

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING HELD ON 13th March 2014 7:30PM

Present: John Bishop (Chairman)
 Ruth Collen (Minute Taker)
 Julie and Bob Norman
 Ian Read
 Geoffrey Woricker
 Tony Bushell
 Linden Rosam
 David Oxley-Goody
 Den Harvey

1.	APOLOGIES FOR ABSENCE
	Peter Athey, Jo Britter, Chris Saltmarsh and Peter Nightingale
2.	MINUTES & MATTERS ARISING
	Last month's minutes were proposed by Linden and seconded by Ian.
3.	FINANCE
	Info board funding: John has put in a request to the Parish Council for a donation towards the new info board.
	Easter Raffle: <ul style="list-style-type: none"> • Discussion around this being put back until the Community Day as the prizes have not been organised yet. The group have been asked to think of anyone they can approach for a prize. There were suggestions of asking at Danbury tea rooms and tropical wings. Action: Julie has said she will talk to the people at the garden centre and petals. Action: John will call in at Danbury gym. • Linden has said that she will make up a hamper for the raffle. Action: Linden will email out a list of things that people can buy for the hamper.
	Heritage Lottery Fund Survey: Discussion of compliance survey form. Section A has been completed but we are unable to answer section B. Action: John will write to the lottery fund to explain this.
	John has said that he will start sending around a monthly financial statement.
	Chainsaw training: David has said that the training for the chainsaw would be £650 plus £150 for all the safety equipment and that is before buying the chainsaw , although the chainsaw would be covered by the insurance. As Peter has good contacts with the National Trust it was decided to save the money.
4.	WORKING PARTIES
	Orchard: The orchard was planted last Saturday with the help of the scouts and guides. Signs will be put on the trees to detail their name and description.
	The area around the west bridge was tidied up.
	Ian has said that Peter has found a new plant on the fields called Moschatel.
	The guides have made some owl boxes, Peter is hoping to put these up on 5 th April if anyone is available to help him.
	Mower: The cable for the mower needs to be fixed.
	Quad bike: A post has been put up in the Moor Hall Lane entrance to try and prevent the quad bike coming in. It was decided to continue to monitor this.
	Discussion around drainage.
5	PC RELATED ISSUES

	<ul style="list-style-type: none"> Plans for 'Play in the Park' and 'Community Games Day': Play in the park will be held on 10th April and 14th April, the friends will be running activities on both of these days. On 10th April the activity run by the Friends will be nest making. Children will be able to go around the fields and use materials they find. We will also give them chocolate eggs. On 14th April there will be a leaf hunt where children will be given leaves to find around the fields. The Parish Council have said they will provide the prizes. On 'Community Games Day' the Friends will run a family treasure hunt with clues for parents and clues for children. The raffle will also be done on this day and the winner will be announced in the closing ceremony. There will be a meeting to organise the treasure hunt on Tuesday 25th March, John will ask if this can be at Jo's house.
	The Parish Council (p.c) have written back to the guides regarding them using the fields for various activities. The p.c have said that the guides can use the fields as long as they let them know before they do it.
6.	FIELD PROJECTS
	<p>New Information Board:</p> <ul style="list-style-type: none"> Rod has now nearly finished, we need to think about getting the board produced and framed. The estimated cost for this is estimated at £1,700, this will need to be raised. Discussion around having a QR code on the info board and what website page we would want it to link too. Suggestion of it linking to the history page.
	<p>Purchase of additional land: It was agreed to pursue with this and start looking at grants. Action: John will look into the awards for all grants and report back.</p>
	Nature Reserve: To be brought back to the next meeting.
	Dormouse Licence: To be brought back to the next meeting.
	Suggestion of setting up cameras to watch the badgers – to be discussed at the next meeting.
	Memorial Trees Notice: Discussion around putting up a notice for the memorial tree area.
7	PUBLICITY
	<p>AGM Arrangements:</p> <ul style="list-style-type: none"> A draft agenda was passed around, it was suggested that the guest speaker should be towards the end of the meeting. The guest speaker could possibly be from the local airfield, John is going to try and arrange this. Action: John to talk the people at local airfield regarding speaking at our AGM. Julie will organise the refreshments for the evening which will be shared before and after the meeting. John has said that he will provide wine and cheese for refreshments. Action: Geoffrey will ask Barbara about making cakes for this. Tony Bushell has agreed to take on some of John's secretarial duties, Linden has agreed to be treasurer and Ruth is staying on as minute taker. The auditor has also agreed to continue.
	Possible Constitution Change: It has been decided not to change it this year and to think about it for next year.
	<p>Open air theatre: Brian Collen (Ruth's dad) has had an idea of having a open air theatre production around the arch. It was suggested that this could combine with the arch's anniversary. Action: Ruth will ask Brian to come along to the next meeting.</p>

	Love Parks Week: This runs from 25 th July to 3 rd August. If the Friends were to run an event for this it would be advertised on the Love Parks Week website. Any ideas for this will be discussed at the next meeting.
8	NEWS ITEMS
	100 Club: Linden has suggested setting up a 100 club where 100 people put in money and then there is a monthly prize draw. Action: Linden will look into the legal requirements around this.
	Discussion around registering for 'village green'.
	On 21 st June at St Edwins Hall in SWF there is an event, with the theme of 'bygone years', suggestions of having stalls and displays about the fields and arch.
9.	NEXT MEETING
	The next main Committee meeting will be held on 10 th April 2014.

Signed:

Date: