

Priory Fields Management Committee

Minutes of the meeting held on 11th September 2012 at 8pm

Present: Albert Mair (AM); Bob Webster (BW) ; Chris Saltmarsh (CS); Ian Read (IR); Linden Rosam (LR); John Bishop (JB)

1. It was reported that this committee has been accepted by the Parish Council at their meeting on 4 September 2012.
2. Priory Fields committee will change their financial year to run from 1st April to 31st March for the next financial year; this year will be a shorter financial year running from 1st September 2012 to 31st March 2013.
3. Priory Fields committee will also change their AGM to an appropriate date, in line with the new financial year end.
4. Priory Field committee will also change their annual management planning to coincide with the above mentioned dates.
5. CS suggested that this committee review the Fields Management Plan from time to time and even use it as a basis for future meetings of this committee.
6. Preparations for the hay cut were discussed including attendance by members of PF committee and signage.
7. The minutes of the meeting held on 10th July 2012 were agreed by those present and signed by CS.
8. CS reported that he had made contact with Simon Woods re the arch inspection.
9. The "Terms" of this management committee were agreed by the Parish Council, however it was agreed by all present that they be renamed "Terms of Reference". **LR to distribute**
10. JB reported that it was intended to produce a new information board about the slabs that mark the extent of the priory and suggested talking to Rod Brown about artwork for the new board and Brian Riley of Maldon Archaeological Society (MAS). It may be possible to gain some sponsorship for the new board and there was some discussion as to what information might be on it.
11. It was also noted that the information board is fading a bit and may need replacing at some future time.
12. MAS are still endeavouring to find the extent of the Priory and appear to be happy to continue for the time being. It was suggested that we make a donation to them for all the work they have done (and are doing). We could perhaps look at their website for information on making donations. **IR to investigate.**

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13. RX1: JB and CS to meet up and complete the form online. Also to include the PC letter of support. **Action: JB, CS.**
14. Deed of Covenant to be done by the Parish Council. CS will set the ball rolling and it is anticipated that legal advice will be required at some stage.
15. Events: Scouts have a joggathon on the fields on 22nd September.
16. The PC had asked if the PF working parties would clear the ditch alongside the football field and after some discussion it was agreed that £400 would be an appropriate fee and would be put to the next PC meeting.
17. Picnic Benches: 2 new benches are being provided for the Fields by the PC.
18. Brown Sign: CS will make contact with the appropriate persons and try to arrange a visit to discuss further.
19. Next meeting will be 11 December at 8pm.
20. The meeting closed at 9.20 pm.