

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING HELD ON 10th November 2016 7:30PM

Present: Ian Read (Chair)
 Ruth Collen (Minute Taker)
 Peter Nightingale
 Pam Dawson
 John Bishop
 Geoffrey Worricker
 Den Harvey
 David Oxley-Goody

1.	APOLOGIES FOR ABSENCE
	Peter Athey, Julie and Bob Norman
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 tickets have been printed for the raffle that is to be drawn at the festive songs event. <p>The WI walk went ahead and went very well.</p> <p>John proposed and Peter seconded the minutes.</p>
3.	ACTING CHAIRMAN'S REPORT
	<p>Christmas Dinner: John is going to email around the suggested date of 13th December, once the date is confirmed invites will be given. Action: John will ask for a copy of the menu and circulate it.</p> <p>Ian has received the Insurance documents now from Karen and will put up the employers' liability certificate in the garage at the weekend. Action: Ian to display the certificate.</p> <p>AGM: The AGM is planned for 11th May 2017; John will follow up the booking of the hall. Action: John to confirm the booking of the hall for the AGM.</p> <p>Dave suggested using the local man, Duncan McNeil, who has his own vineyards around the village and a couple of other sites. It was agreed for Dave to invite him to come and talk. Action: Dave will organise a meeting with the man to discuss speaking at the AGM.</p>
4.	FINANCE REPORT
	<p>John recently circulated an updated report by email. We received £14 from the WI Ladies. Ian has an email from an U3A History Group regarding organising a walk, Ian replied asking about dates and times. This will be followed up.</p>
5.	REPORTS ON WORKING PARTIES & FIELD PROJECTS
	<p>This weekend the hedge will be trimmed, the grass will be cut in the orchard, the bench will be chained down and the bonfire will be lit.</p> <p>John was contacted by Sandy to see if we could help put in some rose bushes on the village green. This was discussed and it was agreed to do it on Sunday. Action: John will liaise with Sandy to see if the trees can be left in place ready for us to start at</p>

	9:30am.
6.	FUND RAISING
	<p>Quiz Night: Discussion around doing two quiz nights a year, we will definitely be doing one in the Autumn, suggestion of doing one in the spring. We would need to avoid the school holidays; it was suggested 31st March 2017 for the Spring quiz and 6th October 2017 for the autumn quiz.</p> <p>Action: Dave will book this provisionally with the quiz master.</p>
	<p>Christmas Raffle: Ian ran through the prizes that we have for the raffle. Pam sent round the table a list of items for people to put their name next to for the hamper; if people could get their hamper items to Pam by 26th November.</p> <p>Pam has been able to get a voucher from Petals, a voucher for the petting zoo from White Elm Nursery and a Christmas table decoration from the florist. She will also contact the local Chinese.</p> <p>Pam will ask Julie if she has anymore of the candle holders she had last year to put in the raffle.</p> <p>Suggestion of selling the raffle tickets at the festive songs event for people to purchase them last minute.</p>
7	FIELD PROJECTS
	<p>The gearbox on the big mower needs to be looked at, discussion of whether to take it to Does. Action: Ian will talk to Does and see what they suggest.</p>
8.	PC.RELATED ISSUES
	<p>The drainage on the field is ongoing. Dave has said that with the money left over from the drainage there are plans to put down plastic grills from the carpark up to our entrance to make additional parking.</p>
9.	PUBLICITY AND NEWS ITEMS & AOB
	<p>Historic England: We are unable to advertise the Arch on the English Heritage website but it is advertised on the Historic England website under Bicknacre Priory Ruins, Ian has added some more information and some photographs under the entry. Ian has also emailed to see if the details of the address can be amended, this will take a couple of weeks.</p>
	<p>John recently got a letter from Chelmer and Blackwater Catchment Partnership regarding keeping streams clean in relation to the Sandon brook – if there is a follow up to this Peter will deal with this. This will also be shared with Chris for the Parish Council.</p>
	<p>We were asked to produce an article for the Parish Council newsletter – John and Ian have done this.</p>
	<p>Christmas Cards to give to helpers – suggestion of having a picture of the fields on the cards – Ian will print some pictures and organise this and Pam has offered to write these.</p> <p>Action: Ian to organise the printing of the Christmas cards and Pam to write these.</p>
	<p>Discussion around the Children in Need Ramble which was on Country File and maybe trying to do it over the fields, we will try and look for this next year.</p>
	<p>John has asked if anyone can get any expenses to him before 17th November.</p>
10.	DATE OF NEXT MEETING
	8 th December 2016

Signed:

Date: