



minutes

**Meeting Minutes of the
Boughton Fen Committee
Date: 11th February 2009
Location: 'Winward', Boughton**

1 Present

Mark Pogmore (MP) – Chair
Frank Reid (FR)
Angela Faherty (AF)
Allan Hale (AH)
Kevin Fisher (KF)
David Cooper (DC)

2 Apologies

2.1 None

3 Matters Arising/Action List from Meeting of 5th November 2008

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

4 HLS Agreement

4.1 Entry into HLS confirmed 1st August 2008. Paperwork completed and signed off.

4.2 Management Plan

4.2.1 Complete and forwarded to NE for final comment/approval.

4.3 Budgeting and Financial Arrangements

4.3.1 AF tabled latest Financial Report.

4.3.2 ~ £1500 planned expenditure for engaging Contractors (Scrub Clearance).

4.3.3 Audit Commission fees must be paid, this is ~ £80/annum (x2) and will be deducted from the second payment due to the BFC from the Parish Council.

4.3.4 2009/2010 Budget needs to be decided in accordance with our Management Plan.

Action 90: MP to forward Environmental Stewardship Agreement to KJF for



minutes

scanning and circulation. This should be used as an aid to identify income from NE to help determine budget.

Action 91: All to think about budget requirements and set up a 'Budget Meeting' to formally discuss.

4.4 Common Land Access

4.4.1 MP has downloaded forms for fencing part of The Fen (Common Land Access) and has information on the process from Natural England / Planning Inspectorate. BFC has already gone down part of the suggested route through identification of grazing rights holders. Need to get 'The Open Spaces Society' on-board, MP has made initial contact. Propose to give OSS a copy of Management Plan, Newsletter and Open Day presentation to demonstrate progress to date.

Action 92: MP to arrange meeting with the OSS and invite BFC members as appropriate.

4.4.2 Stock fencing received from Mike Bushby and this is currently stored in Geoff Proctor barn.

4.5 Grazing

4.5.1 When fencing has been erected we will revisit the best options available.

5 Working Party – 22nd February

5.1 Plan established for next party - continue stump removal on main entrance, install benches, trim willows and sallow, DIY hedging and Blackthorn clearance etc.

6 Contractor Scrub Clearance

6.1 Lee Roberts, new Contractor engaged by BFC for imminent scrub clearance.

Action 93: AH to contact Lee for suitable commencement date of scrub clearance. Current ground conditions not conducive to good progress.

6.2 From lessons learned, we need to be thinking about re-engaging Contractors in September. Quotes to be obtained, ideally by mid-year.

7 Contractor Reed Cutting

7.1 AH has identified a reed cutter, Jed Andrews, and a competitive verbal price has been given. A team will be required to rake the cuttings and we will need to look



minutes

at disposal. This is a very labour intensive activity. This work can commence from mid-September.

8 Working Parties

- 8.1.1 Future Large Parties – Nothing specifically identified although would like to perform one in March, some specific unavailability within BFC on varying dates so date to be selected i.a.w. weather – just go for it.
- 8.1.2 Future Small Parties – Tim Madgwick wants to help on the smaller working party activities.

9 Future Events

- 9.1 Moths and Dragon-flies July 2009 – Alan Livingstone will do 'free' presentation
- 9.2 Quiz – AH continues to work on developing quiz
- 9.3 Dawn Chorus – 10th May 2009, 04:30am

10 Interested Groups and Individuals

- 10.1 Norfolk Wildlife Trust invite to a County Wildlife Site seminar and workshop in Norwich on March 7th. Advise Mark if interested in attending.
- 10.2 All interested groups and individuals are welcome to help with The Fen working parties and will be communicated to/invited as appropriate.

11 Other Sources of Funding

- 11.1 Nothing specific to report.

12 Neighbours

- 12.1 Problem along Stringsides Drain with dog fouling. Signs have been erected to try and 'shame' people into being more responsible. Will continue to monitor.

13 Visits to Similar Areas

- 13.1 Nothing specific to report.

14 AOB

- 14.1 Offer of a 'contribution' of £120 from EA through Smiths Gore for placing Dipwells on The Fen.

Action 94: MP to discuss further with them.



minutes

14.2 How to keep Stringside Drain vegetation down throughout spring and summer?

Action 95: FR to contact Internal Drainage Board to discuss

15 Next Meeting

15.1 The next meeting date is 'To Be Confirmed'.

Action 96: MP to propose dates by e:mail, (plus 'Budget' meeting date)

minutes



ACTION LIST STATUS

No:	Name	Action description	Date of Action	To be completed by	Comments
6	AH	to develop a draft Management Plan	24/10/07	31/01/08	Complete – Sent to NE and await their approval
7	MP	to progress resolution of the council drain problem	24/10/07	5/12/07	On-Going – Remedial works undertaken by Highways but repair not effective. NE continue to pursue on our behalf
34	KJF	to pursue the mechanism for DEFRA application for the fencing of Common Land.	30/01/08	02/03/08	Complete
57	AF	to pursue the idea of ‘blessing The Fen’	30/04/08	30/12/09	On-Going
65	AH	to look at developing a quiz as a future fund raising event	08/07/08	31/07/08	On-going
67	MP	to pursue options regarding sheep grazing on The Fen	08/07/08	31/08/08	On-hold until fencing issue resolved
70	AH	to identify potential sources, availability and cost for hedging to the western boundary of Highland Fen.	08/07/08	31/07/08	Closed – Cost too high, look to cultivating own
72	KF	to amend previous Draft Minutes and submit to BFC for agreement and final sign-off by Chairman	05/11/08	10/11/08	Complete
73	MP	to contact Ian Levitt (NE) to inform of our decision to reed cut and ask for advice on suitable	05/11/08	31/12/08	NE will fund reed cutting, need to sort Contractor

minutes

No:	Name	Action description	Date of Action	To be completed by	Comments
		contractors.			
74	AH	to update Management Plan following NE comments and issue to BFC for final agreement	05/11/08	31/12/08	Complete
75	All	to have thoughts on best options for closing Highland Fen Access to unwanted 'guests'. DC and FR will also take a look	05/11/08	31/12/08	On-going – Leave as is for moment
76	FR	to ask Geoff Proctor if stock fencing can be stored in his barn	05/11/08	10/11/08	Complete – fencing stored
76A	AF	to forward a copy of the BFC Financial Report to Parish Clerk after each meeting	05/11/08	On-going	On-going
77	AF/KF	to generate outline newsletter / leaflet and circulate for review	05/11/08	31/12/08	Complete – Newsletter distributed
78	MP	to obtain 3 quotes for a defined scope of work with the intention of engaging new Contractors at the earliest opportunity	05/11/08	30/11/08	Complete – 3 quotes unable to be obtained but best endeavours made to engage new contractor at competitive price
79	FR/DC	to scope the work for nettle cutting and advise BFC	05/11/08	30/11/08	Complete – Nettles have died off. Will look at cutting in spring
80	MP	to publicise future working party dates	05/11/08	30/11/08	Complete
80A	All	to meet before 'Working Parties' to agree strategy / work to be performed	05/11/08	31/03/08	Complete
81	AH	to advise date for next year's	05/11/08	30/11/08	Complete – 10 th May, 04:30am



minutes

No:	Name	Action description	Date of Action	To be completed by	Comments
		Dawn Chorus			
82	MP	to scan Alan Livingstone's dragon fly and moth report and circulate	05/11/08	30/11/08	Complete – Integrated in Management Plan
83	KF	to upload report to the website	05/11/08	30/11/08	On-going – MP will be uploaded when comments back from NE
84	AH	to measure the amount of hedging required on the western boundary of Highland Fen	05/11/08	30/11/08	Complete – 60m
85	MP	to pursue the requirement for a felling licence with NE	05/11/08	30/11/08	On-going
86	FR/DC	to determine good location for benches, source materials and do the work	05/11/08	30/11/08	Complete – Locations decided
87	All	to view the proposed route for creating a circular walk to assess viability	05/11/08	15/12/08	On-going
88	MP	to add Ian Levitt to distribution of all future minutes	05/11/08	30/11/08	Complete
90	MP	to forward Environmental Stewardship Agreement to KJF for scanning and circulation	11/02/09	28/02/09	New
91	All	to think about budget requirements and set up a 'Budget Meeting' to formally discuss	11/02/09	28/02/09	New
92	MP	MP to arrange meeting with the OSS and invite BFC members as appropriate.	11/02/09	28/02/09	New



minutes

No:	Name	Action description	Date of Action	To be completed by	Comments
93	AH	to contact scrub clearance Contractors for suitable commencement date of scrub clearance.	11/02/09	28/02/09	New
94	MP	to discuss with Smiths Gore the proposed 'rental' income for siting Dipwells on the Fen	11/02/09	28/02/09	New
95	FR	to contact the IDB to discuss arrangements for keeping vegetation down on stringside Drain throughout the year	11/02/09	28/02/09	New
96	MP	to propose 'Budget' meeting date and next BFC meeting date	11/02/09	28/02/09	New