

**FRIENDS OF PRIORY FIELDS**

**MINUTES OF COMMITTEE MEETING HELD ON 9<sup>th</sup> March 2017 7:30PM**

Present: Ian Read (Chair)  
 Ruth Collen (Minute Taker)  
 John Bishop  
 Den Harvey  
 David Oxley-Goody  
 Chris Saltmarsh  
 Pam Dawson  
 Malcolm Whipp  
 Peter Nightingale

1.	<b>APOLOGIES FOR ABSENCE</b>
	Julie and Bob Norman
2.	<b>MINUTES OF LAST MEETING AND MATTERS ARISING</b>
	<p>The actions from the last meeting were run through and discussed.</p> <ul style="list-style-type: none"> <li>• Peter Nightingale will be added to the last minutes as attending.</li> <li>• Setting up a Facebook page for FoPF is in process; Ian, John and Pam will try and meet up with Linden to progress this.  <b>Action:</b> John will contact Linden.</li> <li>• Chris will send Peter the details of the tree survey.  <b>Action:</b> Chris will send</li> </ul> <p>Peter proposed and Pam seconded the minutes.</p>
3.	<b>ACTING CHAIRMAN'S REPORT</b>
	<p>Ian will contact committee members before the AGM to see if they want to remain on the committee.  <b>Action:</b> Ian to contact the committee members.</p>
4.	<b>FINANCE REPORT</b>
	<p>John handed round copies of the budgeted amounts for next year.</p> <p>Discussion of adding a new column with the heading 'new equipment' with a budget of £4000 for the purchases of new machinery, which will be covered by a grant.  <b>Action:</b> John will add in the extra column.</p> <p>The budget was agreed by the committee.</p> <p>A copy of last month's accounts was also handed around to look at.</p> <p>John has asked if anyone has any claims please can they pass them onto him as quickly as possible or wait until the new financial year.</p>
5.	<b>REPORTS ON WORKING PARTIES &amp; FIELD PROJECTS</b>
	<p>Last month's working party was spent planting the four new trees behind Compasses and the tree on the village green. The east water meadow hedge was also cleared. This weekend the trees will be watered and the clearing will continue which was started last working party.</p> <p>Peter will bring trees to plant in the gate ways which backs onto the Priory Road Houses.</p>

	The post also still needs to be replaced and the Saville's memorial bench will be cleaned; discussion of how best to clean this.
6.	<b>FUND RAISING</b>
	<p>Quiz Night: Pam will be doing a spring hamper for the raffle, which will include items such as strawberries and clotted cream. A list was passed round for people to select an item and give Pam the money for it or pick it up.</p> <p>Pam has been in touch with Julie from the Danbury Journal and the quiz will be advertised in the April and May editions for no charge.</p> <p><b>Action:</b> Pam will pick up 3 books of raffle tickets in a variety of colours.</p> <p>The framed engraving of the arch given to us can be put in the raffle and John will donate a bottle of wine. Suggestion of also buying spirits and plants to put in the raffle.</p> <p><b>Action:</b> Dave will also ask at Kelly's Turkeys about a raffle prize.</p> <p><b>Action:</b> Dave will send Jo copies of the posters to be put up around the village and neighbouring villages.</p> <p>Can everyone try and get a team together for the quiz.</p>
	Dave suggested offering the fields to parents for kids' parties in exchange for a donation; this was discussed and it was decided to give it some thought and think about drafting an article for In-touch.
7	<b>FIELD PROJECTS</b>
	<p>New machine: Ian spoke to Doe's and they didn't have the model in stock but now they have managed to get the largest model and Ian, Peter and Dave will go and have a look.</p> <p>Malcolm and Dave also talked about looking at a tracmaster for which you can buy different attachments, we can ask Doe's about any alternatives they have.</p> <p><b>Action:</b> Dave will email round suggested dates and times to go to Doe's.</p> <p><b>Action:</b> John will start looking into grants we can use for this.</p>
	Warning Notice: The warning notices are now ready. Peter will sort out getting the signs prepared to be put up, these can be put up at the weekend.
	<p>U3A event – Ian said that the group's main interest in the visit is history.</p> <p><b>Action:</b> John will get in touch with Geoffrey for some pictures and information.</p> <p><b>Action:</b> Ian will find out numbers so we know how many refreshments we will need. Pam will do the refreshments and John will give a talk with the information from the last talk.</p>
	<b>PC.RELATED ISSUES</b>
	Moles: Chris has had an email regarding a quote given from St George's for a service but this hasn't been confirmed, more information will follow.
	Neighbourhood Planning: June meet up with the FoPF recently and talked through the project. An open session on the neighbourhood planning is coming up within the next few weeks.
	The P.C mobile is now no longer in use.

	Discussion around recruiting more volunteers by all the organisations working together such as the Village Hall Committee, Parish Council and FoPF, suggestion of using the Parish General Assembly for this.
9.	<b>PUBLICITY AND NEWS ITEMS &amp; AOB</b>
	<p>John has written an article to put into this month's In-touch about volunteering.</p> <p>Ian handed out some printed copies of a leaflet talking about volunteering to be given out at the Parish Assembly. Ian will get 100 printed. Suggestion of putting Facebook under the contact us section.</p> <p>Discussion around changing the current template used for letters etc, such as putting an email address for people to contact us, Ian will look into this.</p> <p>Pam will not be at the next meeting.</p>
10.	<b>DATE OF NEXT MEETING</b>
	13 <sup>th</sup> April 2017

Signed: .....

Date: .....