

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING ON 14 APRIL 2011

Present:	John Bishop (Chairman)	Gordon Flood (part only)
	Ian Read (Vice Chairman)	Peter Nightingale
	Bob Norman	Julie Norman
	Linden Rosam (Treasurer)	Geoffrey Woricker
	Kate Hardingham (Secretary)	Chris Saltmarsh

1.	APOLOGIES FOR ABSENCE
	Derek Wybrow and Peter Athey's absence was noted and accepted.
2.	MINUTES & MATTERS ARISING
	The minutes for the Committee meetings held on 10 February and 10 March 2011 were approved and signed by the Vice Chairman.
3.	LIAISON MEETING WITH PARISH COUNCIL 17 JANUARY 2011
3.1	Bridge Safety
	The Parish Council (PC) has arranged for their contractor to apply the non-slip paint to the bridge over the Easter weekend. The PC will bear the cost.
3.2	Field Inspections
	Nothing to report.
3.3	Dog Fouling
	It was noted that the new notices have been put up and the post by the main entrance erected in concrete.
3.4	Picnic Benches
	The existing benches are showing signs of wear and will be re-stained after Easter.
3.5	Easter Sports Programme
	The first of the two days (today) was a success with around 57 children and parents doing a nature treasure hunt with chocolate prizes. The next day (18 April) will be a nature trail. IAN READ AND JOHN BISHOP TO ATTEND
3.6	Land Trust
	(see also Item 9.2) The PC has requested that a Committee member attends the Annual Parish Assembly on 6 May to talk about the plans to create the Trust in addition to making a presentation about the work of the Committee in managing the Fields. It was agreed that the outstanding issues should be discussed with the PC prior to the Assembly if possible. It was noted that in particular (1) the question of what the insurance arrangements will be and (2) how the delegation of the management of the football pitches and monument field will work when

	the Trust is in place ought to be resolved. If not, the presentation will be a brief overview. JOHN BISHOP TO TRY TO ARRANGE A MEETING WITH THE PARISH CLERK AND BRIAN UNDERWOOD ON 26/27/28 APRIL
3.7	Hay Crop
	The decision as to who should be asked to cut the hay crop was discussed. It was agreed that the haycut must be a conservation crop and must comply with the land management plan. It was noted that the Committee's preferred choice, Simon Hollington, is not who the PC engaged to cut the crop the previous year. It is expected that the Committee be allowed to engage this year's contractor. The PC has put the haycrop on their agenda for their 3 May meeting. It was agreed that the choice of contractor be discussed with the PC prior to that meeting. JOHN BISHOP TO ARRANGE A MEETING ON 26/27/28 APRIL (SEE ABOVE) WITH THE PC
4.	TREASURERS REPORT/BUDGET ITEMS
	The February and March reports were distributed to the meeting. The Treasurer is investigating the possibility of multiple log-ins for the Committee members for online banking. However, it was noted that financial arrangements may change slightly when the Trust is established.
	The Treasurer has obtained the necessary forms to make Kate Hardingham a signatory for cheques. KATE HARDINGHAM TO SIGN THE FORMS AND PASS TO THE CHAIR FOR SIGNING
	It was noted that there may be a small an additional expense in the next month for additional fencing required for the entrance to the west water meadow.
5.	ENVIRONMENTAL STEWARDSHIP REPORT
	Nothing to report.
6.	BRIDGE and FOOTBALL PITCHES
	It was noted that the bridge is to be painted over the Easter weekend. No information has yet been provided regarding maintenance of the paint.
	It was noted that the PC has agreed to improve the entrance to the football pitches and that it should be started in the next couple of weeks.
7.	WEBSITE
	It was noted that the website has been updated to include the management plan and meeting minutes. The only concern is that on the species list there is a space for a picture; however there are so many species that there will be a great many pictures which can be difficult to find without copyright issues. LINDEN ROSAM TO INVESTIGATE WHETHER THE PAGE DESIGN TO INCLUDE PICTURES COULD BE CHANGED BY THE COMMITTEE THEMSELVES OR WOULD NEED TO BE DONE BY ELLIOT REEVE
8.	WORKING PARTIES

	The fence at the east end of the east water meadow is to be continued.
	The paths are being tidied up.
	There will be an extra working party meeting on 27 April to do some extra grass cutting.
	After discussion it was noted that there is no money set aside by the PC to pay for vandalism repair on the Fields.
	The possibility of allowing non parish residents to have a tree planted for them in the Memorial Tree Area was discussed following a pre-emptive request by a Danbury resident. After considering the limited space available it was decided that it would not be possible to extend the remit to non parish residents except in exceptional circumstances.
9.	EVENTS AND ACTIVITIES
9.1	September Country Fayre
	There has been very limited contact with the Priory Acres group who have not been able to commit to a meeting date to discuss preparations. There is concern that the plans are not progressing. JOHN BISHOP AND IAN READ TO TRY AND GET AN UPDATE FROM PRIORY ACRES
9.2	Bygone Years' Fete
	Peter Athey has agreed to man the stand which will be erected the night before. The Scouts have agreed to provide the tent. Linden Rosam and Gordon Flood are available to help set up.
9.2	Parish Assembly
	To accompany the presentation on the management of the Fields, the Boards will be put up. What should be put on the Boards was discussed: photos, details of the photographic competition, promotion of the working parties, details of the conservation haycut. It was also agreed that some props (spades, tabards etc) should be taken along to add interest. JULIE, JOHN AND IAN TO PREPARE DISPLAY
10.	PUBLICITY/GREEN FLAG AWARD
10.1	In Touch Magazine & The Journal
	It was agreed that details of the Easter sports programme be used for the May entries along with promotion of the new-look website. JULIE NORMAN TO PRODUCE DRAFT ARTICLES
10.3	Woodham Ferrers Focus
	It is not clear whether the article on the Fields went into the last edition.
10.7	Green Flag Award
	The judging process is underway. The inspector will want accompanying on his review of the Fields and has asked for a room to be booked so that he can discuss the application with members of the Committee.
	Other publicity options were discussed such as designing a folding brochure for the Fields along the lines of that done for Thrift Wood; investigating the Borough/County Council literature and websites regarding 'Things to do in Essex'; 'Country Walks' and other tourist board type publicity. Also mentioned were the Campaign for Rural England and the Green

	Spaces organisations.
11.	NEWS ITEMS
	<p>The Maldon Archaeological and History Group has completed its geophysical survey of the ground around the Arch and has defined the outline of the old Priory in the Monument Field. It was agreed that this outline be mown into the grass and paving slabs bedded into the ground at the 'corners' to aid the mowing. The Group has also prepared an artist's impression of what the Priory would have looked like. It was agreed that the drawing and other information be put onto the website with the approval of the MAHG.</p> <p>GEOFFREY WORICKER TO DISTRIBUTE THE MAHG EMAIL TO THE COMMITTEE</p>
	<p>It was noted that some of the properties on Priory Road with land abutting the Monument Field are still maintaining access to the Fields through their gardens. This contravenes the planning consents which require a perimeter fence around the Fields together with pre-defined access past the school. It was suggested that a hedgerow be planted along the fence to prevent access. In the meantime it was agreed that it is the responsibility of the PC to contact the relevant households to request they cease using their gardens to access the Fields.</p> <p>PC TO CONTACT HOUSEHOLDERS</p>
12.	NEXT MEETING
	The next main Committee meeting will be on 12 May 2011.
	Meeting closed at 10pm

Signed:

Date: