

FRIENDS OF PRIORY FIELDS

MINUTES OF COMMITTEE MEETING ON 12 MAY 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)	

1.	APOLOGIES FOR ABSENCE
	Derek Wybrow, Peter Athey and Chris Saltmarsh's absence was noted and accepted.
2.	MINUTES & MATTERS ARISING
	The minutes for the Committee meeting held on 14 April 2011 were approved and signed by the Chairman.
3.	LIAISON MEETING WITH PARISH COUNCIL ON 3 MAY 2011
3.1	Bridge Safety
	It was noted that the non-slip paint has been applied and the bridge is now open again. It was agreed that the bridge should be reassessed during the next working party to ensure that no health and safety issues have arisen following the removal of the chicken wire. The PC have informed the Committee that they are changing their insurers and that new agents (MILA not ROSPA) will be conducting a safety inspection of the Fields on the afternoon of 16 May. ¹
	WORKING PARTY TO ASSESS ANY H&S ISSUES ON BRIDGE
3.2	Field Inspections
	Nothing to report.
3.3	Dog Fouling
	It was noted that there has been an improvement in the amount of dog mess left on the Fields and it was agreed that the 'Pick up Your Dog Mess' notices should be changed to 'Thank You' notices.
	IAN READ TO ALTER NOTICES
3.4	Priory Arch
	It was noted that Chris Saltmarsh is contacting Bakers of Danbury regarding organising a full damage/repair inspection.
	CHRIS SALTMARSH TO PROGRESS
3.5	Picnic Benches
	The benches have been re-stained but another coat will need to be applied before winter

¹ After the meeting it was discovered that Mila was not a company name but the Christian name of a representative of ROSPA.

	<p>and the feet stood in preservative.</p> <p>WORKING PARTY TO APPLY PRESERVATIVE</p> <p>It was noted that the Ted Savill bench is loose.</p> <p>JOHN BISHOP TO ASK CHRIS SALTMARSH TO CONTACT THE PEOPLE RESPONSIBLE FOR MAINTAINING THE BENCH.</p>
3.6	<p>Easter Sports Programme</p> <p>The events on the Fields were so successful that Chelmsford Borough Council has asked if the Committee would get involved in the Summer programme. It was agreed that, in principle, the Committee would be happy to do so. The idea of mowing a grass maze was discussed.</p>
3.7	<p>Land Trust</p> <p>The PC has arranged a meeting for Wednesday 18 May to discuss the Land Trust and will send Albert Mair, Lucy Brett and Chris Saltmarsh, who may be the PC's appointed Trustees, to attend on its behalf. Following discussion, it was agreed that Linden Rosam, John Bishop and Peter Nightingale would be the Committee's appointed Trustees and they should also attend the meeting. Brian Underwood will also attend. It was agreed that the Committee would wish to see the Trust having its own insurance arrangements, independent from those of the PC. It was also agreed that the question of the management of the Monument Field and the football pitch should be discussed at the meeting.²</p> <p>LINDEN ROSAM, JOHN BISHOP AND PETER NIGHTINGALE TO ATTEND MEETING</p>
3.8	<p>Hay Crop</p> <p>At the PC meeting on 3 May the decision as to who should be asked to cut the hay crop was discussed. The PC delayed their decision until Tuesday 17 May to allow the Committee's preferred contractor, Simon Hollington, to submit the necessary Health and Safety documentation.</p> <p>GEOFFREY WORICKER TO CONTACT SIMON HOLLINGTON TO ENSURE HE HAS SENT THE NECESSARY DOCUMENTATION TO THE PC</p>
3.9	<p>Football Field Entrance</p> <p>There is to be a meeting on Saturday 14 May on the football field at which a decision will be taken as to what needs to be done. It was agreed that two Committee members attend and that the new entrance be wide enough for grass cutting equipment to use so that the contractor will no longer need to cross the Fields. It was also agreed that the PC's plans regarding the ditch should take into account the fact that the water from the ditch runs into the Fields.</p> <p>JOHN BISHOP AND IAN READ TO ATTEND THE MEETING</p>
	<p>GORDON FLOOD LEFT THE MEETING</p>
3.10	<p>Annual Parish Assembly</p> <p>The Committee's stand at the Assembly attracted some potential new volunteers for the working parties. Following a suggestion, it was agreed that the Committee investigate obtaining approximately 5 traditional English fruit trees to be planted in the north-east corner of the West Meadow.</p> <p>PETER NIGHTINGALE TO CONSIDER WHICH FRUITS AND VARIETIES TO PLANT</p>

² After the meeting it was clarified by the PC that the meeting on 18 May is to be the regular PC/FoPF liaison meeting although Brian Underwood will attend the meeting and the Land Trust will be discussed.

	LINDEN ROSAM TO INVESTIGATE POTENTIAL FUNDING FOR THE ORCHARD
4.	TREASURERS REPORT/BUDGET ITEMS
	It was noted that Committee will be responsible for half the cost of establishing the Trust and that the full cost will be approximately £1500.
5.	ENVIRONMENTAL STEWARDSHIP REPORT
	Nothing to report. The RPA is still processing the application for registration.
6.	WEBSITE
	Work to improve the website is ongoing. It was noted that there are still difficulties with self-editing various pages though Elliott Reeve has agreed to make the changes where the Committee cannot.
7.	WORKING PARTIES
	The next working party will be mainly grass cutting.
	After discussion it was agreed that, on balance, erecting a litter bin near the picnic benches would probably not improve the amount of litter dropped on the Fields but that the situation be monitored.
8.	EVENTS AND ACTIVITIES
8.1	Festival and Country Show
	The Priory Acres Group has now set a date for the Country Show (previously referred to as the "Fayre") of 17 September 2011. There is a meeting scheduled for Monday 16 May at which the Committee's involvement will be discussed. JOHN BISHOP AND IAN READ TO ATTEND
8.2	Bygone Years' Fete
	It was noted that Linden Rosam is no longer available to help. It was agreed that the Scout tent would be used but, due to its size, the organising committee should be contacted with an offer to share the tent. GEOFFREY WORICKER TO CONTACT ORGANISERS
9.	PUBLICITY/GREEN FLAG AWARD
9.1	In Touch Magazine
	It was agreed that June entry should include details of the Bygone Years Fete and Country Show together with a thank you to dog walkers for picking up dog mess and a reminder to users not to drop their litter. JULIE NORMAN TO PRODUCE DRAFT ARTICLE
9.2	The Journal
	It was agreed that the June entry focus on the conservation haycut with photos from previous years. JULIE NORMAN TO PRODUCE DRAFT ARTICLE

9.3	Green Flag Award
	After discussion it was agreed that following the request from the Green Flag organisation, the Committee would request a 'pennant' sized flag should its application be successful.
	There was a suggestion that the Committee commission an aerial photograph of the Fields for promotional material. It was agreed that this be reconsidered at a later meeting once a decision had been taken on what promotional material would be desirable and relevant costings had been undertaken.
10.	NEWS ITEMS
	The artist's impression sketches provided by the Maldon Archaeological and History Group were presented to the meeting. It was noted that Brian Riley at MAHG was available on Saturday 21 May to conduct a site visit but would need assistance getting his equipment to the Monument Field. GEOFFREY WORICKER AND JOHN BISHOP TO LIAISE WITH BRIAN RILEY AND ATTEND THE SITE VISIT
	It was agreed that a £25 voucher be offered as a prize for the Junior section of the photographic competition. It was suggested that the competition be publicised to the local Scout groups.
11.	NEXT MEETING
	The next main Committee meeting will be on 9 June 2011.
	Meeting closed at 10.20pm

Signed:

Date: