

Minutes of a meeting of the Whittlesey & District Internal Drainage Board held on Tuesday 7th June 2016 at 2.30 pm at the Town Hall, Market Street, Whittlesey.

Present R Brown (Chairman), D M Band, A Cade, R Easton, M Fisher, R W Fletcher, T Martin, C Saunders, R Hollins, P Tingey, H Whittome, R Wright (CEO), R Price (OE)

Apologies for absence C Allen, D G Beaton, P Bradshaw, S Halden, M Sweet, Cllr D Mason
Cllr C Boden.

WD187/16 Membership The CEO reported that S Halden had resigned due to health issues which meant that a vacancy on the F&GP Committee arose along with a vacancy on the Board.

RESOLVED – that R Easton be appointed to the F & GP Committee and M Bradley be approached to fill the vacancy on the Board If M Bradley declined the invitation either Simon Wilcox or James Fountain would be approached.

The Chairman reported that C Allen had indicated that HDC were no longer appointing Officers to fill IDB positions and he may be replaced with a District Councillor.

WD188/16 Confirmation of Minutes – RESOLVED – that the minutes of the Board meeting held on 2nd February 2016 were correctly recorded and that they be signed as being a true record.

WD189/16 Matters Arising

a) Telemetry – Further to minute WD1178/16 – The CEO reported that a meeting with Lee Dickens took place at the South Holland Drainage Offices at Holbeach on 24 February 2016.

A meeting at 28 Thornham Way with Control star Systems took place on 6th April 2016.

A meeting with Pulstar was also undertaken but their system did not meet the Boards requirements.

The CEO reported that the other two Companies had submitted quotes that will be discussed under the Operational Engineers heading.

b) Badgers and Water voles – Further to minute WD180/16 the OP reported that the new licencing system for water voles limited the time scale for drain works. Acceptable times were between 14th February and 15th April and 14th September to 15 October. Natural England had one full time and one part time officer covering the whole of Cambridgeshire so problems were envisaged. The EO for Middle Level was happy for the time scales which are totally unacceptable for drain board maintenance programmes.

Badgers were a bigger problem and issues over the 2015 works are still outstanding. Site inspections have been planned for 1st July.

The EO was not very supportive with the new weed cutting proposals but would monitor this year's trails.

The Chairman read a report from an ADA document that endorsed that the works of the IDB's had encouraged the vole population to increase and did not have a detrimental affect upon their habitat.

c) Site Office – Further to minute WD181/16(d). The CEO reported that along with the OE he had visited Stamp Storage of Pinchbeck and looked at new offices. The quotes for a new office had been circulated to all members. RESOLVED – that an order be placed for an office with toilet facilities and the OE makes arrangements for the site to accommodate it as soon as possible.

d) Must Farm – Further to minute FGP174/16(e) The CEO reported that a further site meeting with Brian Chapman of Forterra and Zak Ritchie of SLR Consulting Ltd had taken place. It is anticipated that details will be forwarded once a top graphical survey had been undertaken and works are still planned for this autumn. The CEO had suggested that a further meeting with the agent and Tim Martin be undertaken to deal with field drainage issues. The replacement drain will be longer and therefore more expensive to maintain. The Board to consider if any conditions need to be implied before drain is adopted.

e) Register of members Interest – Then CEO report that one form was still outstanding.

WD190/16 Operating Engineer

a) The Operation Engineer submitted his report for 2016 which included details of the drainworks programme

b) The Operation Engineer to submit his report:-

Works were to commence in the Lords Farm area – Conquest Lode – Tebbitts Bridge - Blackbush
The use of the weed cutting basket would be undertaken in the Whittlesey Fifth district and would be closely monitored. The works in the Drysides area would be dependent upon Forterra's works.
R Hollins reported that the works in the Farcet area last year had been a success.

c) Messrs Speechley & Son have started the Annual maintenance and Electrical Installation Condition Reports on the stations. The reports received to date were handed to the OE to ascertain whether works were required at stations.

d) The Chairman reported that a Tool Box meeting was held with Tim Thory of P J Thory Ltd to discuss the proposed changes to drain work maintenance and whether the Company were prepared to incorporate the proposals. The OE would liaise with Tim Thory and show him a tractor fitted with a weed cutting basket and a tracked vehicle.

e) The CEO to report that a Tool Box meeting was held with D & G Beaton to discuss proposed changes to drain work maintenance. It was agreed that Health & Safety documents would be updated and the Board's needs for maintenance works would be undertaken for 2016/2017.

f) Lords Farm Pump – The OE reported that problems because the void was filled with distilled water may be removed as they were replacing it with oil. A new length of pipe to the vacuum pump would be fitted. The works to be arranged by R Hales.

g) Water Levels were currently 4-8 inches below summer levels. The MLC had undertaken talks with the Environment Agency and Anglian water regarding water resources. It was reported that metering between IDB systems was now not an option.

h) Telemetry – The Board had two quotes – Controlstar Systems Ltd (Welland & Deeping – Lindsey Marsh IDB and Trent Water) Lee Dickens (South Holland – Water Alliance – Thames Water). Pulstar being discounted.

The question of whether Grant aid could be applied for was raised but was not an option as was using Oriol which MLC used. RESOLVED – That the quotes be discussed by the F&GP Committee

i) Maintenance – The CEO reported that M Blackwell a Land scape worker from Crowland was interested in maintain around the pumping stations, inlets etc. and possible cleansing of the station interiors. A meeting was planned for Thursday 9th to confirm arrangements. His hourly rate would be £15 plus travel assistance.

WD191/16 General Matters

a) Planning – Matters reported upon by the Consulting Engineer:

F/YR14/3138/COND R Warren Drakes Farm, Kings Delph Drove -2 storey 3 bed dwelling.

FYR14/0891/F R Ross 60 South Green Coates - dwelling

FYR14/0925/F Mr Matthews 150 Eastrea Road - extension

R Baxter Pre- Application consultation regarding 4 dwellings 196 Coates Road, Coates

The CEO reported that he had corresponded with Richard Pettitt of Infrastructure Planning Design Ltd regarding the Magna Park Development at Stanground that was up for planning re-newel
The CEO reported that no further correspondence has been received regarding the A605 road improvements

The CEO reported that MLC have responded regarding the Peterborough SFRA & WCS

b) Risk Management & Health & Safety

The CEO reported upon the risk management assessment: — Risk management Strategy & Policy – Standing Orders – Financial regulations and Systems of Internal Controls. RESOLVED – that all systems and policies and procedures were robust and no alterations were required.

The CEO reported that he has reviewed the insurance for the Board.

The Board consider D & O Liability insurance. Details were circulated. RESOLVED – that The CEO obtains details from NFU Mutual.

The CEO talked about Water & Flood Awareness an incentive form Defra.

c) Consents – A consent to discharge treated sewage effluent from Austin’s Barn, Duncombes Road Coates has been issued on 18th April 2016. The consent fee of £300 has been paid

A consent to discharge treated effluent from 2 Toll Cottage, Whittlesey Road, Peterborough was granted on 28th April 2016. The consent fee of £250 has been paid.

d) Defra – ADA were responding to issues regarding water abstraction etc.

e) ADA – The OP had attended the Floodex exhibition at Peterborough but was disappointed that no machinery was on display. He made some useful contacts and had an invite to inspect a Board around the Humber area. New water control structures were on display and may be viable for the district.

f) Water Abstraction – Consultations regarding changes to Water Abstraction in the UK have been submitted by ADA to DEFRA. MLC were against charging for water transfers.

g) Municipal Mutual Insurance Ltd – A review of assets and liabilities has been undertaken and the levy has been set at 25%. The levy was set at 15% on 1st January 2014. This has resulted in an additional contribution of £1,864 being paid.

h) Provision of Engineering Services – Middle Level Commissioners – The CEO to report that a letter from MLC confirming the terms on which the Commissioners provide Consulting Engineering services.

WD192/16 Payments – The Board considered and approved the following payments:

2015/2016	Vouchers 216-248	£17,286.06	Vouchers 249 -263	£11,776.78
2016/2017	Vouchers 1 - 34	£46,675.33		

WD193/16 Annual Accounts year ending 31st March 2016

a) The Board considered and approved the Annual Governance Statement and Accounting Statement for the year ended 31st March 2016. The Chairman and Clerk were duly authorised to sign the return

b) The CEO present the Annual Accountant Statement for the year ending 31st March 2016 which was duly authorised and signed by him as the RFO and Chairman.

c) The CEO presented the Annual Accounts for the year ending 31st March 2016 – The Accounts

having been circulated were duly approved and signed.

The Board currently hold balances and reserves of £508,992 which falls under the external auditor's figure of £515,330 as being defined "high reserves"

d) The Clerk reported that the Notice of public Rights and Publication of unaudited Annual Return will run from 13th June to 22 July 2016 and the appropriate notices have been displayed.

e) The Board considered and approved the Internal Audit report for 2015/2016 that has been circulated. Current Internal Auditor Mr I Cooper. Mr Cooper has undertaken the 2015/2016 re-view and there were no specific issues that have to be brought to the attention of the Board. RESOLVED – That I cooper be appointed as internal auditor for 23016/2017.

f) The CEO reported that further to minute 97/13 his Annual fee was increased from 1st October in line with the minimum wage increase of 3%. - £20,631 to £21,252.

g) The CEO reported upon the banking arrangements. He confirmed that all monies were now held at Barclays Bank Plc. RESOLVED – that the Clerk/Chairman/Vice Chairman be empowered to make appropriate investments with established building societies or banks.

WD194/16 Income & Expenditure

a) The CEO reported upon income and expenditure for 2016/2017

The Board had a surplus in 2015/2016 of £35,144.33 mainly attributable to an-underspend of £6,900 on Operation Engineer costs, £11,650 on fuel, £15,000 inlets, £15,000 telemetry and £7,000 on office. However an overspend on Drainworks of £12,000 and Maintenance of £8,800, increase income of £1,000

RESOLVED – that the estimates be approved as presented.

WD195/16 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 met for 2016/2017 is: -

a) Agricultural Sector	57.60%
b) Special Levy issued to Fenland District Council	36.29%
c) Special Levy issued to Huntingdonshire D C	6.11%

In 2016/2017 a rate of 1p would raise £21,472.14.

The Board made a surplus of £42,040 in 2014/2015 and £35,144 in 2015/2016. If taken in account would give a rate of 3.6p deducted from the rate of 15.9 equates to a rate of 12.3p

The Whittlesey Board have raised a 12p rate since 2009/2010.

RESOLVED - that the Board levy a rate on:-

- a) An Agricultural land & buildings of 12p in the £ to raise £148,413.12
- b) A special levy on Fenland District Council of £93,508.92
- c) A special levy on Huntingdonshire District Council of £15,743.64

WD196/16 Other matters

a) Operation Engineer – The question of whether the OE was in a current pension scheme was raised. The Clerk reported that he had spoken to the OE and the matter was to be discussed at his next appraisal. RESOLVED – that the matter be discussed at the next meeting of the F & GP Committee.

b) MLC – The Chairman reported upon the pending retirement of the CEO of the MLC.

RESOLVED – that once a date is known a letter be sent.

WD197/16 Dates of next meeting

F & G P Committee 28th June 2016 at 9.30am Farm Office E C Brown & Sons

Board - Tuesday 8th November 2016 – Town Hall, Market Street, Whittlesey at 2.30pm

The meeting was closed at 16.06