, sound system and walkie talkies again:
- We plan to use the more powerful PA system to ensure that all communication can be more clearly heard. This will be helpful for more general announcements eg. Refreshments, guy, start of display etc..., but also in the unlikely event of an emergency.
- Iain's lighting should be sufficient including the string of lights that go along the barrier. There is some additional lighting on the scaffolding at the back of the hall which will be helpful for the service area.
- Iain/Rachel checking PA system in advance to ensure efficient set up on the day. Iain also checking walkie talkies are fully functioning.
- Volunteers for refreshments, gate and marshalls have been secured but more always welcome.

At the meeting it was also agreed that we would put cones along the entrance to the field to maintain access given reduced space due to scaffolding.

Note: Tickets in advance: Adults £8 – Children £3 – Family £18; Tickets on gate (subject to availability): Adults £10 – Children £5
(Rachel, Claire, Matt, Jo)

▪ **Christmas Fayre: Saturday 6th December.**

7 external stalls are confirmed. HortSoc, Conservation Society, WI and Woodland Corner are confirmed. Nayland Primary School ukuleles are confirmed – as this is a smaller group they will perform by the refreshments with some Christmas classics to encourage audience participation! Father Christmas and his Elf are confirmed – Rachel to sort Santa gifts. Vicki and family confirmed to help with refreshments etc... Due to Village Players on Friday night, set up the evening before isn't possible. Jo and Rachel will put up bunting and tree on Friday afternoon and Jo has kindly agreed to move her Saturday morning yoga to the Church Hall so that we can get in for early set up on the Saturday morning. There is another booking in the hall at 1.30pm so will need prompt tidy up.

(Rachel, Vicki, Claire, Jo)

▪ **Christmas Trail: Christmas Trail (Windows and Trees)**

We have some volunteers for Christmas Trail already. Rachel to contact shops and prior participants to secure at least the 1st ten windows asap, in advance of next issue of CT **(Rachel)**

▪ **Village Christmas tree: Sunday 7th December**

Volunteers will be needed, Tacy LeGrys would like to help with this. Rachel to check Will's availability.
(Claire)

▪ **Father Christmas' Tour of Nayland: Wednesday 24th December at 2pm**

Our usual Father Christmas and elf are now available! Claire is confirming transport. Rachel not available to follow round and take photos this year – volunteer will be needed. **(Claire/Rachel)**

▪ **Fun Village Quiz: Friday 6th February**

Confirmed. Rachel said that perhaps it is time to hang up her quizmaster hat after next year as it is getting harder to keep it original and come up with new ideas – maybe time to give someone else a chance! **(Rachel)**

8. AOB: Repairs to CC Noticeboard – huge thanks to Bees and Paul for doing this. It looks fab and its life is now prolonged for a little bit longer! The idea of a public access defibrillator at Parkers Way was raised but it was suggested that this might be hard to justify given the proximity to the public access defibrillator at the fire station and that we are well provisioned in Nayland with Wissington. **(Rachel)**

9. Date of Next Meeting: This will be Monday 5th January 2026 at 8pm (Exec 7.30pm in the Church Hall).

Society Reports:

Nayland Community First Responder Group

October the 16th was the British Heart Foundation's Restart a Heart Day where a national focus is placed on early CPR and defibrillator use. We had 3 attendees for one of the sessions we planned, but had to cancel the second session due to only have 1 person signing up. On the positive side, the social media campaign has drawn attention from two local groups who have asked for a session each.

We have had confirmation that we were successful in our grant application from the Bures Musical Festival. The funds are going to be used to upgrade our training equipment. The manikins and training defibs will be used by the team for clinical training, and members of the public during the Basic Life Support sessions.

We will be attending the Remembrance Day Parade in Nayland on Sunday 9th of November.

September numbers: 137 hours booked on duty by our volunteers and 4 calls were attended and 3 people trained in BLS.

Nayland with Wissington Conservation Society:

The Autumn litter pick on the 11th of October was well attended with 15 volunteers. Following our October speaker meeting which was reasonably well attended, on the 11th of November, Jackie Marshall will speak on the topic of domestic service in Victorian times and she has entitled the talk "Upstairs Downstairs".

A few weeks ago, we were advised that the area known as the Swan's Nest was coming up for auction at the end of October. This is the overgrown area next to the Mill Lade almost opposite the Deli.

The committee agreed that we should investigate acquiring it with the intention of using it as a green space for use and enjoyment by the village and its visitors. The vendor was unable to agree to a delay in the auction but should it not sell he has invited us to negotiate with the auctioneers directly. We are aware that the poor condition of the area could result in very substantial expenditure in order to create a safe space for use by the public and it is likely we shall commission a detailed survey before negotiations commence.

Finally, we shall be pleased to have a stall at your Xmas Fayre.

Parish Council:

We are pleased to have a new councillor, David Finnigan. Sadly we have lost Samantha Trehane which is a big loss. We have a real need for more councillors as it we are very thin on the ground now. The allotments are moving along with the ideas of a perimeter fence to be discussed and the reeds dilemma is sorting itself. We are currently putting together a housing needs survey (just working out the costs etc...).

Nayland Meadow

Major Pond management and improvement project:

During the next six months we hope to remove the silt that has accumulated in the pond over the last 25 years, plus about half of the existing reed growth, and then construct a timber access and viewing platform into the pond from the existing footpath which we think and hope this will be of considerable community benefit for many years to come.

The process of getting all the required funding, permissions, certificates, licenses, approvals and quotations has been both time consuming and expensivebut all being well everything should be in place in the next few weeks.

If we are able to go ahead, the whole process will undoubtedly be messy but should not cause too many issues with regard to use of the footpath.