



minutes

**Meeting Minutes of the
Boughton Fen Committee
Date: 25th February 2011
Location: All Saints', Boughton**

1 Present

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

2 Apologies

2.1 AF

3 Matters Arising/Action List from Meeting of 14th April and 11th August 2010

- 3.1 BFC reviewed action list, updates appended to these minutes.
- 3.2 No Minutes from the 11th August 2010 meeting.
- 3.3 No matters arising.

4 Budgets and Financial Report

- 4.1 Year end Accounts Report required for AGM
- 4.2 The lottery application to the 'Community Wildlife' was unsuccessful but we have been invited to apply to the 'Awards for All' category. Will should know whether we have been successful within 30 days of their receipt of our application.

5 Programme of Works

- 5.1 Re-growth – Cutting back done under working party.
- 5.2 Scrub clearance – Good progress from Lee Roberts work needs to cease early March.
'Round Up' required

Action 141: AH to purchase 'Round Up' and submit receipt to AF for



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reimbursement.

- 5.3 Reed cutting and associated work – Community Pay Back Scheme have been unable to visit us due to 'trailer problems' leading to lack of toilet facilities.

Action 142: MP to liaise with Terry Goldsmith to arrange suitable dates and BFC supervision for these workers.

- 5.4 Management Plan needs reviewing.

Action 143: KJF to arrange review by year end.

- 5.5 Preliminary programme of work needs to be identified for 2011/2012.

Action 144: AH to identify programme of work by end of summer.

- 5.6 Andrina Walmsley NWT suggested a Summer Reed Cutting exercise on The Fen. The BFC decided against this mainly due to wildlife considerations.

6 Links With Other Organisation

- 6.1 Natural England, NWT, WWT, EA etc. – BFC agree that we have received good assistance, support and advice with these organisations and that we continue to nurture the relationships.

- 6.2 Paul Smith of Wereham has expressed an interest in joining the BFC. All in agreement that this would be an excellent idea, however due to impending Council elections it was decided to wait until these are resolved and the future of the BFC is confirmed (due to it being a committee of the Parish Council)

- 6.3 Survey of Voluntary and Community Environmental Groups in Norfolk needs completing. AF stated she would complete and AH has some partially completed information.

Action 145: MP to take AH words to AF for completion.

7 AOB

- 7.1 Insurance provider requires a detailed Risk Assessment for work we are conducting on The Fen.

Action 146: KJF to look at previous RA's and see what is suitable.

- 7.2 Is there any merit in making the BFC a 'Charitable Trust'.



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Action 147: FR to contact NALC to take advice on the various options.

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ACTION LIST STATUS

No:	Name	Action description	Date of Action	To be completed by	Comments
7	MP	to progress resolution of the council drain problem	24/10/07	5/12/07	On-Going –NE continue to pursue on our behalf. MP to liaise with NE as appropriate
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
85	MP	to pursue the requirement for a felling licence with NE	05/11/08	30/11/08	On-going – MP has contacted Forestry Commission and awaits formal response
105	MP	to obtain contractor quotes for gate installation	29/04/09	30/05/09	On-going – No quotation sought, MP advised we would be unlawfully in breach of the Commons Land Act 2006, Section 38 and need to wait until submission of formal application to fence grazing area
111	FR	to contact Bill Chapman to see whether he would be able to trim the overhang at the ‘Y’ junction by Middle and Lower Fen	19/08/09	30/09/09	On-going
116	AH/MP	to talk to Bill Chapman regarding proposed fence-line.	19/08/09	08/11/09	On-going

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No:	Name	Action description	Date of Action	To be completed by	Comments
120	AH	to investigate optimum way of working for reed cutting 2010 onwards	02/12/09	30/01/10	Appointment with Nigel Middleton of Hawk & Owl Trust in March 2010. BFC members invited to H&OT reed cutting in June 2010
121	MP	to write to Parish Council to obtain permission to control vermin on The Fen	02/12/09	30/01/10	On-going
122	AH	to perform an 'exploratory dig' of one or two of the gullies along Stringside Drain	02/12/09	30/01/10	On-going – ACF willing to lend a hand
123	MP	to complete fencing paperwork and circulate to BFC for comment and review	02/12/09	30/01/10	On-going – Efforts suspended temporarily for further investigation. Taking further advice from NWT. Meeting with NWT TBD
135	ACF	to forward BFC accounts to Parish Council ready for audit.	14/04/10	30/04/10	Complete
136	MP	to liaise with Terry Goldsmith for Community Pay Back assistance for a day. Ideally aiming for weekend of either 24 th /25 th April or 1 st /2 nd May	14/04/10	30/04/10	Complete
137	AH	to discuss re-growth issue and treatment with scrub clearance contractors	14/04/10	30/04/10	Complete
138	AH	to arrange Reed Cutter at appropriate time for cutting excess reed in Middle Fen in Autumn 2010.	14/04/10	30/08/10	Complete



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No:	Name	Action description	Date of Action	To be completed by	Comments
139	AH	to produce scrub clearance plan	14/04/10	30/08/10	Complete
140	MP	to liaise with WWT and arrange suitable date for a 'tour' of The Fen.	14/04/10	30/05/10	Complete
140a	FR/DC	to sort out fuel can and fuel for BFC petrol engine tools	14/04/10	30/05/10	Complete
141	AH	to purchase 'Round Up' and submit receipt to AF for reimbursement	25/02/11	31/03/11	New
142	MP	MP to liaise with Community Pay Back Scheme to arrange suitable dates and BFC supervision for these workers	25/02/11	31/03/11	New
143	KJF	to arrange review of BFC Management Plan	25/02/11	31/12/11	New
144	AH	to identify and advise programme of work for 2011/2012	25/02/11	30/08/11	New
145	MP	to discuss completion of survey of Voluntary and Community Environmental Groups in Norfolk with AF	25/02/11	30/05/11	New
146	KJF	to determine if there is a suitable RA for our insurance providers	25/02/11	30/05/11	New
147	FR	to contact NALC and take advice on whether the BFC is	25/02/11	30/05/11	New

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No:	Name	Action description	Date of Action	To be completed by	Comments
		suitable for 'Charitable Trust' status			