



BOUGHTON FEN COMMITTEE MEETING MINUTES

HELD: FRIDAY, 30TH SEPTEMBER 2016 AT 6:30PM

VENUE: ALL SAINTS, BOUGHTON

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

1. Apologies for absence

An apology had been received from Cllr Ian Davis (train delay).

The apology was accepted.

2. Declarations of interest

There were no declarations of interest.

3. Minutes of meeting of 18th March 2016

Proposed by Mr Smith

Seconded by Cllr Roberts

'That the minutes of the Boughton Fen Committee meeting held on Friday, 15th June 2016 (pages 77 to 79) be accepted as a true and accurate record'

All members in favour.

4. Matters arising/actions from meeting of 15th June 2016

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

MP



5. Financial report

The bank balance was £7869.09.

Cllr Roberts agreed to check to see if the VAT refund for the previous financial year (2015/2016) had been paid over from the Boughton Parish Council bank account to the Boughton Fen bank account.

6. Budget – 2016/2017

Members confirmed that there were no changes to be made to the budget now that summer and winter work had been identified.

7. Summer work

Stephen Eyles had been retained as a contractor to cut the grass on Highland and Lower Fens at the same cost as last year.

8. Autumn/Winter work and working parties

Scrub clearance

The Chairman, Cllr Pogmore and Cllr Cooper had met with Carl Charters to discuss requirements for scrub clearance. Priority was to be given to the chunk of scrub on Lower Fen by the Ash tree. The cost of this work was expected to be around £1,000.00.

Stumps would be treated and the wood chipped and left by the bank as had been done in the past.

North of the cottages in Highland Fen there was a band of willow and sallow spilling out on to the road. A local farmer had offered to cut it back as it was causing him problems when manoeuvring his vehicles. Members agreed to consider this as a short term solution to the problem depending on the extent of the cutting back offered. As a longer term solution, members wanted to consider asking Carl Charters to do the work. He had the equipment to cut back much further and to treat the roots. This would cost more but last longer. Members thought that they would probably end up asking the farmer to cut the worst of the growth back to solve the immediate problem and then bring in Carl Charters to cut back further. As a first step, the Chairman, Cllr Pogmore agreed to ask the farmer for further details and a price.

By the seat on Highland Fen near the grass area there was a group of trees in need of thinning out, i.e. some of them needed to be removed. The cost of this work would be approximately £1,500.00 and would take ten days. This work was considered by members to be worth doing as it would open up a good view. As a precautionary measure, the Chairman, Cllr Pogmore agreed to check if any permissions were required from the Forestry Commission to carry out this work. He would also check that Natural England were happy with removing some of the trees. The Management Plan appeared to allow for this, as it mentioned the removal of scrub including trees/woodland as being permitted. If there was any doubt the bigger trees would be left in place and the scrub around them removed.

MD



Reed cutting

Stephen Eyles would be instructed to carry out reed cutting as he thought necessary, covering a similar area as last year so that the price remained about the same.

Bank works

The Environment Agency had advised that they were going to carry out bank works and had budgeted £4,000.00. They were going to submit a proposal to Natural England. The Chairman, Cllr Pogmore would ask for a copy. He and Cllr Cooper had gone to look at the area and considered that the work should start from Kingfisher Bridge northwards bringing areas of low bank up to height. Alongside the river should be levelled and made suitable to walk on. It was hoped that the Willow roots would not be disturbed. Members were keen to work with the Environment Agency and the Chairman, Cllr Pogmore, Cllr Cooper and Mrs Faherty agreed to meet with them when the work was due to be discussed.

Otter Bridge outfall

Members had previously agreed to put in an outfall at Otter Bridge on the top half of Middle Fen. Natural England had already confirmed that they were happy with this. The cost would be approximately £2,000.00. Members considered that this would give more control over the water levels in the Fen and that the work should go ahead. They needed to visit the site to decide where the water from the outfall would go. The Chairman, Cllr Pogmore would obtain a price for a weir from Thomas B Bonnett, document requirements and obtain quotes for the work. Suggested contractors were: Chapmans, West Dereham Plant, Steve Tighe (Barton Bendish) and Kevin Covell.

Budget

When the VAT refund of approximately £500 and the HLS money of approximately £4900 are received, there will be a balance in the region of £13,500.

Members agreed to put aside:

- £3,000 for reed cutting (Stephen Eyles)
- £3,500 for scrub clearance (Carl Charters)
- £1,000 for cutting the walk, audit fees, maintenance etc.
- £3,000 for the Otter Bridge outfall

This would leave approximately £3,000 in the account at the end of the financial year.

Access into Highland Fen

A parishioner had kindly offered to open up the access into Highland Fen which had been narrowing over time, at no cost. Members agreed to this and to cover the cost of his diesel. Cllr Cooper will accompany him when the work is carried out.

Working Parties

Mr Smith was planning to ask his work colleagues to assist with some of the work at the end of October 2016.

All paths and boardwalks needed sweeping and cleaning.

A specific project was to be identified for this year – possibly Highland Fen.

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Dates for working parties were to be organised. Saturday 8th or Saturday 15th October were suggested and then further dates would be agreed.

The Chairman, Cllr Pogmore agreed to check with Boughton Parish Council's insurers whether or not young people not covered by Duke of Edinburgh Award insurance could carry out limited work on the Fen.

Stephen Eyles would be asked for a quote to cut all the way alongside the river bank.


Date of next meeting

Next meeting dates are:

9th December 2016

17th March 2017

The Chairman thanked everyone for attending and closed the meeting at 8.40pm.


9/12/16



Appendix 1

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

ALL

No current actions for all.

DAVID COOPER

Number	Group	Action	Date rec'd	Complete by	Status
1	DC & AF	Health and Safety documents review – DC and ID have not been able to meet due to ID's work commitments. AF offered to help to complete the review.	30.09.16	Next meeting 09.12.16	Ongoing
2	DC & MP	Check Fen area and recommend summer work to the committee	15.06.16		Complete
3		Sort out the dangling Willow branch on Kingfisher Bridge	15.06.16		Complete
4	DC & MP	Suggest area for scrub clearance and send map to the committee	15.06.16		Complete
5	DC, MP & Ang F	Meet with the Environment Agency to discuss bank works	30.09.16	Next meeting 09.12.16	New
6		Accompany parishioner when carrying out work to open access to Highland Fen	30.09.16	Next meeting 09.12.16	New

IAN DAVIS

Number	Group	Action	Date rec'd	Complete by	Status
1		Advise the committee regarding the health of the old trees on the Green.	15.06.16	Winter	Ongoing
2		Build a platform by the weir	15.06.16	Winter	Ongoing

ANGELA FAHERTY

Number	Group	Action	Date rec'd	Complete by	Status
1	DC, MP & Ang F	Meet with the Environment Agency to discuss bank works	30.09.16	Next meeting 09.12.16	New



MARK POGMORE

Number	Group	Action	Date rec'd	Complete by	Status
1	DC & MP	Check Fen area and recommend summer work to the committee	15.06.16		Complete
2	DC & MP	Suggest area for scrub clearance and send map to the committee	15.06.16		Complete
3		Draw up a programme for Working Parties	15.06.16	Next meeting 09.12.16	Ongoing
4		Ask farmer for details and price to cut back sallow and willow North of cottages in Highland Fen	30.09.16	Next meeting 19.12.16	New
5		Check permissions with Forestry Commission and Natural England re. removing some trees near the seat on Highland Fen	30.09.16	Next meeting 09.12.16	New
6		Instruct Stephen Eyles to carry out reed cutting as necessary (similar area as last year)	30.09.16	Next meeting 09.12.16	New
7		Obtain copy of the Environment Agency's proposal to Natural England regarding bank works	30.09.16	Next meeting 09.12.16	New
8	DC, MP & Ang F	Meet with the Environment Agency to discuss bank works	30.09.16	Next meeting 09.12.16	New
9		Otter Bridge outfall – obtain price for weir from Thomas B Bonnett and document requirements and obtain quotes for outfall work	30.09.16	Next meeting 09.12.16	New
10		Check with insurers if young people not covered by Duke of Edinburgh Award insurance can carry out limited work on the Fen	30.09.16	Next meeting 09.12.16	New

MP



TOM ROBERTS

Number	Group	Action	Date rec'd	Complete by	Status
1		Visit Barclays Bank to chase up signatories form	15.06.16	Next meeting 09.12.16	Complete
2		Send letter to Barclays Bank Mandate Team to confirm signature has changed over time	30.09.16	Next meeting 09.12.16	New
3		Check VAT refund due from BPC has been paid to Boughton Fen	30.09.16	Next meeting 09.12.16	New

PAUL SMITH

Number	Group	Action	Date rec'd	Complete by	Status
1		Organise a working party for work colleagues to take place at the end of October 2016	30.09.16	Next meeting 09.12.16	New

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