

**FRIENDS OF PRIORY FIELDS**

**MINUTES OF COMMITTEE MEETING ON 9 JUNE 2011**

Present:                      John Bishop (Chairman)                      Chris Saltmarsh  
                                     Ian Read (Vice Chairman)  
                                     Peter Athey  
                                     Peter Nightingale  
                                     Kate Hardingham (Secretary)

<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b>
	Linden Rosam, Bob and Julie Norman and Gordon Flood's absence was noted and accepted.
<b>2.</b>	<b>MINUTES &amp; MATTERS ARISING</b>
	The minutes for the Committee meeting held on 12 May 2011 were approved and signed by the Chairman.
	Peter Athey reiterated his interest in being nominated by the Committee as a Trustee to the Land Trust.
<b>3.</b>	<b>LIAISON MEETINGS WITH PARISH COUNCIL ON 3 MAY 2011 &amp; MEETING OF 7 JUNE 2011</b>
<b>3.1</b>	<b>Bridge Safety</b>
	Nothing to report.
<b>3.2</b>	<b>Field Inspections</b>
	Nothing to report.
<b>3.3</b>	<b>Dog Fouling</b>
	Nothing to report.
<b>3.4</b>	<b>Priory Arch</b>
	It was agreed that Bakers of Danbury be asked to inspect the Arch to determine whether any maintenance work is required. It was acknowledged that such an inspection could itself be costly. It was agreed that the Parish Council (PC) be approached to see if they would share the cost of the report. <b>CHRIS SALTMARSH TO CONTACT BAKERS OF DANBURY AND THE COUNCIL</b>
<b>3.5</b>	<b>Picnic Benches</b>
	It was agreed that c10litres of preservative be purchased for the picnic benches. <b>PETER NIGHTINGALE TO PURCHASE THE PRESERVATIVE AND ADD TO WORKING PARTY JOBLIST.</b> Following a request, it was agreed that the Friends of Priory Fields will undertake general maintenance of the Ted Saville bench.
<b>3.6</b>	<b>Summer Sports Programme</b>
	The Borough Council plans to run three sports-based days on the Priory Playing Fields and has asked the Committee to take part in one. It was agreed that the Committee would assist with the nature trail event on 22 August 2011.

	<b>DECISION REQUIRED AT THE JULY MEETING REGARDING WHICH COMMITTEE MEMBERS WILL ATTEND.</b>
3.7	<b>Land Trust</b>
	It was noted that the newly elected Parish Councillors would like to meet with some of the Committee in order to learn more about the Fields and the formation of the Land Trust. This meeting is due to be held during the week commencing 13 June. <b>JOHN BISHOP TO NOTIFY MEMBERS OF THE MEETING DATE WHEN ARRANGED AND ORGANISE ATTENDEES</b>
3.8	<b>Hay Crop</b>
	Following the discovery of Pepper Saxifrage in various locations around the Fields it was agreed that those locations be fenced off to prevent the plant from being cut in the haycrop. In addition the silver birches also need to be flagged/fenced to prevent damage. <b>PETER NIGHTINGALE TO ARRANGE FOR THE FENCING TO BE PUT UP</b>
3.9	<b>Football Fields Entrance</b>
	It was noted that the PC's contractor had quoted for the ditch work separately and to undertake the entrance work soon. The ditch work will be delayed until later in the year.
3.10	<b>Insurance</b>
	It was noted that a copy of the new insurance certificate must be displayed on the garage.
4.	<b>TREASURERS REPORT/BUDGET ITEMS</b>
	The report for May 2011 was presented to the meeting.
5.	<b>ENVIRONMENTAL STEWARDSHIP REPORT</b>
	John Bishop has chased the application but heard nothing in response.
6.	<b>WEBSITE</b>
	Work to improve the website is ongoing. It was noted that Elliott Reeve has seemed to lose interest in finalising the required changes and that he should be chased to provide another estimate of costs. A few updates to the website were discussed and agreed. <b>IAN READ TO CONTACT ELLIOTT REEVE</b>
7.	<b>WORKING PARTIES</b>
	Erect fencing around new entrance to the west water meadow.
	Concrete in the first post for the wire fencing along the boundary with the football field.
	Investigate ditch and cut the scrub out.
	Review removal of fence around old entrance save where the garage is.
	Stake out Pepper Saxifrage and Silver Birches (see Item 3.8).
	Assist the MAHG with equipment (see Item 10)
	The PC has provided a litter bin for the picnic area. Location to be decided at the working party.
	Place the picnic bench feet in cans of wood preserver.

8.	<b>EVENTS AND ACTIVITIES</b>
8.1	<b>Bygone Years' Fete (11 June)</b> Peter Athey to attend the Fete on the day and take some tabards and the artefacts from the bridge works. Peter Nightingale, Ian Read and John Bishop to set up the night before. <b>JOHN BISHOP TO CONTACT ORGANISERS REGARDING POWER IN THE TENT</b>
	PETER ATHEY LEFT THE MEETING
8.2	<b>Festival and Country Show (17 September)</b> The Priory Acres Group is progressing plans for the Show. The PA committee is doing the bulk of the organising and the FPF Committee will get a share of the profits – to be decided once all events and activities have been finalised – to reflect the relative contributions made. <b>JULIE NORMAN AND LINDEN ROSAM TO ORGANISE ACTIVITIES FOR THE FIELDS AS PER PREVIOUS MEETINGS (see events planner).</b> <b>JOHN BISHOP TO CONTACT PRIORY ACRES TO ENSURE THE FIELDS ARE REFERRED TO IN PUBLICITY MATERIAL</b> <b>JOHN BISHOP TO CONTACT A BIRD-BOX MAKE WHO RUNS EVENTS WITH CHILDREN</b>
9.	<b>PUBLICITY/GREEN FLAG AWARD</b>
9.1	<b>In Touch Magazine</b> No articles will be produced due to Julie Norman's absence on holiday.
9.2	<b>The Journal</b> No articles will be produced due to Julie Norman's absence on holiday.
9.3	<b>Green Flag Award</b> The Field inspection went well but there has been no response yet.
9.4	<b>Aerial Photograph</b> There was a suggestion that the PC may wish to share the cost of commissioning a photography package if the photographs were of the Fields AND the parish. The company "Commissionair" was recommended. It was noted that the hay would hide any topographical details and so any photograph would be best taken when the hay is just cut. <b>JOHN BISHOP TO CONTACT COMMISSIONAIR TO INVESTIGATE PRICES AND TIMING.</b>
10.	<b>NEWS ITEMS</b>
10.1	The artist's impression sketches provided by the Maldon Archaeological and History Group (MAHG) 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. <b>GEOFFREY WORICKER AND JOHN BISHOP TO LIAISE WITH BRIAN RILEY AND ATTEND THE SITE VISIT</b>
10.2	Following a walk-round on the Fields by the newly elected Parish Councillors, the PC will send a letter to the Residents' Committee of the householders who are continuing to cut the grass in the Monument Field at the rear of their gardens.

10.3	The results from the last ground-testing conducted by the MAHG were not conclusive as the ground was too dry. Another site visit is planned for 11 June. Copies of maps used by the MAHG are those from the original English Heritage application (c1932). They show the original demarcation of the ancient monument site extending into the scrub land, owned by Tony Chambers, behind the Arch. The implications of this were discussed.
11.	<b>NEXT MEETING</b>
	The next main Committee meeting will be on 14 July 2011. The Vice Chairman will Chair that meeting in the Chairman's absence.
	Meeting closed at 9.30pm

Signed: .....

Date: .....