

BOUGHTON FEN COMMITTEE MEETING MINUTES

23rd January 2026 at 6:00pm at All Saints Church, Boughton

Present: Cllr Sue Pogmore (Ctte Chairman), Andrew Faherty, Angela Faherty, Hugh Jenkins, Cllr Neil Matthew, Jo Lloyd (Clerk/RFO).

In Attendance: Stephen Eyles.

1/26 **Opening & Apologies for absence:** Cllr Sue Pogmore welcomed everyone and opened the meeting.

2/26 **Declarations of interest:** None.

3/26 **Minutes of the meeting on 3rd October 25:** Proposed by Angela, seconded by Neil and accepted as a true reflection.

4/26 **Finance:**

- a. **Treasurers Report:** The treasurer provided an update on the accounts, which were circulated before the meeting.
- b. **Approval of payments:** The following payments were proposed by Sue, seconded by Neil and approved.

Date	Name	Details	£	VAT	Total	Ref	Cheque No or FP	
28/10/25	Caley Forestry	Supply of 4 Oak posts	£160.00		£160.00	814	FP	28/10/25
28/10/25	Thomas B Bonnett	Supply of wire netting & strimmer line	£133.41	£26.68	£160.09	23128	FP	28/10/25
06/11/25	Stoke Ferry Timber Ltd	Supply of boardwalk timber	£358.20	£71.64	£429.84	25710	FP	06/11/25
17/11/26	S J Eyles	Path cut 6 of 6 for 2025	£150.00		£150.00	26	FP	17/11/26
								<u>£899.93</u>

- c. **Reconciliation of Accounts:** the RFO carried out the reconciliation check.
- d. **Update on RPA payments:** The expected RPA payment has still not been received. Sue had been informed it was due, but a second generic email had suggested that some grants will be made in 2 instalments with 75% soon and the remaining 25% later in the summer. Sue will phone to clarify.
- e. **Budget for 2026/27:** The draft budget, circulated prior to the meeting, was accepted. Sue expressed thanks to Angela for preparing this. It was acknowledged that expenditure is unpredictable and dependent on the weather. There are funds included for boardwalk repairs. The committee discussed retrospective payment of the external audit fee for FY2023/24 (£315) and agreed this should be paid by the Fen Ctte to the Parish Council. The clerk will invoice the Fen Ctte. It is not yet known whether there will be an external audit required for FY25/26.

5/26 **Reports on occurrences and actions since the last meeting:** Sue reported that there had been significant damage to the Fen caused by a horse. The damage to boardwalks has been repaired. Communication with local riders suggests that signs discouraging horse riding do

seem to be helping. A local resident reported seeing 2 very young piglets which looked like wild boar. It is suspected they were released there, but they have not been seen since and are not likely to have survived the freezing temperatures.

- 6/26 **Action Plan:** The action plan was reviewed and is updated at Annex A.
- 7/26 **Worklist:** The Winter 25/26 worklist was reviewed and is at Annex B. It was agreed that 3 more boards could be purchased to complete the boardwalk repairs. Upcoming working parties will include laying duckboards.
- 8/26 **Reed Cutting:** Stephen reported that the reed cutting is scheduled to take place in March.
- 9/26 **Update on identifying a suitable tree contractor:** Quotes have been received for the removal of a number of ash trees due to ash dieback disease. A number of trees have fallen, and further trees have been identified for removal on advice from a tree surgeon. Sue expressed her thanks to Stephen Eyres for his help with this work.
Three quotes were requested, and two were received. The Ctte agreed to appoint GNF Forestry to carry out the work, at a cost of £5500 + vat, proposed by Sue and seconded by Angela. It was agreed that their insurance should be checked before beginning work. GNF Forestry will not require road closure or a felling licence. The Fen Ctte already have a permit from Natural England. The work will leave an area of bare ground, but it was agreed that it needs to be done.
- 10/26 **Brown's Fen Lakes:** Sue reported that the applicant has reverted to the previously agreed application for shepherd's huts. Norfolk Wildlife Trust were consulted on potential impact to wildlife, particularly from light pollution. The permission includes a condition to erect a 14ft fence to reduce this pollution. Borough Councillor Sue Lintern has agreed to query why the Fen Ctte were not consulted in this application.
- 11/26 **Open Forum:**
Neil suggested that photos are taken of the fallen ash trees in case the tree removal is queried. The tree removal will also be added to the next Parish Council meeting agenda. Sue and Stephen told the ctte of a meeting they had attended on 5th December at RSPB Lakenheath. They were invited, via the NWT, as representatives of a site with recordings of Common Meadow Rue and Marsh Carpet Moth. A project is being undertaken to look at the current position of these species and to share data. There is the opportunity for trapping to try to establish if the moth is still present. There is indication that the habitat/location of the plant has changed on some sites including Boughton Fen.
- 12/26 **Date of next meeting:** The 5 June 26 was provisionally agreed. Meeting Closed at 7.00pm.

Signature: _____

Chair: _____

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 are due review at the Jan 2027 meeting	Clerk	23-Jan-26	31-Jan-27
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 - SE reported that he had identified a cheaper supplier of the oak posts and it was agreed for him to purchase 4. ACF expects the signs to be completed by Spring	ACF	Spring 26	
47	02-Jun-23	Stock check and rationalisation of the Fen Ctte equipment on the asset register and to consider storage options.	Hugh reported that the search for DR line is ongoing.	HJ	23-Jan-26	04-Jun-26
48	06-Jun-25	Walk about to assess items for winter 25/26 work list	Completed and list produced	SP	Complete	
49	06-Jun-26	2 Trees falling into the river on the far bank to be reported to the EA	trees removed	SP	complete	

Work list for Winter 25-26

- 1 General Tidy right through walk, particularly on lower fen
- 2 ~~Replace rotting plank in main boardwalk; repairs to steps; end of boardwalk on Highland fen is rotting~~
- 3 ~~Clear round both outfalls~~
- 4 ~~Strim round all seats~~
- 5 ~~Strim boardwalk~~
- 6 Information signs to be cleaned and repaired as per last year
- 7 Cut back Sallow overhanging road opposite Smithy's, car park and bungalow
- 8 Ditto Sallow on Roadside near Oxborough bridge
- 9 Cut back overhanging trees on roadside at Oxborough End of riverbank
- 10 ~~Repair/replace wire netting on Highland fen boardwalk and also in places nearer to the road~~
- 11 ~~Late Summer Cut~~
- 12 ~~Reduce Bramble level on Highland Fen as discussed, to be incorporated into late summer cut~~
- 13 Cut and treat scrub in reedbed, and on roadside
- 14 Cut and Treat Sallow along the bank, and anywhere else it can be seen to be encroaching – large patch in Middle Fen near new seat, and fairy ring if accessible.
- 15 Coppice Hazel in Middle Fen with a view to promoting regeneration
- 16 ~~Look into a way to level the verge at the Eastmoor end of river bank to stop cars getting stuck – still awaiting feedback from NE~~
- 17 Reed Cutting – Late winter [Scheduled early March](#)

~~Note – tree still in river – Sue to contact EA again regarding promised enforcement~~