

---

# *Friends of Priory Fields*

---

*Minutes of the meeting held on 13 June 2019*

Present: Ian Read, John Bishop, Dave Oxley-Goody, Den Harvey, Malcolm Whipp, Linden Rosam, Nick Rosam, Julie Norman, Jo Britter, John Summerford

1. Apologies: Sandy Sinclair
2. Minutes of last meeting and matters arising:
  - a. Proposed by DOG and Seconded by MW
  - b. Dave has still had no answer/response from the BAT group. We will not be doing the Heritage Open Day this year. JS will take over cutting the arch area. It is not a suitable time to contact the Bottomleys. LR has handed over the dog tag money raised so far to JoB amounting to £34.25
3. Chairman's Report:
  - a. The AGM was well attended mainly because of the interest in the speaker this year, which was about bee keeping. This shows how important it is to get a good speaker. It was thought that we might try to get someone in to speak about BATs next year. There was some discussion about the possibility of pheasants on the fields being disturbed by hay cutting, although this seems unlikely because dogs are charging around all the time so it is unlikely that any pheasants are rearing chicks on the fields. JB has a load of information and files pertaining to the grant application for purchase of the fields that we should take a look at and sort for archiving, IR will ask KK if there is storage available at the PC office.
4. Finance Report:
  - a. JoB handed out the annual accounts and mentioned that the Web item was large because 2 annual payments for web/internet fell in the same years' accounts, by chance.
  - b. Current a/c = 2119.49 Deposit a/c = 8655.73 Cash = 70.35
  - c. JS, acting as independent auditor, expressed the thought that some items should be split into more detail. LR mentioned that the notes page(s) attached to the accounts are for that very purpose.
  - d. JS said that the current account should be kept with a smaller amount of money in it. There was considerable discussion and it was decided that JoB would find out whether 1 or 2 signatures were required to transfer money from one account to another. If 1 signature required then we would keep approx £500 in c/a, but if 2 signatures were required then £1000.
  - e. There was some discussion about cash payments for which we don't receive a receipt such as the payment to the speaker. JoB commented that we need a receipt even if it's a petty cash receipt for these payments.
5. Working Party Report:
  - a. Last working party – the flag pole was erected and grass cut.
  - b. Next working party – the main tasks were cutting grass and some undergrowth to be cut back.

- c. JS said he would make a list of the jobs he wants done. He circulated some signs that he wants put around the fields telling people where to walk. He will think about how best to make paths accessible.

6. Fund Raising – nothing to report.

7. Field Projects:

- a. The “village of the year” judge met up with IR and DOG and his main comment was that our signage could be better. IR distributed some examples of additional signage that we could have in the car park etc. There was considerable discussion about this and it seems clear that we need to give more thought to the subject.
- b. The flagpole is up and awaiting the flag.
- c. There had been a request in the past month for a party on the fields and it took so long to come to a decision that the person found another solution. DOG had asked the parish clerk, who said the entertainer would need to produce evidence of insurances, risk assessment and so on. People would most likely also need access to the hall for toilets and possibly kitchen. There was much lively discussion and eventually it was agreed that this requires more thought and planning for future requests.
- d. JS brought a species list that he thinks should be considered for planting around the fields, along with a plan of where he would like things planted. There was some discussion of this and JS was requested to produce a formal document for consideration by the committee.
- e. IR suggested that we could do with a general use, small transportation box for the back of the tractor that can be used to “carry” stuff around. A new box is approx. £381. NR said he would investigate an alternative solution.

8. PC Issues:

- a. JN presented some points put forward by SS who was unable to attend this evening.
  - i. It had been suggested that a bench was put on the playing field adjacent to the school and SS has confirmed that this will be done by the parish council.
  - ii. Gary (a parish councilor) is organizing walks and bike rides around the area and may also take in the fields as part of this, with schools.
  - iii. The flag pole should be included on our insurance policy, we need to let KK know the value.

9. Publicity:

- a. A lovely article about the fields is in Danbury Contact magazine, however, the photograph of the arch needs to credit Roger Webber.

10. AOB:

- a. JS thought we should produce T-Shirts with the priory fields logo on them as a marketing tool, for sale. This was rejected.
- b. NR mentioned a couple of hornbeams by the new bridge that appear to be falling and need to be watched.

11. As there was no further business the meeting closed at 9.30 pm.

12. Next meeting is Thursday 11 July 2019

13. Signed: Ian Read, Chairman.....