

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING HELD ON 10th April 2014 7:30PM

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

1.	APOLOGIES FOR ABSENCE
	Peter Athey and Jo Britter
2.	MINUTES
	<p>The actions from the last minutes were reviewed:</p> <ul style="list-style-type: none"> • Julie hasn't been to Petals yet regarding the Easter Raffle but the Garden Centre and Tropical Wings have been approached. • The raffle will now take place on 29th May at the Community Games Day, the tickets need to be printed by the end of the month. • John will call into the Gym at Danbury regarding the raffle. Action • John will talk to Linden regarding the list for the hamper. Action • John will send Chris the email to the Parish Council about the information board donation. Action <p>Ian proposed the minutes and Den seconded.</p>
3	MATTERS ARISING
	<p>Brian Collen attended the meeting to discuss the idea of having an open air theatre production around the arch in 2015, which would be the 10th anniversary of FoPF. An evening of the last week before the schools break up for summer has been suggested.</p> <p>It was agreed that this was a good idea, Brian will put together a proposal for this and bring this to a future meeting.</p>
4.	FINANCE
	John handed round the financial statements for the last financial year. These still need to be looked over by the auditor. Discussion around accounts, there are 2 strimmers and there is a query over the cost of the mowers.
	John has said that he will start sending around a monthly financial statement. Linden will be taking over the accounts.
	<p>1. Easter Raffle: This was discussed previously.</p>
	<p>2. Other Fund Raising Activities Julie is looking at having her first coffee morning for mums and children on 17th May (so it can be advertised at the AGM). Julie will write a proposal for this and bring it to a future meeting. Action: Julie to do proposal.</p>

	Julie will advertise this through the In Touch magazine, the shop and word of mouth. The Guides may also be approached about helping with childcare.
5.	AGM ARRANGEMENTS
	John has drawn up an agenda for this.
	Peter Savory from Stow Maries Airfield will be the guest speaker for the night.
	John will ask Carolyn if she can do the refreshments as Julie cannot do them. Action: John to ask Carolyn about refreshments.
	Tea and coffee will be served at the start and then wine and cheese will be served at the end, John will supply the wine.
	The display board needs to be sorted out this can be done as part of the next working party.
	The roles of the FoPF members will be elected at the AGM.
6	WORKING PARTIES
	At the last working party fallen branches were burnt, the hedges around the meadow were trimmed and the orchard was planted. The Guides also helped put up owl and bird boxes last Saturday.
	This weekend more branches need to be burnt and the grass needs to be cut. The hay cut was discussed; Geoffrey will ask if Mark can do this at the start of July. Action: Geoffrey to ask Mark about the hay cut.
7.	FIELD PROJECTS
	1. Community Projects <ul style="list-style-type: none"> • Play in the Park: The event today went well, very popular. Hopefully it will go well on Monday. John will copy the leaf bingo sheet in black and white and see how it looks. Action: John to make copies of bingo sheet. • Treasure Hunt: A subcommittee group have been meeting regularly to plan this. It has been decided there will be 2 separate treasure hunts, one for adults and one for children. • Football field drainage: There is a possibility of draining the football field for the Danbury Juniors. This is still in discussion.
	2. Future Field Projects <ul style="list-style-type: none"> • Peter wants to ask the Brownies to help make more bird and dormouse boxes and some insect hotels. • We need to catch up on maintenance such as clearing the area around the brook. • Want to encourage more wild flowers such as bluebells. Discussion around this.
8	PC-RELATED ISSUES
	Girl Guides: It was felt by the group that the guides shouldn't have to let the P.C know every time they use the fields. This has been left with Chris.
	Extra Land: Discussion around the possibility of asking Tony Chambers if he would be willing to sell the whole land to us and for how much. It was agreed to ask Tony. Action: John will meet with Tony to discuss this.
9.	PUBLICITY AND NEWS ITEMS
	Everyone is happy with the wording of the AGM and raffle posters but Ian will play around with the design. Action: Ian to work on the AGM and raffle posters.
	The AGM poster will be put up in the shop, on the field's notice board and Chris has said that it may be possible for it to be included in a leaflet drop that Karen is planning to do for the P.C.

	<p>Action: Ian will email the poster to John who will then talk to Karen.</p> <p>Action: Julie has also said that she will email Lesley Ruse to ask about advertising the AGM in the in-touch magazine.</p> <p>The information included on the raffle poster needs to be put on the raffle tickets which need to be printed by the end of the month. This poster will also be put up in the shop where tickets will also be sold.</p> <p>Action: Julie will also see if the raffle can be advertised in the in-touch magazine.</p>
	Chris has said that the P.C has been approached about having a memorial tree for someone in the village.
	Michael Turner's bench has been replaced.
	Peter has found a new plant on the field called Moschatel and Field Woodrush has also been found.
10)	ANY OTHER BUSINESS
	<ol style="list-style-type: none"> 1. Green Flag Seminar <ul style="list-style-type: none"> • We have had an invite to a Green Flag 3day seminar which is around £300 per person.
11)	DATE OF NEXT MEETING
	8 TH May 2014 at 7:30pm

Signed:

Date: