

BOUGHTON FEN COMMITTEE MEETING MINUTES

2nd JUNE 2023 AT 6:00PM AT ALL SAINTS, BOUGHTON

Present: Cllr Sue Pogmore (Ctte Chairman), Cllr Neil Matthew, Andrew Faherty, Angela Faherty, Hugh Jenkins, Mike Inder (clerk).

14/23 **Opening & Apologies for absence:** Cllr Pogmore welcomed everyone and then asked the Ctte to pause for a moment of reflection to mark the sad passing of David Cooper.

15/23 **Election of Chair:** Angela nominated Cllr Pogmore, seconded by Andrew and all in favour.

16/23 **Co-option of members:** the Chair proposed the co-option of Mr Hugh Jenkins to the Ctte as a non-Cllr member, seconded by Andrew and all in favour and duly co-opted.

17/23 **Review of Terms of Reference of the Ctte and Ctte roles:** There being no changes to the constitution nor operation the ToRs were deemed to be extant. It was noted that a 3rd bank signatory would be required, and Hugh volunteered and was agreed. Angela agreed to continue as Treasurer.

18/23 **Declarations of interest:** None.

19/23 **Minutes of the meeting 23rd Jan 23:** Proposed by Angela, seconded by Andrew and accepted as a true reflection.

20/23 **Finance:**

- a. **Treasurers Report:** The treasurer provided an update of the accounts; the end of financial year process was complete and the excess expenditure over income was explained as being due to the major capital project to refurbish the boardwalk combined with the RPA payment for 2022 not being paid until after the year end. Sue noted that the RPA had been paid with an increase in the rate. Funds remain in a healthy position to meet future works. The Clerk reported that the VAT reclaim had been received and payment was set up to transfer to the Fen acct.
- b. **Payments for approval:** The following payments were pre-approved and paid.

Fen Payments for Authorisation - January to May 2023 (presented at meeting 2nd June 2023)

Date	Name	Details	£	VAT	Total	Ref	Cheque Number
13/03/2023	SJ & LJ Eyles	Reed cut Highland	£480.00	£96.00	£576.00	3110	57
		Bench Stringside	£65.24	£13.05	£78.29	3111	57
					<u>£654.29</u>		

- c. **Bank Reconciliation:** The PC RFO carried out a reconciliation of the payments and receipts against the bank statements, all was found to be correct and clearly presented.

21/23 **Update on the Anglian Water project.** Sue reported that although work was due to have begun according to the initial correspondence there has been no further communication since that reported in January.

22/23 **Fen Action Plan review:** The Action Plan at Annex A was reviewed and updated.

23/23 **New Seat at the outfall:** Sue reported that the bench had been installed with a work party. It was raised by Neil that the Ctte might consider dedicating the bench to the memory of David Cooper, the Ctte were in favour of dedicating a bench to David, but Sue mentioned that Stephen Eyles had already expressed a wish to manufacture another bench specifically to commemorate David; the Ctte agreed to the proposal from Stephen, Sue offered to discuss it with him.

24/23 **Work Parties and path Maintenance:** The Ctte discussed priorities and decided on the following priorities:

- a. To trim the areas adjacent to the boardwalk in mid-June. Sue stated that Stephen had identified areas of Common Meadow Rue (SSSI protected species) and marked them as areas to avoid cutting.
- b. Stock check and rationalisation of the Fen Ctte equipment on the asset register and to consider storage options.
- c. Fen walk-about review in July to assess work requirements for the Autumn/Winter schedule.

25/23 **Open Forum:** nothing raised for the ctte to act on at this meeting.

26/23 **Next meeting:** The 20th of Oct 2023 was selected for the next meeting. The Chairman thanked everyone for attending and closed the meeting at 6.55pm.

Signature: _____

Chairman: _____

Date: _____

BOUGHTON FEN COMMITTEE ACTION PLAN

Ser No	Initial Date	Action	Update	Owner	Target Date for completion	Review/ Completion Date
1	15-Nov-19	To review BPC Policy library and compare with Fen Ctte policies with a view to collating all aspects in a single library. Clerk to send link to BPC library to all.	The Fen policies were reviewed and thought to be extant, a vote to that effect will be on the next agenda.	Clerk	20-Oct-23	20-Oct-23
2	15-Nov-19	All to take pre and post work photos and send to SP for filing.	This item will remain to serve as a reminder.	All	On-Going	
18	01-Oct-21	Sign boards to be treated with linseed oil if possible. The board on lower fen has deteriorated very badly in the last couple of months and needs to be repaired – ACF volunteered to take a look at repairing it	In progress	ACF	Aug-23	20-Oct-23
19	01-Oct-21	Marker post on Highland Fen needs taking out, rotten bit cutting off, and re-erecting.	Pending. In addition there was a further post noted on the way to the Middle Fen that required attention		Aug-23	20-Oct-23
30	07-Oct-22	Strim around posts and seats	Partially complete	Work Party	22-Oct-22	20-Oct-23
35	07-Oct-22	Cut back sallow on roadside near Kingfisher Bridge	Review			20-Oct-23
36	07-Oct-22	Remove and treat new sallow along the bank	On-going, still green.			20-Oct-23
41	07-Oct-22	When the reed dies back a bit, and we can see it, control any regrowth of sallow	Review			20-Oct-23
46	02-Jun-23	To strim the areas adjacent to the boardwalk in mid June. Sue stated that Stephen had identified areas of Common Meadow Rue (SSSI protected species) and marked them as areas to avoid cutting.		Work Party	01-Jul-23	20-Oct-23
47	02-Jun-23	Stock check and rationalisation of the Fen Ctte equipment on the asset register and to consider storage options.		Work Party	20-Oct-23	20-Oct-23