



# minutes

**Meeting Minutes of the  
Boughton Fen Committee  
Date: 20<sup>th</sup> August 2013  
Location: All Saints' Church, Boughton**

## **Present**

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

## **1 Apologies**

1.1 Tim Madgwick (TM) – Tim has decided to stand-down from the BFC.

## **2 Matters Arising/Action List from Meeting of 25<sup>th</sup> January 2013**

2.1 The BFC thanked Frank Reid and Dave Horkan for their submission of Boughton Fen to the Community Bio Diversity Awards 2013.

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

## **3 Budgets and Financial Report**

3.1 AF presented status of accounts.

3.2 Budget 2013/2014 – Income this year will be mainly HLS payments. Exact work undertaken will be dependent on weather conditions.

3.3 BFC is now able to claim back VAT via the Parish Council.

**Action 183:** AF to work with Parish Clerk for recovery

3.4 As TM has resigned, he should be removed as an authorised signatory for BFC expenditure.

**Action 184:** AF to instigate removal of TM as an authorised signatory



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## 4 Publicity Leaflet / Website

### 4.1 Investigate costs of producing a publicity leaflet

**Action 185:** MP to investigate costs

BFC propose to have their own website. KJF explained the cost and volunteered to produce framework for discussion. AF agreed to fund the first year payment.

**Action 186:** Register domain name and produce website for review

## 5 Brown's Fen

### 5.1 This parcel of land adjacent to Middle Fen is for sale for a nominal £300K. Debate was made as to whether the BFC should approach Heritage Lottery Funding to purchase. This requires much further discussion but initial thoughts look promising.

**Action 187:** AH to circulate copy of Brown's Fen Management Plan

**Action 188:** MP and AH to continue initial research

## 6 Wildlife Walk Opening Day

### 6.1 BFC still wanted to mark the Wildlife Walk with an Opening Day. This could possibly be tied in with Rogation 2014 and/or Mrs Boldero to officially open.

**Action 189:** FR and AF to refine thoughts and propose 'event' format

## 7 EA Work

### 7.1 MP has passed a copy of the proposed EA work via email.

**Action 190:** MP to continue discussions with EA

## 8 Lloyd's Bank Community Fund

### 8.1 Submission has been made and Boughton Fen has made it to a local area shortlist of 4. We are guaranteed a minimum award of £300 but this could turn into £3000 depending on the outcome of a public vote.

## 9 Boughton Fen Wildlife Walk

### 9.1 Walk Maintenance - Any work during 2013/2014 will be co-ordinated by DC/MP as required.

### 9.2 Other maintenance – has been incorporated into programme of work.

## 10 Programme of Work 2013

### 10.1 AH has produced and circulated a 'Plan of Works'.

### 10.2 'Baling for Biodiversity' invite to visit Fen.

**Action 191:** AH to formally invite 'Baling for Biodiversity'.



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10.3 Community Payback – MP has contacted and the principle of using them is still available but we need to provide toilet facilities. PS proposed use of 'porta-loo and tent'.

**Action 192:** MP to contact Community Payback to see if this is a viable solution.

### 11 Budget

11.1 Covered under Item 3.

### 12 AOB

12.1 Nothing specific.



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## ACTION LIST STATUS

No:	Name	Action description	Date of Action	To be completed by	Comments
143	KJF	to arrange review of BFC Management Plan	25/02/11	31/12/13	On-going
147	FR	To contact NALC and take advice on whether the BFC is suitable for charitable trust status	25/02/11	30/12/13	On-going – Further discussion to be held within the PC to determine options and way forward
165	MP	to obtain reed cutter contact details from Geoff Proctor.	20/07/12	30/06/13	Closed – Alternative solution available
166	MP/TM	to commence plans and paperwork for fencing common land	20/07/12	30/06/13	On-going – TM to assist
167	MP	to arrange working party(ies) for log and glass clearance	20/07/12	30/08/12	On-going. Suggestion to bury the bottles
170	DC/MP	to publicise required assistance for Fen Walk maintenance with as much advance notice as possible.	19/10/12	As required	Closed
177	KF	to find some oak and mount the plaque.	25/01/13	30/03/13	On-going
180	AH	to revise programme of works in light of no support from CP	25/01/13	30/12/13	Closed
181	AH	to include installation of additional boardwalk in revised programme of works	25/01/13	30/12/13	Closed
182	AH	to include drilling of water relief	25/01/13	30/12/13	On-going

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No:	Name	Action description	Date of Action	To be completed by	Comments
		holes to signs in revised programme of works			
183	AF	to work with Parish Clerk for recovery of VAT	20/08/13	30/12/13	New
184	AF	to instigate removal of TM as an authorised signatory	20/08/13	30/12/13	New
185	MP	to investigate cost of producing a publicity leaflet	20/08/13	30/12/13	New
186	KJF	to register domain name and produce website for review	20/08/13	30/09/13	Closed – <a href="http://www.boughtonfen.org">www.boughtonfen.org</a> registered and website produced
187	AH	to circulate copy of Brown's Fen Management Plan	20/08/13	30/08/13	Closed
188	MP/AH	to continue initial research into Brown's Fen	20/08/13	30/09/13	New
189	FR/AF	to refine thoughts and propose 'event' format for Opening Ceremony	20/08/13	30/12/13	New
190	MP	to continue discussions with EA	20/08/13	30/09/13	New
191	AH	to formally invite 'Baling for Biodiversity' to the Fen	20/08/13	30/09/13	New
192	MP	to contact Community Payback to see if caravan type 'porta-loo' is a viable solution.	20/08/13	30/09/13	New