

**Minutes of a meeting of the Feldale Internal drainage Board
held on Thursday 17th May 2018
at the Three Horseshoes, 344 March road, Turves at 7.30pm**

Present: P Band, M W Dale, M Sweet, O Wheatley, TJ Fletcher, R Stevenson, R Wright, Mrs M A Wright

Apologies for Absence - none

132/18 Appointment of Chairman

The Clerk reported that no election was necessary in 2017 and the following were duly elected to hold office from 1st November 2017:-

P Band, M W Dale, T J Fletcher, R J Stevenson, M Sweet, O Wheatley.

The Clerk to report that Gordon Dale retired due to ill health and is at present a resident in the Elms, Whittlesey. Maurice (John) Stevenson a former member was in reasonable health and had reached the age of 87. It was duly proposed and seconded that P Band be appointed Chairman of the Board for and he signed the Declaration of Acceptance of Office

It was duly proposed and seconded that M Sweet be appointed as Vice Chairman of the Board and he signed the Declaration of Acceptance of Office

The Consultant reported that he has now reached retirement age and the Clerk would in January 2019. The Board considered how they wish to be administered in the future along with how to manage and operate the engineering services. Concern was raised regarding the pump attendant duties as Malcolm Barker had also reached retirement age.

It was agreed that all members be invited to an evening at the pumping station to be instructed on the workings of the pump and levels. The Board had various options of either amalgamating with the North level or Whittlesey & District Drainage Boards or remaining independent. RESOLVED – that options to remain independent be explored along with a closer relationship with Whittlesey & District IDB.

133/18 Confirmation of Minutes

RESOLVED – that the minutes of the Meeting held on Tuesday 18th May 2017 were correctly recorded and that they be signed as being a true record.

134/18 Matters Arising

All matters that are on-going will be reported in the main agenda.

135/18 Maintenance of Channels

- a) During 2017/2018 - 23 hours of flail mowing with back mower and 2.15 hours with front mower was undertaken at £1,006.80, no other works were undertaken.
- b) The Board considered works for 2018/2019. Resolved – that the whole area be flailed and slubbed. The Board would investigate areas that required the sides being laid back, and members were asked to inform the Clerk or Chairman of areas known to them. Lengths 6-7-8-9 was suggested. RESOLVED – that the Board inspect the drains when looking at the pumping station.

136/18 Pumping Station

- a) The Chairman reported that the fire extinguisher had been serviced and that A J Speechley &

Son did not undertake any maintenance as the pump was in-operative from May to December 2017 due to the repairs to the pipeline. The pipeline was repaired and financed by the Environment Agency Contractor at a cost of £8,339.60 During the time the pump was out of action a diesel pump was hired from Sykes. The works were delayed due to restrictions and approval from Natural England.

The access could not be re-instated and the EA have confirmed that it will be undertaken within the next few weeks. It has caused problems and the annual Insurance inspection has had to be delayed. Issues with an internal farm road on the Waddesdon Estate was raised due to the transportation of materials to the pump. Resolved that a contribution of 50% of the cost be made. The Registration of the Pumping Station with HM Land Registry was undertaken under Title number CB421969.

- b) Inspection of the lifting equipment, centrifugal pump and its motor slip ring and the control panel was undertaken for 2017/2018.

137/18 General Matters

- a) Planning – It was reported that the Consulting Engineer had dealt with planning applications on behalf of the Board: -

Larkfleet Homes – residential development off Eastrea Road.

G & J Ping 15 dwellings Eastrea Road

N Bedford 36 North Green – dwellings

Axiom Housing Association Ltd – Care home and premises.

Rose Homes (EA) Ltd. 4 - dwellings 47 March Road

Trustees of Childers Estate – conversion of agricultural buildings to dwellings – Eldernell Hall.

Coates Community School – 2 mobile units

R J Dale – Agricultural grain store 100 Feldale Lane

Mrs B Saunders – Menage - Eastrea Road

Other applications covered were for minor extensions and reserved conditions.

- b) Risk Management - Control and Risk Management – Mr Wright reported upon the risk management assessment and that a review of the Board’s insurance cover along with recommendations by ADA to review Systems of Internal Control and all policies and procedures on a regular basis.

The Board to consider Biosecurity Policy & Biosecurity Procedures Statement that ADA will implement in June 2018.

A revised Water Level & Flood Risk Management Policy will be implemented.

General Data Protection Regulations that must be implemented before 25 May 2018. Advice from ADA/Defra is pending but the 2 steps were considered. A Privacy Policy and Data Protection Policy had been circulated to all members. RESOLVED – That R Wright be the appointed Data Protection Officer and the Privacy Policy and Data Protection Policy be adopted..

- c) DEFRA – A review of IDB Annual Reports had been made and returns had to be submitted by August.
- d) Balfour Beatty – consents to expose exiting water main to district drain in Cow Way.

- e) Environment Agency – Water abstraction licences – the Consultant reported that previously exempt activities of transferring water from one inland water to another for abstracting purposes were to be removed. A licence may be required and investigations were in progress with the Environment Agency.

138/18 Payments

The Board considered income & expenditure during 2017/2018 and approved the payments - vouchers 1-34 that amounted to £19,339.07

139/18 Annual Accounts 2017/2018

- a) The Board approved the Annual Governance Statement and Accounting Statement for 2017/2018
- b) Audit Arrangements – External Audit – Littlejohn LLP have been appointed as external auditor. The 2017/2018 audit has been advertised with inspection of accounts from Monday 4 June to Friday 13 July 2018.

Internal audit arrangements – Ivan Cooper an ex Finance Officer with Fenland District Council has undertaken the internal examination for the 2017/2018 accounts

To consider the internal auditors report on 2017/2018 financial years accounts that reported that there were no matters to bring to the Boards attention.

The external auditor reported that there were no matters to bring to the Boards attention for the 2016/2017 financial year.

140/18 Estimates of Income and Expenditure 2018/2019

The Board considered and approved estimates of Income of £820 & Expenditure of £14,920 for 2018/2019

The payment of the Clerk's salary for 2017/2018 was £1,550 and is proposed at £1,650 for 2018/2019. The Chairman's allowance for 2017/2018 was £600 and is proposed at £600 for 2018/2019.

The Board made a surplus of £5,775.48 in 2017/2018 and £5,987.10 in 2016/2017. The surplus of £5,775.48 is mainly a result of savings on fuel of £1,528, maintenance of £1,393, drain works £1,194.

141/18 Rates and Levy Requirement

Under Section 37 of the Land Drainage Act 1991, the appropriate proportions in which the net expenditure of the Board must be borne for 2018/2019: -

- | | | |
|----|---------------------------------------------------------------------------|--------|
| a) | Proportion to be borne by Agricultural Sector | 40.82% |
| b) | Proportion to be borne by Special Levy issued to Fenland District Council | 59.18% |

In 2018/2019 a rate of 1p together with corresponding special levy would raise £1,189.97.

The estimated net expenditure of £14,100 in 2018/2019 is equivalent to: -

- a) A rate in the £ on agricultural land and buildings of 11.84p in the £ to raise £5,755.62
- b) A special levy on Fenland District Council of £8,344.38

RESOLVED – that a rate of 12p in the £ be levied:-

- a) A rate in the £ on agricultural land & buildings of 12p to raise £5,829.36
- b) A special levy on Fenland District Council of £8,450.28

- c) That the Clerk/Consultant be authorised to collect any outstanding drainage rate through the appropriate court
- d) That the seal be affixed to the Record of drainage rate and special levies.

142/18 Any other business

No other matters were raised

143/18 Date of next meeting

(date to be confirmed) May 2019