

Minutes of the meeting of the Welland and Deepings Internal Drainage Board held at Deeping House, Welland Terrace, Spalding on Thursday 4<sup>th</sup> February 2016 at 11.00 am

- \* G R Aley
- \* A J Branton
- \* W D Branton
- \* M H Bratley
- \* R Broughton
- A Casson
- K C Caswell
- R Clark
- \* M Cooper
- \* P Coupland
- \* P Dilks
- S J Dobney
- \* T W Franks
- J F W Holdich OBE
- \* Mrs C J Lawton
- \* Mrs A Newton
- \* T C Purlant
- G W Sly
- Mrs J Smith
- \* Mrs E J Sneath
- \* B Tidswell
- \* J Ward
- \* P N Watts MBE
- \* E J Whitfield
- \* Ms R Woollie
  
- \* Present

In Attendance:                      Mrs K Daft                      Chief Executive  
                                                 N Morris                      Operations Engineer  
                                                 J Boden                      Assistant Engineer

**09/16            APOLOGIES**

Apologies were received from Mr Casson, Mr Caswell, Mr Clark, Mr Dobney, Mr Holdich, Mr Sly and Mrs Smith.

Apologies were also received from Mr A Branton, Mr W D Branton, Mr Tidswell and Mr Whitfield for their having to leave the meeting at 11:30 am to attend a funeral.

**10/16            DECLARATIONS OF INTEREST**

Mr W D Branton and Mr A Branton declared an interest in planning application number H03-1091-15 on page 25 of the Engineering Report.

**11/16            TO CONFIRM MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on the 1<sup>st</sup> October 2015, a copy of which had been circulated, were signed by the Chairman as a true record.

**12/16            MATTERS ARISING FROM THE MINUTES**

**12/16/01**

Mr Broughton extended his apologies for not attending the previous Board meeting and for not giving notice.

#### **12/16/02 Insituform Visit**

The Assistant Engineer advised members that the Insituform visit would be rescheduled for June/July this year.

#### **12/16/03 Risegate Eau – Kier May Gurney Rail**

The Chief Executive reported that a legal agreement had been drawn up by solicitors in January this year in respect of Kier May Gurney Rail's agreement to pay the Board £210,000 plus legal costs for remedial works to be carried out to the bridge. The Chief Executive further advised that no monies had yet been received by Kier May Gurney Rail, despite chasing.

#### **12/16/04 Proposed Extension at 5 Low Gate, Surfleet**

The Operations Engineer reported that the original plans for 4.4 metres byelaw distance had been revised to 8 metres byelaw distance, and had been resubmitted. The 8 metre distance was deemed acceptable.

#### **12/16/05 New Members Tour**

The Chief Executive advised that an induction tour for new Board members would be arranged at a convenient date. Interested parties would be contacted.

### **13/16 RECOMMENDATIONS ARISING FROM THE MINUTES OF THE FINANCE COMMITTEE HELD ON FRIDAY, 15<sup>TH</sup> JANUARY 2016**

The Chairman presented the unconfirmed minutes of the Finance Meeting of the 15<sup>th</sup> January 2016. Apart from the following, there were no matters arising.

#### **13/16/01 Cross Drain 0.3586 ha Agreement no 500068 Change of Use – Mr Baxter**

It was RESOLVED that Mr Baxter be offered the land on a commercial tenancy. Mr Baxter would be required to pay all legal and valuation costs in setting up the revised tenancy agreement.

### **14/16 TO SEAL THE RATE FOR 2016/17**

The Chief Executive presented the rates estimates for 2016/17 to the Board. It was RESOLVED that the rate be set at 11.10p in the pound (zero increase).

### **15/16 ENGINEERING REPORT**

The Engineer and Assistant Engineer presented the report to the Board. Matters arising from the report:

#### **15/16/01 Bourne South Fen Pumping Station**

Pump No 1 penstock sluice valve is to be replaced this year.

### **15/16/02 Wygate Park, Pennygate Drain Relining Work**

The third phase of the Board's Pennygate Drain relining will commence on 15<sup>th</sup> February, with works taking a maximum of two weeks. Local residents have been notified by letter-drop. The Board expressed their thanks to the Engineer and Assistant Engineer for advising those residents who are likely to be affected by these works.

### **15/16/03 Office Front Car Park**

A planning application to resurface the front car park had been submitted and approved by South Holland District Council (including Listed Building Consent). Preliminary investigations of the potholed car park revealed an underground cellar with a brick arch top beneath the tarmac surface; this brick arch top was collapsing, causing the ground above to sink. The cellar has now been infilled, and the car park will be resurfaced to match the neighbouring property.

### **15/16/04 Sutterton**

There are several sites around the water tower at Sutterton that are being developed by different companies, with developers intending to discharge surface water into a small riparian drain that discharges into the Board's Sutterton Pools Drain.

Concerns had been raised when it seemed there was little in the way of securing future maintenance.

It was agreed a proactive approach should be adopted to ensure that residents, both existing and new, would be protected.

The Operations Engineer explained the optimum approach would be to increase the Board's responsibility by taking on the remainder of the drain and digging a new section to connect with the sites adjacent to the water tower. The new section would then be more than capable of dealing with any surface water from the developments.

Permission is currently being sought to proceed with the improvement scheme. The Board approved in principle the proposed improvement scheme, adoption of the new section of drain and application of a 6 metre byelaw distance to it.

### **15/16/05 Vernatts Sluice**

Repairs are required to the block work, timber deck and door No 1 and detailed investigation works will enable quotations to be more accurately given.

### **15/16/06 Health & Safety**

The Construction Design & Management (CDM) refresher course hosted by the Board was well attended and proved successful.

**15/16/07 Changes to Board's policy on charging for surface water discharges**

Board approval was given to the Development Levies 2016 policy on consenting and charging for surface water discharges within the Board's area.

**16/16 FINANCIAL REPORT**

The Chief Executive presented the Finance Report for the period 1<sup>st</sup> April 2015 to 31<sup>st</sup> December 2015.

A typographical error in section "(a) Drainage Rates", was noted (2<sup>nd</sup> November 2016) and will be adjusted to read "2<sup>nd</sup> November 2015".

It was RESOLVED that the Finance Report be adopted.

**17/16 TO RECEIVE AND APPROVE THE RISK REGISTER**

The Chief Executive presented the Risk Register. It was RESOLVED that the Risk Register be adopted.

**18/16 TO RECEIVE AND APPROVE THE DOCUMENT RETENTION AND DESTRUCTION POLICY**

The Chief Executive presented the Document Retention and Destruction Policy. It was RESOLVED that the Document Retention and Destruction Policy be adopted.

**19/16 TO RECEIVE AND APPROVE THE REVISED FINANCIAL REGULATIONS**

The Chief Executive presented the Financial Regulations document for an early review. The only amendment made to the previous document is under Section D, "Annual Estimates": this is to now state "Such estimates will be presented to the Executive Committee ...". It was RESOLVED that the updated Financial Regulations document be adopted.

**20/16 TO APPOINT MEMBERS FOR THE CONSERVATION LIAISON GROUP MEETING HELD ON 26<sup>TH</sup> MAY 2016**

The Engineer informed members that the Conservation meeting would be held on Thursday, 26<sup>th</sup> May 2016. The following members expressed an interest in attending: Mrs E Sneath, Mrs C Lawton, Mr P N Watts, Mr B Tidswell, Mr R Broughton and Mr J Ward. Absent members would also be contacted.

**21/16 ANY OTHER BUSINESS**

**21/16/01**

The Chairman informed the meeting that the Chief Executive had served on the ADA National Committee for the maximum three years, and had now been asked to serve on one of the ADA working groups.

**21/16/03 Council Tax for Internal Drainage Boards**

Mr P Coupland requested the issue of Council Tax for IDBs be discussed at the next Board meeting.

There being no further business, the meeting was closed at 12:58pm.

Chairman