

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING HELD ON 13th October 2016 7:30PM

Present: Ian Read (Chair)
 Ruth Collen (Minute Taker)
 Peter Nightingale
 Chris Saltmarsh
 Pam Dawson
 John Bishop
 Geoffrey Worricker

1.	APOLOGIES FOR ABSENCE
	Peter Athey, Julie and Bob Norman, David Oxley-Goody, Jo Britter
2.	MINUTES OF LAST MEETING AND MATTERS ARISING
	<p>The actions from the last meeting were run through and discussed.</p> <ul style="list-style-type: none"> • The Green flag has now arrived. • John has confirmed that he can now do the WI Walk and Ian has said that Dave can also do it. <p>Peter proposed and John seconded the minutes.</p>
3.	ACTING CHAIRMAN'S REPORT
	<p>WI Walk: Ian has said that the group are looking for about an hour's walk, starting at 11:30am, with a mixture of history and nature. John and Dave are available for this; it was suggested that the walk could include showing them bat and owl boxes.</p> <p>There will be 10-15 ladies taking part but this will be confirmed nearer the date.</p> <p>Chris said for Ian to let the group know that parking spaces may be limited due to the drainage work and suggest that they park at the garden centre and walk down.</p> <p>Action: Ian to talk to the group regarding parking.</p>
	<p>Dave is going to contact the couple who Peter recently met on the fields from East Hanningfield.</p> <p>Action: Dave to contact the couple to arrange a date and time.</p>
	<p>AGM: Discussion around setting a date, this year it was 29th April which was early, suggestion of combining our committee meeting with the AGM on the 11th May 2017. This will be provisionally booked.</p> <p>Discussion about possible speakers – Geoffrey suggested a man based in Saffron Walden who grows his own wild flowers. He will try and get some contact details.</p> <p>Action: Geoffrey to get contact details.</p>
4.	FINANCE REPORT
	<p>John recently circulated an updated report by email.</p> <p>The receipts since the last report were read out and discussed.</p>
5.	REPORTS ON WORKING PARTIES & FIELD PROJECTS
	In September the new dog bin and bench were installed, the old picnic benches were disposed of, the bridge was repaired and the fruit trees watered.

	<p>In October the ditch was cleared for the drainage works, the branches and brambles were trimmed and the fruit trees were watered again.</p> <p>There is a puncture in one of the front tyres of the Westwood; Dave has said he is happy to get some tyre sealant if agreed by the committee. This was discussed and agreed. Action: Dave to pick up some tyre sealant.</p> <p>At the next working party the hedge alongside the carpark will be trimmed, we will hold off on planting the new trees until December.</p>
6.	FUND RAISING
	<p>Quiz Night: The committee agreed that it went well and people who went have said that they would do it again; it was suggested doing it twice a year - March/April was put forward as a date but we would need to make sure that the hall is free and the quiz master is available. This will be discussed further at the next meeting and an initial meeting can be organised.</p> <p>Discussion of putting a maximum number on each table so it is fair.</p>
	<p>Christmas Raffle: John said that the majority of the prizes for the raffle have been sorted, he just needs to pick up the voucher from Derek Kelly and the garage. The Parish Council are having a festive songs event at the shops in December and it was suggested drawing the raffle at that event as afterwards the school is open for refreshments, Chris will confirm the date and time of the festive songs. Action: Chris to confirm the details of the festive songs event.</p> <p>John said that we should check with the school first.</p> <p>An advert will need to go in the shop and also tickets will need to be printed – Ian will organise the printing for these once the details have been confirmed. Action: Ian to organise the printing of the tickets.</p>
	<p>Pam will bring the list for the hamper to the next meeting. Action: Pam to bring the list for the hamper to the meeting.</p>
	<p>Pam has said she will talk to the hairdressers, the garden centre, fruit shop, Chinese and the Indian at South Woodham Ferrers regarding prizes for the raffle. John will ask at the Brewers Arms and will book provisionally for the Christmas meal. Action: Pam and John to talk to the local shops, pubs and restaurants regarding raffle prizes. Action: John to provisionally book the Christmas meal.</p>
7	FIELD PROJECTS
	<p>The drainage on the football field will be starting imminently and will be a 2-3week job.</p> <p>Boys have been caught throwing stones at the notice board, luckily the boards are okay.</p>
8.	PC.RELATED ISSUES
	<p>Chris has said that the Parish Council can supply the tree ties and the stakes for the replacement trees and the selection off trees will be Field Maple, Service tree, Vertical Hawthorn and Crab Apple.</p> <p>Ian will forward Peter a copy of a plan for the drainage work. Action: Ian to email Peter on a copy of the drainage work.</p>
9.	PUBLICITY AND NEWS ITEMS & AOB
	<p>Ian and John had been looking at the English Heritage website a while ago and Bicknacre Priory was referenced to but when the listed buildings were spilt off to form Historic England the reference disappeared. John then wrote a letter to them including pictures asking if this can be reinstated but they have replied saying that they cannot advertise third party sites. However</p>

	the reference to the Arch is still on the Historic England site and we have now found that we can edit this as it is very out of date. This will be looked into.
	Heritage open days: Ian recently attended an event in Colchester in September which is an international event run each year over 4 days and as the entry to the arch is free we meet the criteria and would be able to provide guided tours. Next year it is set for 7-10 th September 2017. Ian gave out the website address for this for people to look at - heritageopendays.org.uk .
	Discussion of when our Christmas meal will be – suggestion of 12 th December.
10.	DATE OF NEXT MEETING
	10 th November 2016

Signed:

Date: