

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING HELD ON 8th October 2015 7:30PM

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

1.	APOLOGIES FOR ABSENCE
	Peter Athey , Jo Britter and Linden Rosam
2.	MINUTES OF LAST MEETING AND MATTERS ARISING
	The minutes of the September meeting were approved with a minor correction and signed by the Chairman. Actions arising from the minutes were discussed and had all been completed.
3	CHAIRMAN’S REPORT
	Since he had only recently returned from holiday, the Chairman had no issues to report.
4.	SECRETARY’S REPORT
	Final versions of the Policies on Safeguarding and Documentation had been circulated and were approved and would be placed onto the website at a future date.
	Improvements to the current website, to make access for updating easier, were discussed. It was suggested that this might form a project for which we could apply for a grant.
	The 2009 Expenses policy was discussed but it was generally felt that there was no need for a change to the procedures at this time.
5	FINANCE REPORT
	Pam handed round copies of the FOPF APR 15 to MAR 16 budget and gave an update on the latest figures. Pam has received £25 in compensation from the bank in respect of her recent telephone call.
	There was discussion around sending any unused grant money back at the end of the year; this will be discussed further.
	Discussion around chaining down our old benches in their new locations – it was decided to wait and see if they continue to be moved around the fields.
	We haven’t spent any of the craft fayre budget so far as we have used the money from the deposits.

	There was a suggestion of meeting up with Linden outside the committee meeting to talk about the layout of the accounts.
6.	REPORTS ON WORKING PARTIES
	<p>At the last working party the new benches were installed; this weekend the new dog bins will be put up. Dave gave an update on new bin. It was not as big as we were expecting and we may have to put the original bin back in place. There was confusion over who would have charge of the key to the new bin.</p> <p>The hedge along the footpath also needs to be trimmed for the Village Hall.</p> <p>There were further discussions on the replacement information board.</p> <p>There may also be a bonfire this weekend.</p>
7.	SPECIFIC ISSUES
	<p>U3A Talk: Ilan read out the email he had received from Brian Barker from the U3A asking if we have sufficient history on the Priory or Bicknacre in general for a talk next year. Chris suggested maybe asking David Andrew the architect from Essex County Council who has previously written articles about Bicknacre and the surrounding areas.</p> <p>Dave said he recently ran into members of the Moss family; the family who farmed the fields surrounding the Priory in the 1930's before the Davies family. This could help towards the talk.</p> <p>John has said he will talk to Linden regarding the talk and Geoffrey has got various pictures and information. Action: John to talk to Linden about the possible U3A talk.</p> <p>It was also suggested contacting Derek Ruse.</p>
	Ilan said that the benches should be put on the insurance policy.
	Chris gave an update on the signs we are in discussion about with the Village Hall committee; it is still in process.
	<p>Ilan has given the Village Hall committee the dates for next year's committee meetings. Action: ilan will send round the dates of next year's working parties and committee meetings. Action: ilan will also send Tony the dates of the field inspections.</p>
8.	FUNDRAISING
	<p>Xmas craft fayre: Progress is good so far for the fayre.</p> <p>Dave has said that Mary who lives down Peartree Lane will be happy to put a sign for the fayre on her front garden.</p> <p>The raffle tickets are now on sale at the local shop, The Brewers Arms and Sandon Nursery. Action: If everyone can take a few tickets and let people know where they are for sale.</p>
	<p>Christmas Cards: Julie asked if anyone had any ideas for the picture on this year's FoPF Christmas cards. Action: ilan has said he will have a look and see if he has any pictures.</p>
9.	FIELD PROJECTS
	<p>Information Board: The board is printed and ready to go.</p>

	<p>Notice Board: This is still in process, Ian is chasing the company.</p>
	<p>Priory Fields leaflets: The new leaflets have now been printed. Ian handed these round. There was a suggestion of leaving some leaflets with local libraries, information office and maybe local attractions , such as Tropical Wings.</p>
10.	<p>PC-RELATED ISSUES</p>
	<p>Tree Removal: Chris gave an update of the removal of the trees; The Parish Council (P.C) have heard back from OCA who have said that they want the removal started by the end of the week and the P.C have been in touch with the insurance company who will cover the liability but not the removal. A quote has now been sought by the P.C and they are hoping the trees will be down soon.</p>
	<p>CCTV: This is still in process.</p>
11 & 12)	<p>PUBLICITY AND NEWS ITEMS & AOB</p>
	<p>We have received a cheque of £50 from Mr John Pine for the logs he collected from us.</p>
	<p>Den will be at the working party with Martha but can't do Sunday.</p>
	<p>Discussion around a follow up from the Bat Conservation Trust.</p>
	<p>The meeting closed at 9:40pm</p>
13)	<p>DATE OF NEXT MEETING</p>
	<p>12th November 2015</p>

Signed:

Date: