



BOUGHTON FEN COMMITTEE MEETING MINUTES

HELD: 15TH JUNE 2016 AT 7:16PM

VENUE: ALL SAINTS, BOUGHTON

Present:	The Chairman	Cllr Mark Pogmore
	Members	Cllr David Cooper
		Cllr Ian Davis
		Angela Faherty
		Cllr Tom Roberts
		Paul Smith
	Parish Clerk	Carole Edwards
	Members of the public	1

1. Apologies for absence

There were no apologies.

2. Declarations of interest

There were no declarations of interest.

3. Minutes of meeting of 18th March 2016

Proposed by the Chairman, Cllr Pogmore

Seconded by Mr Smith

‘That the minutes of the Boughton Fen Committee meeting held on Friday, 18th March 2016 (pages 59 to 62) be accepted as a true and accurate record’

All members in favour.

4. Matters arising/actions from meeting of 18th March 2016

The action list was reviewed and updated (Appendix 1).

5. Financial report

This was covered in the annual meeting held immediately before this meeting. Members agreed to pay £30 to the Church for the use of the hall for committee meetings during 2015/2016.

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6. Budget – 2016/2017

Figures had been circulated to members previously (Appendix 2).

There is still money left from the Lloyds Bank award. There was a discussion about how best to utilise it and a suggestion was made to use part of the money to put up viewing screens. This will be considered in future meetings.

There is still money left for bank works. Currently Natural England do not want any work of this nature to be carried out.

Scrub clearance – There is £5,000 in the budget. The contractor is now able to take on more work than previously. The committee discussed what areas to tackle as part of a work programme. Working Parties deal with chopping down and keeping on top of re-growth. The area across the road from Highland Fen was identified as needing work and there are various other areas needing attention. Members agreed to consider this further when deciding on winter work.

It was agreed that it would be prudent to keep money aside in case of problems with the larger trees if there were to be high winds. There are also some old trees on the Green and members would like to consider organising a single survey covering all trees of concern. In the meantime, Cllr Davis will have a look at the trees both in full leaf and after the leaves have fallen and advise members of his findings.

7. Summer work

Summer work considered:

- Keeping the path open and cutting around posts
- Keep access points clear
- The contractor will be asked to cut the walk when needed
- Summer cutting in Highland and Lowland Fens

The Chairman, Cllr Pogmore and Cllr Cooper will have a look at the whole Fen area and make suggestions. They will let other committee members know when they plan to do this so that they can attend if they wish.

Cllr Cooper will try to sort out the dangling Willow branch on Kingfisher Bridge during the next few weeks. Angela Faherty and Cllr Davis offered to assist.

8. Autumn/Winter work and working parties

The main objective for working parties is to deal with re-growth. Areas need to be identified and the weather will be the major factor as far as timing is concerned. A programme for the Working Parties will be drawn up and sent out.

Three quotes were requested for scrub clearance last year. Only two contractors eventually quoted. Members agreed to retain the current contractor Carl Charters on a three year contract until July 2018.

MP



The committee had tried to obtain three quotes for reed cutting, but only one was received from Stephen Eyles. His work is considered to be excellent and he has the relevant expertise. Members agreed to retain his services for another year.

The Chairman, Cllr Pogmore and Cllr Cooper will speak to Stephen Eyles for advice about carrying out reed cutting in October before it gets too wet. Some winter reed cutting will also need to take place as usual. Advice from the Norfolk Wildlife Trust states that reed cutting should be done between 1st October and 28th February. In the past members have obtained advice from a bird expert if they have needed to cut outside of these dates.

The high ground area in Middle Fen needs to be investigated with regards to water control.

The Chairman, Cllr Pogmore and Cllr Cooper will put forward a suggested area for scrub clearance. They will draw up a map and send it to the committee by email.

Cllr Pogmore will approach the Environment Agency to ask for continuation of bank works.

Members discussed the possibility of using the wood chippings by Kingfisher Bridge to spread around and improve the soggy bank. They will ask Natural England for permission.

A safe platform is needed by the weir. Cllr Davis volunteered to build one at no cost with the help of a colleague. Cllr Cooper volunteered to help.

Date of next meeting

Next meeting dates are:



16th September 2016

9th December 2016

17th March 2017

The Chairman had received an email from wildlife author Richard Mabey congratulating the committee, which he will circulate.

The Chairman thanked everyone for attending and closed the meeting at 8.20pm.


 30/9/16



Appendix 1

ACTION LIST STATUS BY BOUGHTON FEN COMMITTEE MEMBER (EXCLUDING PAST COMPLETED ITEMS)

ALL

Number	Group	Action	Date rec'd	Complete by	
1	All	Decide on Fen summer work requirements	18.03.16		Complete

DAVID COOPER

Number	Group	Action	Date rec'd	Complete by	Status
1	DC & ID	Health and Safety documents review – complete updates and contractors' documents		Next meeting 16.09.16	Ongoing
2	DC & MP	Check Fen area and recommend summer work to the committee	15.06.16		New
3		Sort out the dangling Willow branch on Kingfisher Bridge	15.06.16		New
4	DC & MP	Suggest area for scrub clearance and send map to the committee	15.06.16		New

IAN DAVIS

Number	Group	Action	Date rec'd	Complete by	Status
1	DC & ID	Health and Safety documents review – chase contractors for their documents etc.		Next meeting 16.09.16	Ongoing
2		Advise the committee regarding the health of the old trees on the Green.	15.06.16	Winter	New
3		Build a platform by the weir	15.06.16		New

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ANGELA FAHERTY

Number	Group	Action	Date rec'd	Complete by	Status
1		Discuss village email list with Cllr Agate	18.03.16		Complete
2		Report on letter from Barclays Bank regarding the savings account	18.03.16		Complete

MARK POGMORE

Number	Group	Action	Date rec'd	Complete by	Status
1		Ask Natural England for their approval to run an additional path, 1.2m wide, parallel to the bank top along Stringside Drain for approximately 500m south from Otter Bridge to where the path descends from the bank top	18.03.16		Complete
2		Work records – Check work records to enable the recording of work carried out on the Fen over 2015-16 (use maps)	18.03.16		Complete
3		Update and circulate revised Budget 2015/2016 figures	18.03.16		Complete
4		Update and circulate revised Budget 2016/2017 figures	18.03.16		Complete
5	DC & MP	Check Fen area and recommend summer work to the committee	15.06.16		New
6	DC & MP	Suggest area for scrub clearance and send map to the committee	15.06.16		New
7		Draw up a programme for Working Parties	15.06.16		New

TOM ROBERTS

Number	Group	Action	Date rec'd	Complete by	Status
1		Deliver signatories form to Barclays Bank	18.03.16		Complete
2		Add Boughton Fen committee Membership to the next Boughton Parish Council meeting agenda	18.03.16		Complete
3		Visit Barclays Bank to chase up signatories form	15.06.16	Next meeting 16.09.16	New

MP



PAUL SMITH
No current actions.

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BOUGHTON FEN BUDGET FORECAST -2016/17 (to nearest £100)

Preliminary

Opening Balance	8300.00
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Income

HLS Agreement	4900.00
VAT Reclaim year ending 31/3/16	<u>500.00</u>
	13700.00

Liabilities to date

H & O Trust grasscutting (C/O from 2015-16)	<u>300.00</u>
	13400.00

Forecast ExpenditureLloyds Bank Award

Seats, viewing area and access works	700.00
Bank works	1000.00

Bankworks

Tree removal and bankraising	0.00
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HLS

Scrub Removal	5000.00
Reed and grass cutting	3000.00

Other

Wildlife Walk Cut	700.00
Audit Fee	100.00
Cutter Fuel, repairs and maintenance	200.00
Website, tools etc	<u>100.00</u>

<u>Balance</u>	£2600.00
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