



**Draft Meeting minutes of the
Boughton Fen Committee
Date: 3rd July 2014
All Saints Church, Boughton**

1 Apologies

1.1 Kevin Fisher

1A Minutes BFC meeting 12th February 2014

1A.1 Committee agreed that minutes of last meeting be signed as a true record

2 Matters Arising/Action List from Meeting of 12th February 2014

2.1 BFC reviewed action list, updates appended to these minutes.

Action 204 – All BFC members to report back to committee re status of their action points either when complete or to provide an update not later than one week before the following BFC meeting (whichever is the sooner).

3 Financial report

3.1 AF presented status of accounts

4 Budgets 2013/2014 and 2014/2015

4.1 Budget 2014/2015 – MP presented budget.

5 Winter Work

5.1 We need more potential contractors.

Action 205 – All to look for potential contractors.

Action 206 – MP to invite E.A. for discussions re possible bank works

Action 207 – MP to invite BfB for discussions re reed cutting + disposal

Action 208 – MP to invite contractor(s) to quote for winter work.

6 Management Plan

Action 209 – Update main part of management plan (excluding appendices). Refer to KF re reason for blank pages and inclusion of appendices.

6 Walk Opening Ceremony & CPRE Walk

6.1 A great success!

- 6.2 Learning points:
Smaller groups
“spread” BFC members amongst the group
- 7 A.O.B. / Open Forum
- 7.1 Path Cutting
Investigate cost of “better class” mower
Action 210 – DC/PS to investigate options and prices + make recommendation.
Action 211 – FR to investigate storage options
- 7.2 Minute Secretary
Action 212 – All to approach potential volunteers
- 7.3 Cost of using church
Action 213 – BFC to donate £30 for the last year.

ACTION LIST STATUS (CHRONOLOGICAL)

177	AF+DC	Source oak for plaque	25.01.13	asap	Ongoing
182	A+A	Drill water relief holes in interpretation boards	25.02.13	asap	Ongoing
184	MP	Revise cheque signatories	20.08.13	asap	Ongoing
193	MP	Prepare budget for 2014-15	12.02.14	30.04.14	Complete
194	AH+MP	Monitor Bank Works	12.02.14	Ongoing	Ongoing
195	MP	Maintain dialogue with E.A. re future work	12.02.14	30.06.14	Ongoing
196	MP	Purchase timber for seats	12.02.14	28.02.14	Complete
197	AH	Provide plan for 2014-2015 winter work	12.02.14	31.05.14	Complete
198	AH	Look at Management Plan and advise on how to update	12.02.14	31.05.14	Complete
199	All	Put forward ideas for website content	12.02.14	31.05.14	Ongoing
200	AH	Continue discussion with H&OT re	12.02.14	31.05.14	Complete

		possible purchase of Oxborough Broad (JV with H&OT)			
201	FR+AF	Organise opening ceremony and inform committee	12.02.14	30.04.14	Complete
202	MP	Liaise with CPRE and arrange visit	12.02.14	31.03.14	Complete
203	MP	Liaise with NE re substituting fencing and grazing with cutting and mowing	12.02.14	30.04.14	Ongoing
204	All	Report on action points prior to the following committee meeting	03.07.14	Immediate	New
205	All	Identify contractors to compete for our winter work	03.07.14	Urgent	New
206	MP	Invite E.A. for discussions re possible bank works	03.07.14	Urgent	New
207	MP	Invite BfB for discussions re reed cutting + disposal	03.07.14	Urgent	New
208	MP	Invite contractor(s) to quote for winter work	03.07.14	Asap after action 205 complete	New
209	AH	Update main part of management plan (excluding appendices). Refer to KF re reason for blank pages and inclusion of appendices.	03.07.14	30.10.14	New
210	DC+PS	Investigate options and prices for equipment and make recommendation	03.07.14	30.09.14	New
211	FR	Investigate storage options re action point 210	03.07.14	30.09.14	New
212	All	Approach potential 'volunteers' for Minute Secretary	03.07.14	31.08.14	New
213	AF	BFC to donate #30 to church to cover the last years meetings	03.07.14	31.08.14	New

ACTION LIST STATUS BY BFC MEMBER (EXCLUDING COMPLETED ITEMS)

ALL

199	All	Put forward ideas for website content	12.02.14	31.05.14	Ongoing
204	All	Report on action points prior to the following committee meeting	03.07.14	Immediate	New
205	All	Identify contractors to compete for our winter work	03.07.14	Urgent	New
212	All	Approach potential 'volunteers' for Minute Secretary	03.07.14	31.08.14	New

MARK POGMORE

184		Revise cheque signatories	20.08.13	asap	Ongoing
194	(+AH)	Monitor Bank Works	12.02.14	Ongoing	Ongoing
195		Maintain dialogue with E.A. re future work	12.02.14	30.06.14	Ongoing
203		Liase with NE re substituting fencing and grazing with cutting and mowing	12.02.14	30.04.14	Ongoing
206		Invite E.A. for discussions re possible bank works	03.07.14	Urgent	New
207		Invite BfB for discussions re reed cutting + disposal	03.07.14	Urgent	New
208		Invite contractor(s) to quote for winter work	03.07.14	Asap after action 205	New

FRANK REID

211		Investigate storage options re action point 210	03.07.14	30.09.14	New
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ANGELA FAHETY

213		BFC to donate £30 to church to cover Last years meetings.	03.07.14	31.07.14	New
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DAVID COOPER

210	(+PS)	Investigate options and prices for equipment and make recommendation	03.07.14	30.09.14	New
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PAUL SMITH

210	(+DC)	Investigate options and prices for equipment and make recommendation	03.07.14	30.09.14	New
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ALLAN HALE

194	(+MP)	Monitor Bank Works	12.02.14	Ongoing	Ongoing
209		Update main part of management plan (excluding appendices). Refer to KF re reason for blank pages and inclusion of appendices.	03.07.14	30.10.14	New