

## FRIENDS OF PRIORY FIELDS

### MINUTES OF COMMITTEE MEETING HELD ON 12 SEPT 2013

Present:	John Bishop (Chairman)	Geoffrey Woricker
	Ian Read (Vice Chairman)	Julie Norman
	Linden Rosam	Bob Norman
	Jo Britter	David Oxley-Goody
	Peter Nightingale	
	Den Harvey	

<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b>
	Chris Saltmarsh, Peter Athey, Ruth Collen
<b>2.</b>	<b>MINUTES &amp; MATTERS ARISING</b>
	Guests: Tony Bushell, Sandy Sinclair, Liz Woodhouse
	Dave was proposed as a member of the committee by PN and seconded by BN. We welcomed Dave to the committee.
	The dates mentioned in item 7 of the previous meetings' minutes should read December/January.
<b>3.</b>	<b>COUNTRY FAYRE REVIEW</b>
	There was much discussion about the country fayre and it was felt that the event had been very successful with a good turnout of both people and events. Several areas for improvement were noted, should we decide to hold another event – see final page of these minutes.
	A list of people who should receive thank you letters from the Friends was agreed. Action: JB
<b>4.</b>	<b>TREASURERS REPORT/BUDGET ITEMS</b>
	JB presented the treasurers' report and noted that in future it would be advisable to increase the amount under the heading of events. We are still collecting small amounts from the fayre and we have a few bills to pay, so a fuller picture should be available next month.
<b>5.</b>	<b>WORKING PARTIES</b>
	Planned for the coming weekend, weather permitting. Further work on the new bridge.
<b>6.</b>	<b>PARISH COUNCIL RELATED ISSUES</b>
	The parish council are organising an inspection of all trees in the parish and would like an estimate of the number of trees on the fields. Action: PN.
	We have received a request to allow a paranormal investigation around the arch and its field. Permission has already been granted to the group from English Heritage; it was felt that we should inform the parish council. Several committee members asked if they could attend when this is being done. Action: IR
	Danbury Juniors have been kind enough to volunteer to replace the damaged memorial tree. The mountain ash needs replacing, the other one is ok. We would like to accept this offer and it was suggested that we invite the juniors to help with the planting. Action: JB
	It was suggested that we erect a notice in the memorial tree area that will engender respect for the area and the trees. The notice should have some kind of description about the trees, why they are there and what they represent. Proposed by IR and seconded by PN. Action:

	All – reflect on type of board and wording, to be discussed at next meeting.
<b>7.</b>	<b>FIELD PROJECTS</b>
	Orchard: for planting in December/January. The next working party could mark out tree positions in preparation.
	Wild Flowers: It has been suggested that we introduce some wild flower seed to certain areas of the fields, after some discussion it was agreed that introducing cow slips to the picnic area would be a good idea. They are natural to the area and the introduction would do no harm. Action: PN.
	Woodland Trust: There will be no further information about whether or not we have been awarded further trees until approx November time.
	New Info Board: No further progress at present.
	Land: We need to initiate talks with Tony Chambers. Action: JB
<b>8.</b>	<b>PUBLICITY</b>
	No information at present.
<b>9.</b>	<b>NEWS ITEMS</b>
	It was reported that an elm tree is down in the memorial field near the stream. It is not blocking any access. To be checked at working party on Saturday.
	DH informed the group that the E. Hanningfield fayre had apparently been disappointing.
	Liz donated £20 for the Petals vouchers that had not been used at our fayre.
	JN reported that she had a lot of coffee and tea left over. It was agreed that although we could keep some we could donate some to the MacMillan coffee morning on 27 <sup>th</sup> .
	All agreed that flowers should be bought and given to both Liz and Sandy as a token of our thanks for their immense help with the fayre. They were both amazing drivers of the organisation of the event and we are all truly thankful for their help and assistance.
<b>12.</b>	<b>NEXT MEETING</b>
	The next main Committee meeting will be held on 10 October 2013
	Meeting closed at 9.50pm

Signed: .....

Date: .....

## COUNTRY FAYRE LESSONS LEARNED

- Judging of children's cakes was too harsh. Perhaps have no comments next time.
- Stalls should have been much closer together.
- The two bouncy castles would be better placed side by side.
- We didn't get any fancy dress entrants, next time it might be easier to ask the children to make a scarecrow instead.
- The stalls in the hall might be better set out back to back to enable better circulation of people around them.
- Needed to organise more helpers
- The cakes on the refreshments stall could have been a slightly higher price.
- The bouncy castle pricing was not great. Next time it would be better to charge more for repeat jumps and stamp the child's hand – with ink!!
- Not enough people went into the hall, we need more signage and find more ideas for attracting people in.
- 1 person should have been dedicated to the arena
- Raffle took a lot of money but should have been more visible and had a double stall.
- Organisational issues noted:
  - When stall holders arrived
  - Litter picking
  - Arena
  - Volunteers
  - Signs for toilets
  - Dogs on leads
  - Announcements couldn't be heard properly
  - Competition entry
  - Sponsorship
  - Money process – collecting in at the end
  - More helpers
  - Date clashed
  - Signage re crafts in the hall, budgies and competitions