

Minutes of a meeting of the Whittlesey & District Internal Drainage Board held on Tuesday 7th February 2017, at the Town hall, Market Street, Whittlesey at 2.30 pm.

Present R Brown (Chairman), D M Band, D Beaton, M Fisher, R W Fletcher, Cllr D Laws, Cllr C Boden, C Saunders, T Martin, R Easton, J Fountain, M Sweet, Cllr D Mason, P Tingey, H Whittome, Cllr D Watts, R Wright (CEO), R Price (OE)

Apologies for absence P Bradshaw, A Cade

The CEO reported that Farcet Farms had sold the land within the district and Ruairi Hollins is now working as an Agronomist outside the drainage district. It was agreed that an approach be made to Ian Stanley to see whether he was prepared to be co-opted onto the Board.

WD212/17 Lee-Dickens Ltd – Sitewatch Telemetry System – Tony Meadows, Darren Bullock and Daniel Ding representing Lee-Dickens Ltd gave a presentation on the Sitewatch telemetry System. Tony Meadows gave a brief history of Lee Dickens who have in business over 50 years and have commissioned systems for South Holland IDB, water company, MOD etc. He explained how the system worked and the benefits that a telemetry system gave.

WD213/17 Confirmation of Minutes – RESOLVED – that the minutes of the Board meeting held on 8th November 2016 were correctly recorded and that they be signed as being a true record.

WD214/17 Matters Arising

a) Must Farm – Further to minute WD206/16(a) – The CEO reported that the Board had invoiced Forterra for the Consultants time (£600) plus Land Drainage consent fees (£150) and works to dig the new drain were anticipated sometime in 2017. Forterra had since paid the fee.

b) A605 Kings Dyke Scheme – Further to minute WD206/16(b) Lambert Smith Hampton have been appointed as Cambridgeshire County Council's land agents for the scheme. Cllr Boden reported that difficulties over land surveys, ground investigations and negotiations with landowners had delayed the scheme. However, a deadline had been fixed for 5th march and tenders would be issued and a June selection made so that works could commence in the Autumn with a possible opening in the summer of 2018. Talks with Network Rail were also progressing as the line would need to be closed whilst some works were completed.

c) Telemetry – Further to minute WD206/16(c) – The Chairman reported that Lee Dickens Ltd have been instructed to install and commission a Sitewatch telemetry system for the Board to monitor 14 Pump stations with cellular communication. The Sitewatch servers will be hosted, serviced and supported by Lee-Dickens. The Sitewatch package will provide both Text Message (SMS) and Email alerting, providing protection 24/7. The solution will utilise Midi8 Remote Terminal unit (16 digital, 8 analogue inputs and 4 digital outputs at a cost of £112,947. The Officers met with Lee Dickens and agreed upon the revised cost which was endorsed by the Finance & general Purposes member. The works should commence in April 2017.

- The revised quotation covers a Thin Client Licence for a single connection
- Removal of the 14 Telemetry UPS
- One Water \level to be monitored per pump station
- One Rain Gauge/Pulse Input Sub-board/ Temperature Sensor at manor Farm
- Review of travel costs, accommodation and subsistence
- Option b added. Recommendation for use of Analogue Signal Isolators.

d) Lords Farm – Further to minute WD206/16(e) The pump from Stuart Pumps Ltd a sed Pumpex K207 submersible drainage pump complete with 42kw, 400v electric motor was installed in December

by Speechley's at a cost of £280. Unfortunately, at the start of January a fault with the pump occurred and it has since been lifted and sent back to the suppliers. (A three-month warranty is in place) Roy Hales and Patrick Nightingale have attended at Lords and replaced the vacuum air pipe for pump priming system. The build-up of soil around the station has also taken place.

e) New Office – Further to minute WD206/16(f) – The OE anticipates that the new office should be installed by the beginning of February 2017. Fencing works still to be undertaken after the installation of cabin.

f) Piping drain opposite The Plough Ramsey Road – Further to minute WD206/16(h) OE to report that the cost of the pipes (£8k-£9k) may have made Mr McPartlyn to re-consider the works.

g) Network Rail – Anglia (Cambs) Level Crossing Reduction Strategy - Details regarding closure of crossings had been received and would affect one at Cross Drove and Benwick Road. Proposals to close would mean a diversion of footpaths and one being alongside drain 20-23 at Wype Road.

RESOLVED – that more details be obtained and Network Rail be reminded of the byelaw restrictions.

WD215/17 Operating Engineer

a) The drain work programme for the 2016 drain works has been completed.

Preparation of the 2017 works are in hand – Slubbing sections 38 – 82 Whittlesey & Kingsland area. Slubbing North Western section (former Whittlesey & Farcet) from points 34 – 316 – 329 to Micklewaite.

Weed cutting the whole of Glassmoor & Mereside area.

Flail mowing the whole of the drains to be slubbed and one side where weed cutting is to be undertaken.

b) The Operation Engineer submitted his report.

c) Land Drainage Contractors – With the proposed new working arrangements it was agreed that the F&GP Committee would investigate the availability of contractors' and look at existing procedures.

WD216/17 General Matters

a) Planning – Applications dealt with by Consulting Engineer were presented and reference made to the fact that IDB's were not consultees in the planning process. Cllr Laws agreed to investigate the position. The CEO reported that with the Middle Level Commissioners reviewing how they deal with applications now meant that the Board were not aware of developments for several months after the application had been made. Improvements to how planning was actioned needed to be implemented and would be investigated by the F&GP Committee.

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 were all considered and no action at this point was required.

The CEO reported that the insurance cover for the Board would be reviewed in March/April. The question of the new telemetry equipment being included would be referred to the insurers once installed.

Health & Safety continues to be monitored and reviews made in line with the OE working practices. Pumping stations were being cleaned and new bait boxes installed rather than open pack bait bags.

Contractors were vetted when undertaking works for the Board and Lee- Dickens Ltd would be presenting Risk Assessments and method Statements prior to undertaking any works.

c) Discharge Consents/Consents

No 44 Grangewards King Delph Drove – access culvert

Application for consent to discharge treated sewerage effluent from development at Whitehall Farm, Farcet Fen was being considered and details were awaited from the EA. Works within the nine-meter maintenance strip were planned but would not impact upon existing working arrangements.

d) Defra /EA/ADA

Water abstraction G R & P Easton vary abstraction reaches from 65 and 10 points to an additional 23 new reaches and remove 11 of the existing points and reaches. No increase to the abstraction quantities.

e) The Pension Regulator – automatic enrolment – staging date 1 February 2017 – The Board need to choose a pension scheme and start declaration of compliance. The OE to give details to the CEO of his preferred pension scheme. The F&GP Committee to investigate once received.

f) SSE – The CEO reported of new metering contracts for five years at £100 per annum at Beggars Bridge, Conquest Lode, Glassmoor Bank, Lords Farm, Plantation Farm, Tebbitts Bridge, Underwoods and a new two-year contract with Haven power for Ramsey Mereside

g) IAD Smith CEO Middle Level Commissioners – The CEO reported upon a letter received from Ian thanking the Board for the retirement gift. The Chairman suggested that a letter be sent to David Thomas congratulating him on his appointment as the CEO.

WD217/17 Payments – The Board considered and approved the following payments:

Voucher 119 ADC (East Anglia) Ltd – jetting culvert	£1,056.00
Voucher 120 M J Blackwell – work at stations	£735.08
Vouchers 121-152	£196,607.10
Vouchers 153 – 177	£31,209.90
Voucher 178 Lee Dickens Ltd – Site watch Telemetry System	£25,751.92
Voucher 179 ADC (East Anglia) Ltd – jetting culverts	£2,112.00
Voucher 180 P J Thory Ltd – drain works	£627.00

WD218/17 Income & Expenditure

a) The CEO reported upon income for 2016/2017 of £264,413.24. He also confirmed that saving accounts with Shawbrooks and the Cambridge & Counties each for £75k had been opened in accordance with earlier instructions.

b) The CEO reported upon expenditure for 2016/2017 of £227,202.40. He referred to additional payments to PJ Thory that increased drain works to £41,826.50 and ADC jetting to £9,680 making a revised total of £227,202.40

Cllr Boden asked about the telemetry Payments and whether they should be shown as Capital items and not in Income & Expenditure. The CEO explained the current situation and Cllr Boden would view the Annual accounts with interest.

WD219/17 Dates of next meetings - 2017 – Town Hall, Market Street, Whittlesey at 2.30pm were confirmed as 6th June & 7th November.

The Chairman thanked members for attending, the OE for the work he had undertaken and the CEO for his presentation of the budget.