

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING HELD ON 9th June 2016 7:30PM

Present: Ian Read (Chair)
Ruth Collen (Minute Taker)
Peter Nightingale
Tony Bushell
Chris Saltmarsh
Pam Dawson

1.	APOLOGIES FOR ABSENCE
	David Oxley-Goody, John Bishop, Den Harvey and Julie and Bob Norman
2.	MINUTES OF LAST MEETING AND MATTERS ARISING
	<p>Matters arising and actions taken from the last meeting:</p> <ul style="list-style-type: none">• 5 year management plan: This has now been completed. Action: Ian to send a copy of the complete plan to Chris Saltmarsh.• Gambling Licence: We will not need a licence for the quiz night, as we will only be selling to people there on the night, we have got the licence anyway.• We will confirm with Dave at the working party if he has booked the hall for the quiz.• We need a volunteer for the writing articles for the in-touch; discussion of putting an article in the Danbury Journal and the In Focus magazine as well. Pam has said she will have a go at writing an article for the in-touch, if anyone has any ideas to be put in please contact Pam. <p>The minutes were agreed and signed.</p>
3.	CHAIRMAN'S REPORT
	<p>Ian has spoken to Doe's who have given him an estimation of £480 to fix the Husqvarna's transmission fault and £807 for a full service; the total would be £1,288.</p> <p>This was discussed and it was agreed that we will go ahead on both on these.</p> <p>Mike Solomon and his family, some of whom were from Canada, came to visit the fields and Geoffrey brought all his information and he and Ian gave them a tour.</p>
4.	SECRETARY'S REPORT
	<p>Green Flag: Our inspection will be on Tuesday 14th June and Tony and Ian will meet and lead round the inspector.</p> <p>Awards for all: We are still waiting for a reply after Tony sent off a report detailing our spending of the money and asking if we can spend the remaining money on a new bench for the orchard.</p>
5.	FINANCE REPORT
	If the mower has been serviced before John gets back Ian will get a cheque from Pam and then

	liaise with Peter.
6.	REPORTS ON WORKING PARTIES
	<p>At the next work party the hedges will be trimmed, the paths tidied up, the trees watered and the nest boxes will be checked; Tony has said that he could go round and check these on Sunday.</p> <p>The Parish Council have got in contact with Highways to talk about the grass verge and if they can take care of the Whitebeam trees beside it; they are waiting to hear back.</p>
	Bowser: Chris has got a friend with a bowser who doesn't need it anymore and Chris has suggested giving to the Friends. This will be discussed further.
	<p>There were discussions on this year's haycut. Alan Sheldrake who did it last time has said he is happy to do it again this year but we need to confirm this.</p> <p>Action: Confirm the haycut will be carried out.</p>
7.	SPECIFIC ISSUES
	No current issues
8.	FUNDRAISING
	<p>Quiz Night: We have to get prizes for the raffle and also start collecting for the Christmas raffle.</p> <p>There will be teams of 6 to a table and Pam has said she will advertise the night in the In Touch for the next few months.</p> <p>Action: Pam to advertise the quiz in the In Touch magazine.</p>
9.	FIELD PROJECTS
	<p>New vehicles: Discussion around replacing the two lawnmowers in the future and having a subcommittee to look into this further.</p> <p>Peter has said he will talk to Adam, an area manager of the Essex Wildlife Trust, at the next Living Landscapes meeting and also go and talk to Hyde Hall for advice/guidance on a purchase. Action: Peter to talk to Adam and Hyde Hall</p>
10.	PC-RELATED ISSUES-
	<p>There will be a FoPF review at the next parish council meeting; Chris has said that they will need to see the management plan, the accounts and will need to see evidence of the insurance certificate; Karen needs to forward us the insurance certificate.</p> <p>Action: Chris to ask Karen regarding this.</p> <p>Chris has asked if a few members of the committee can attend the meeting on 5th July – he will send out an agenda to the committee.</p> <p>Action: Chris to email out the agenda.</p> <p>It was agreed that we don't require a deed of covenant as the RX1 is working, this will also be agreed at the meeting.</p>

	Discussion of taking down the fence running alongside the football field and clearing out the ditch.
	Discussion about the Parish Council assisting the Friends in getting a grant or providing a grant themselves.
11. & 12.	PUBLICITY AND NEWS ITEMS & AOB Volunteer for publicity: Pam has volunteered for this.
	Tony sent round the invitation he had received from the Green Flag for one of their ceremony's in London – this can be discussed further at the inspection.
13.	DATE OF NEXT MEETING
	14 th July 2016

Signed:

Date: