

Minutes of a meeting of the Woodwalton Drainage Commissioners held on Thursday 26<sup>th</sup> May 2016 at the Admiral Wells, Station Road, Holme at 11.00am.

**Present** J R Papworth (Chairman), J S Papworth (from 11.50), S Papworth, J Rule, M Broughton, M F Newman, R Wright (Clerk), Mrs M A Wright.

**Apologies for Absence** Lorna Parker

The Clerk mentioned that Natural England had replace A Bowley with Philippa Crooke and investigations would be made to ascertain whether they wished to appoint a representative.

**136/16 a) Appointment of Chairman**

Resolved – That J R Papworth be appointed Chairman after being duly proposed and seconded. Mr Papworth then completed his Declaration of Acceptance of Office.

**b) Appointment of Vice Chairman**

Resolved- That S D Papworth e appointed Vice Chairman after being duly proposed and seconded. Mr Papworth then completed his Declaration of Acceptance of Office.

**c) Appointment of Internal Auditor**

Resolved that Ivan Cooper an Ex Finance Officer with Fenland District Council is duly appointed as the internal Auditor for the Commissioners for the financial year 2016/2017.

d) The Clerk reported that Huntingdonshire District Council had re-appointed Mr M F Newman as their representative.

**137/16 Confirmation of Minutes**

Resolved that the minutes of the Meeting held on 14th May 2015 were correctly recorded and that they be signed as being a true records.

**138/16 Matters Arising**

a) Old Pump House – Further to minute 101/13(a) – The Chairman reported upon the future of the Old pump house building. No progress with its disposal had been made and it was inspected on a regular basis. It remained a building of interest as several people were keen to have a look around. S Papworth reported that Badgers were still present on site along with Owls. The Clerk reported that Badgers were becoming a major issue with Drainage Authorities and restrictions upon works near and around Badger sets hindered several authorities. The Environmental Officer, C Carson would be contacted to ascertain the up to date position.

**139/16 Great Fen Project**

A report from the Great Fen had been received but related to projects in the Holmewood & District drainage area. The Chairman reported that no major works had been undertaken over the past year.

### **140/16 Maintenance of Channels**

- a) The Chairman reported that 48 hours of flail mowing and 45 hours of slubbing drains was undertaken in 2015/2016 at a cost of £1,746 and £1,620 respectively. The Commissioners used D & J Papworth & Co as drainage contractors and agreed that the flail mowing charge should be increased from £36 to £37 per hour. If a new machine was to be purchased the fee would be re-viewed.
- b) The Commissioners considered works for 2016/2017. Resolved – that the section near to point 17 that was not completed in 2015/2016 be undertaken and the material carted away. No further slubbing works were envisaged but the whole of the district was to be flailed.

### **141/16 Pumping Station**

- a) Breakdown – The Chairman reported upon the operation of the pump following its breakdown. He felt that it was more efficient. The hours pumped for the year rose from 20472 to 20,846. J Rule felt that combined with the work on the flap valve the retention of water was improved.
- b) D & J Papworth & Co laid road planings costing £272.62 and digger work around pump costing £324.00
- c) Vulcan Inspection Services – inspected centrifugal pump and motor, control panel and Gearbox – No Defects were reported.
- d) The Clerk reported that a new Electricity agreement with SSE had been agreed up to 31<sup>st</sup> July 2019.
- e) The Chairman proposed that the roof needed to be sorted as it was in a poor state. Resolved – that S Papworth contacts Roof Tec and J Rule Cambridgeshire Flat Roofing for quotes to replace/repair.

### **142/16 General Matters**

- a) Planning - The Clerk reported that the Consulting Engineer had dealt with no planning applications.
- b) Risk Management  
The Clerk reported upon the risk management assessment and a review of the systems of internal control and that a review of the Board's insurance cover has been made: - In accordance with Defra/ADA the Commissioners reviewed Standing Orders, Financial Regulations, Systems of Internal Control and all other existing policies and procedures. The Clerk presented a Water & Flood Awareness course to members.

Resolved – that no alterations were required to Standing orders, Financial Regulations and Systems of Internal Control.

c) DEFRA

Amalgamations – The Clerk reported that no further developments have been made.

d) ADA – The Clerk reported upon the recent Flood event held at the Peterborough Show Ground.

e) Banking – The Clerk reported that the bank balance at Barclays Plc as at 31<sup>st</sup> March 2016 stood at £40,340.11.

f) Water Abstraction – The Clerk reported upon the Variation of Licence P J & P Davies to include reaches within the drainage district. (The Chairman declared an interest and took no part in the discussion)

**143/16 Payments** – The Commissioners considered and approved payments for 2015/2016, Vouchers 1 – 21 £16,415.26 inclusive of vat

**144/16 Annual Accounts 2015/2016**

a) The Commissioners approved the Annual Governance Statement as detailed in the Annual Return for the year ended 31<sup>st</sup> March 2016

b) The Commissioners approved the Accounting Statement for the year ending 31<sup>st</sup> March 2016 as contained in the Annual return.

c) The audit of the 2015/2016 accounts will be advertised on or before the 5<sup>th</sup> June and the accounts are available for inspection from 6 June to 15 July 2016.

d) The Clerk reported External Auditor reported upon Assets should be recorded at their original cost (or a proxy such as insurance value). Also a reconciliation between the section 48 notices was not initially provided. 2014/2015 accounts

e) The Internal Auditor's report on the 2015/2016 accounts was circulated and adopted.

**145/16 Estimates of Income and Expenditure**

The Commissioners considered and approved the estimates of Income & Expenditure for 2016/2017

The payment of the Clerk's fee for 2015/2016 was £2,650 and was increased to £2,800 for 2016/2017.

The payment for looking after the pumping station for 2015/2016 was £850 and was increased to £900 for 2016/2017

The Commissioners made a surplus of £7,882.99 mainly as a result of the insurance claim being accepted in total which equated to a rate of 12.8p.

#### **146/16 Rates and Levy Requirement**

Under Section 37 of the Land Drainage Act 1991, the appropriate proportions in which the net expenditure of the Commissioners must be borne for 2016/2017: -

- |    |   |        |
|----|---|--------|
| a) | Proportion to be borne by Agricultural Sector | 96.22% |
| b) | Proportion to be borne by Special Levy issued |        |
|    | To Huntingdonshire District Council           | 3.78%  |

In 2016/17 a rate of 1p together with corresponding special levy would raise £612.98  
The estimated net expenditure of £14,785 in 2016/17 is equivalent to a rate of 24.12p  
S Papworth proposed a rate of 20p to allow for part of the surplus made to off-set current expenditure. It was duly seconded and resolved that the Commissioners levy: -

- a) A rate of 20 p in the £ on agricultural land and buildings to raise £11,796.20
- b) A special levy on Huntingdonshire District Council of £463.40

**Date of next meeting**                      May 2017

The meeting closed at 12.10.