

## FRIENDS OF PRIORY FIELDS

### MINUTES OF COMMITTEE MEETING ON 11 AUGUST 2011

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

1.	<b>APOLOGIES FOR ABSENCE</b>
	Peter Athey's absence was noted and accepted.
2.	<b>MINUTES &amp; MATTERS ARISING</b>
	The minutes for the Committee meeting held on 11 June 2011 were approved and signed by the Chairman.
	The meeting on 14 July was abandoned as it was inquorate. No minutes were taken.
	Item 10.2 – it was confirmed that the Parish Council (PC) has sent out letters to the relevant householders requiring them to cease accessing the Monument Field through their gardens.
3.	<b>PARISH COUNCIL ISSUES</b>
3.1	<b>Priory Arch</b>
	Bakers of Danbury have agreed to conduct a short inspection and report to determine what works might be necessary for £100. It has been proposed that the PC share the cost of this with the Committee and it will take a decision on that at its meeting on 13 September 2011.
3.2	<b>Summer Sports Programme</b>
	Members of the Committee conducted a leaf hunt activity for participants on 1 August and a butterfly hunt on 5 August. Both events were very successful with approx. 70 to 100 participants each day, mainly aged between 7 and 9 years' old.
3.3	<b>Football Field Entrance</b>
	It was noted that the work to the entrance (not the ditch) was due to commence within the next few days. The ditch work is still being addressed by the Committee and the PC as a separate piece of work. <b>CHRIS SALTMARSH AND JOHN BISHOP TO REVIEW THE POTENTIAL WORK TO THE DITCH PRIOR TO THE PC MEETING ON 13 SEPTEMBER</b>
3.4	<b>Land Trust</b>
	The letter received from the PC Clerk dated 11 July was discussed. In particular concerns were raised regarding: (a) the implication in the letter that the decision to enter into the Land Trust with the Committee was to be retaken by the PC; and (b) that the PC is planning to engage solicitors from Surrey. Committee members were keen to raise these issues with the PC at the PC meeting on 13 September providing they could do so (i.e. that the Land Trust discussions would not take place in the 'closed' part of the PC meeting. It was agreed that if this appeared to be the case that the Chair would raise the Committee's concerns with the PC Chair before the PC meeting.

	<b>JOHN BISHOP TO REVIEW THE AGENDA FOR THE PC MEETING AND CALL THE PC CHAIR TO DISCUSS THE LAND TRUST AND THE COMMITTEE'S CONCERNS, IF NECESSARY</b>
3.5	<b>Hay Crop</b>
	It was noted that, despite Committee Members meeting with the PC's contractor prior to the hay being cut he failed to take account of the requirements of the Committee which had been accepted by the PC and communicated by email to the contractor. As a result specific requirements of a conservation haycut were not met including (a) maintaining wildlife refuges at field edges; (b) avoiding newly planted young trees; and (c) avoiding badger set entrances. It was agreed that the Committee Chair voice the Committee's disappointment and frustration to the PC. <b>JOHN BISHOP TO CALL THE PC CHAIR TO DISCUSS WAYS OF AVOIDING THE SAME PROBLEM NEXT YEAR</b>
4.	<b>TREASURERS REPORT/BUDGET ITEMS</b>
	The report for June and July 2011 was presented to the meeting. It was agreed that a separate allocation be made for website maintenance and development for 2012. It was noted that 2012 budgets will be set at the September meeting. <b>LINDEN ROSAM TO CIRCULATE BUDGET PROPOSAL</b>
5.	<b>ENVIRONMENTAL STEWARDSHIP REPORT</b>
	The Fields are now registered with the RPA. Peter Nightingale explained that the monetary award is based on a points system for individual items subject to a maximum of £30 per hectare p.a. (£300). For example, for maintaining open grassland, 30 points per hectare is awarded; 22 points per metre is awarded for maintaining double sided hedgerows. It was noted that the maximum would easily be achieved. It was agreed that to meet the requirements of the programme it would be useful to get the PC to support the application (e.g. where there are restrictions on spraying pesticides/fertilisers/weedkillers etc). <b>PETER NIGHTINGALE TO CONTINUE TO INVESTIGATE APPLICATION</b> <b>JOHN BISHOP TO SPEAK TO THE PC CHAIR TO INVESTIGATE SETTING UP QUARTERLY LIAISON MEETINGS AGAIN AT WHICH THIS SORT OF MATTER CAN BE RAISED</b>
6.	<b>WEBSITE</b>
	After discussing ongoing work to the website it was agreed that Ian Read be given authority to spend up to £30 to engage Elliott Reeve in removing the Borough Council and County Council logos from the site and replacing them with the Green Flag logo. <b>IAN READ TO CONTACT ELLIOTT REEVE</b>
7.	<b>WORKING PARTIES &amp; FIELD INSPECTIONS</b>
	Clear ditch from entrance southwards towards the stream.
	Investigate which way the concrete pipe which runs down the side of the school flows (CS may have plans to assist).
	Grass cutting.
	Investigate undergrowth in stream (left hand side of the bridge).
	Divert the footpath away from the tree with dead branches.

	<p>The inspections have raised the problem of clearing the dog mess bags from the (standard) litter bins. It was noted that the normal litter picker is a minor and is not allowed to handle faecal waste. It was also noted that the problem is exacerbated by the fact it is the school holidays and more children are doing the dog walking. It was agreed that a sign be erected by the litter bins asking dog walkers not to place dog mess bags in the normal litter bins.</p> <p><b>[ WHO?] TO ERECT NOTICES</b></p>
<b>8.</b>	<b>EVENTS AND ACTIVITIES</b>
<b>8.1</b>	<b>Festival and Country Show (17 September)</b>
	<p>It was noted that due to the late notice of the date and arrangements that the Committee has been unable to engage many activities or stall holders. An owl handler and a hog roast has been booked.</p> <p><b>LINDEN ROSAM TO INVESTIGATE THE TENTATIVE BOOKING MADE FOR THE DOG AGILITY GROUP</b></p> <p>Following discussion it was agreed that the purchase of a tent/gazebo for the Committee should be investigated. It is no longer possible to borrow one that had been available previously and the Scout Tent which is often used may not always be available either.</p>
<b>9.</b>	<b>PUBLICITY/GREEN FLAG AWARD</b>
<b>9.1</b>	<b>In Touch Magazine</b>
	Julie Norman has drafted articles publicising the Green Flag award.
<b>9.2</b>	<b>The Journal</b>
	Julie Norman has drafted articles publicising the Green Flag award.
<b>9.3</b>	<b>Green Flag Award</b>
	The award has been made and the Pennant placed in the notice board.
<b>9.4</b>	<b>AGM</b>
	The AGM is to be held on 27 October and Richard Wallace will be the guest speaker.
<b>10.</b>	<b>NEWS ITEMS</b>
<b>10.1</b>	<p>A request has been made to hold a wedding reception on the Fields by the daughter of a villager who, for many years, was a campaigner for maintenance of and public access to The Arch. It was agreed that, in principle, it was a lovely idea but that the problems of insurance, precedent and H&amp;S issues may prove to be considerable.</p> <p><b>JOHN BISHOP TO INVESTIGATE</b></p>
<b>11.</b>	<b>NEXT MEETING</b>
	The next main Committee meeting was proposed to be changed to 15 September, subject to confirmation of availability.
	Meeting closed at 10.00pm

Signed: .....

Date: .....