

## **MARCH THIRD DISTRICT DRAINAGE COMMISSIONERS**

At a Meeting of the March Third District Drainage Commissioners  
held at the Middle Level Offices, March on Thursday the 4<sup>th</sup> May 2017

### **PRESENT**

R F Manchett Esq (Chairman)  
D W Dunham Esq

Mrs G A M Siggee  
M A Wilkinson Esq

Miss Lorna McShane (representing the Clerk to the Commissioners) and Mr Morgan Lakey (representing the Consulting Engineers) were in attendance.

### **Apologies for absence**

Apologies for absence were received from M Cornwell Esq and S R Court Esq.

### **C.982 Declarations of Interest**

Miss McShane reminded the Commissioners of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any one of them.

Mr Wilkinson declared an interest in Agenda item 20.

### **C.983 Confirmation of Minutes**

### **RESOLVED**

That the Minutes of the Meeting of the Commissioners held on the 5<sup>th</sup> May 2016 are recorded correctly and that they be confirmed and signed.

### **C.984 Clerk to the Commissioners**

- a) Further to minute C.946, Miss McShane reported that Mr David Thomas had been appointed as Clerk to the Commissioners and she had been appointed Solicitor/Assistant Clerk.

Miss McShane reported that the Chairman had authorised a donation of £150 towards the gift to mark Iain Smith's retirement and that Mr Smith had asked that his thanks be passed on to the Commissioners for their generous contribution towards his retirement gift and would like it recorded that it had been a pleasure for him to serve the Commissioners and that he wished them all the best for the future.

- b) Changes to bank mandate

Further to minute C.968, Miss McShane reported that, as most of the invoices raised came through the engineering department, the Internal Auditor had advised that David Thomas should not be named on the bank account and that the Treasurer and Assistant Treasurer of the Middle Level Commissioners should be the officers authorised to make

payments of authorised accounts and that in pursuance of minute C.968, the Chairman had authorised the appropriate changes to the mandate.

#### RESOLVED

- i) That the action taken be approved.
- ii) That the donation to mark the retirement of the Clerk to the Commissioners, authorised by the Chairman, be approved.

#### C.985 Appointment of Chairman

#### RESOLVED

That R F Manchett Esq be appointed Chairman of the Commissioners.

#### C.986 Death of Mr Arthur Wilkinson

Miss McShane referred to the death of Mr Arthur Wilkinson on Sunday the 3<sup>rd</sup> July 2016.

She reported that Mr Wilkinson had served as a Commissioner for 65 years until his retirement in May 2014 and for much of that period he acted as District Officer or Joint District Officer.

Members stood in silence as a mark of respect for Mr Wilkinson.

#### RESOLVED

That the Board's appreciation of the services rendered by Mr Wilkinson be recorded in the minutes.

#### C.987 Land Drainage Act 1991 Fenland District Council

Miss McShane reported that Fenland District Council had re-appointed Councillors M Cornwell and S R Court to be Commissioners under the provisions of the Land Drainage Act 1991.

#### C.988 Amalgamation

Further to minute C.949, Miss McShane referred to the Clerk's letter to the Chairman of March Fifth DDC dated 9<sup>th</sup> May 2016.

Miss McShane reported that at a meeting held on the 14<sup>th</sup> September 2016, the Chairman and Vice Chairman of March Fifth DDC, Iain Smith (former Clerk) and Robert Hill, Treasurer had discussed the matter further. It had been suggested that, given the membership numbers and ages of both March Third and March Fifth DDC's, those Commissioners might not be viable after a few years and there could be merit in also including March Sixth DDC. Miss McShane advised that differential rating for all three areas could also be investigated.

Miss McShane advised that following that meeting, the Chairman and Vice Chairman of March Fifth DDC had agreed to discuss the position further and to speak with members of the other Boards, however due to the Chairman's ill health, no further action had been taken.

#### RESOLVED

That further consideration be given to amalgamation with March Fifth DDC and the views of March Sixth DDC also be sought.

#### C.989 Water Framework Directive

Further to minute C.950, Miss McShane reported that there had been no further developments, apart from Mr Paul Sharman being appointed as the IDB representative following the retirement of Mr Iain Smith, but advised that, due to the Environment Agency no longer being able to support it, the River Basin Liaison Panel had since been disbanded. She also reported that the Clerk was satisfied that there were other partnerships in place and would continue to update Members when required.

#### C.990 Water Transfer Licences

Further to minute C.951, Miss McShane reported that ADA had met with Defra officials, including Sarah Hendry, on the 11<sup>th</sup> October to discuss the Water Transfer Licences and it appeared that the Minister was keen to avoid over regulation. ADA had proposed certain points to Defra, including that ADA would hold one licence for the industry or that the opportunity should first be given for the information which the Environment Agency allege that they do not have to be provided other by regulation but perhaps through a form similar to the present IDB1. Defra officials had, it was understood, agreed to consider these proposals.

Miss McShane gave a brief update on the current position in relation to proposed licensing changes and made it clear that unnecessary bureaucracy and unfair charging would be resisted.

#### C.991 Purchase of new trailer

Further to minute C.954(ii), the Chairman reported that a new hydraulic trailer had been purchased from G & J Peck at a cost of £4,480.00 + VAT .

The District Officer reported that he had been approached by the Chairman concerning the old trailer, and after making enquiries as to its likely value, had agreed for the Board to sell it to the Chairman for £350.00

#### RESOLVED

That the actions taken by the Chairman and District Officer be approved.

(NB) - The Chairman declared an interest when this item was being discussed.

### C.992 Cannon Kirk

Further to minute C.954(iii), Miss McShane reported that there was no further information regarding the progress of the planning application for residential development.

She advised that discussions were continuing with the Developer and the Highways Authority for an acceptable highway solution and that further information would be provided if the scheme progresses.

It was noted that if the Cannon Kirk development was not progressed no attenuation pipe would be provided as part of the scheme.

### RESOLVED

That the situation be monitored and an update be provided at the next meeting of the Commissioners.

### C.993 Rentals of Pillards Corner, March

- a) Consideration was given to whether any change was appropriate in the levels of rental obtained for the Commissioners' land.

### RESOLVED

- i) That no change be made to the current rentals.
- ii) That the Assistant Clerk review the current tenancies.
- b) Surrender of Agricultural Tenancies – Mr M A Wilkinson

Miss McShane reported that Mr M A Wilkinson wished to retire from farming and to give up his tenancy after the 2017 harvest. The Chairman had agreed providing that Mr Wilkinson remained liable for any shortfall in rent from any new letting during what should have been his notice period.

Miss McShane reported that Maxey Grounds & Co would be instructed to invite tenders for the land.

### RESOLVED

That the Assistant Clerk be authorised to formally instruct Maxey Grounds & Co to proceed with the tendering of the land for agricultural purposes.

### C.994 Consulting Engineers' Report

The Commissioners considered the Report of the Consulting Engineers, viz:-

## March Third D.D.C.

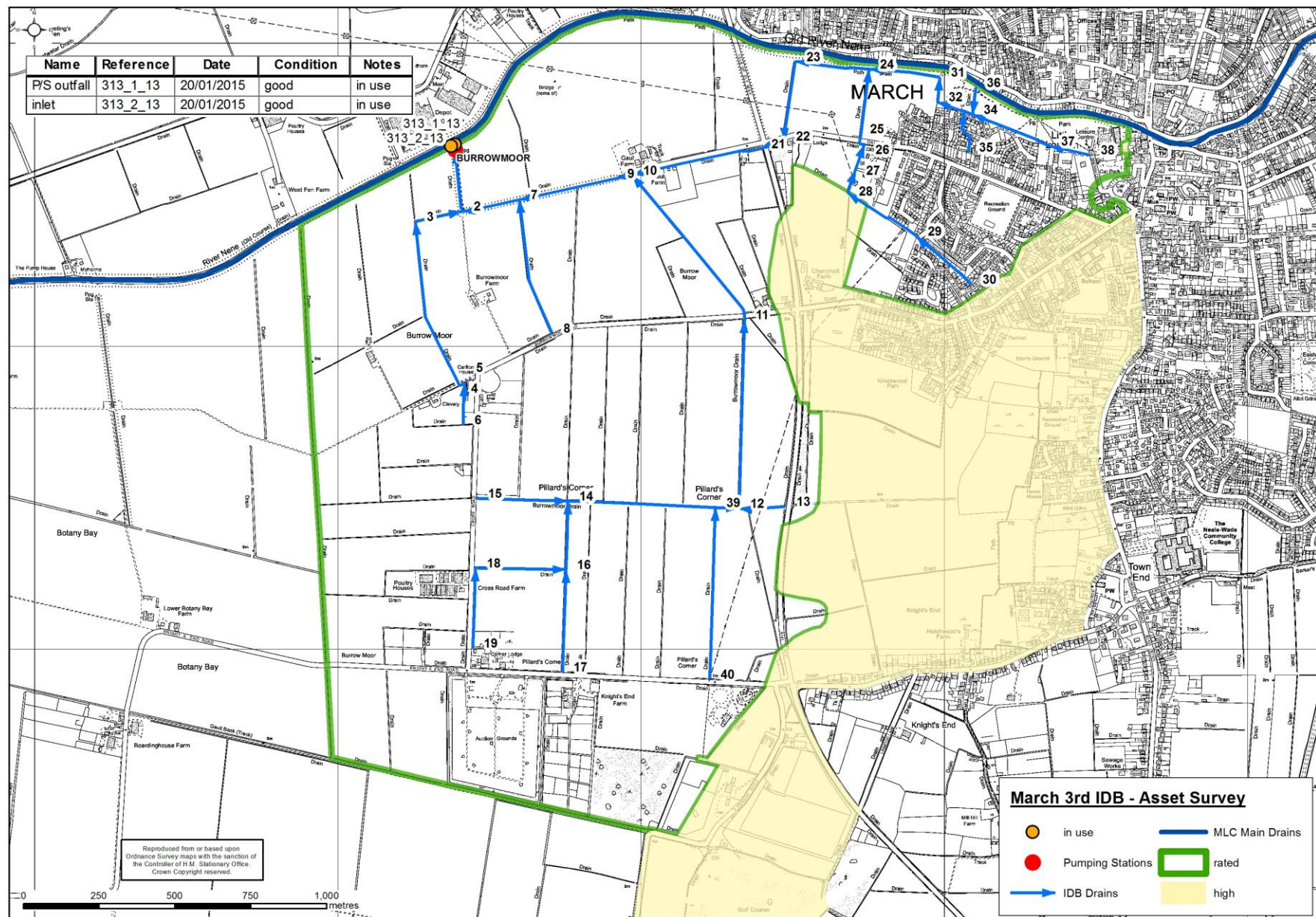
### Consulting Engineers Report – April 2017

#### Health & Safety

A neighbouring Internal Drainage Board (IDB) has recently had an occurrence in which a dog ended up trapped between a weedscreen and a pump. This happened at an unmanned pumping station. The dog's owner entered the pump intake area to secure the rescue of the dog and it was fortuitous that an automated pump start did not occur. However, this is perhaps an opportune reminder that members of the general public and even the emergency services are not necessarily aware of the risks posed at such installations. It is recommended that all such sites have reasonable protection from entry and also have signage indicating the risks and who should be contacted in an emergency. It is therefore recommended that the Commissioners review their sites and the Middle Level Commissioners' engineers will be happy to assist if required, for example by supplying a sample draft signage template or by giving specific advice on what can be done at a particular site.

#### Asset Survey

As an essential part of our work in seeking to reduce flood risk, the Middle Level Commissioners (MLC) have surveyed all MLC and third party owned penetrations through MLC river banks and embankments and recorded and uploaded these to our GIS (Geographical Information System). The condition and likely continuing use or otherwise of these penetrations (generally pipes or culverts) has been assessed. Below is a table of those recorded as being owned by or the responsibility of the Commissioners. Where an asset's condition is recorded as requiring attention, an increased flood risk is likely to exist and the Commissioners are asked to consider carrying out suitable remedial works. Where an asset is redundant but currently in a reasonable condition it is recommended that the Commissioners consider putting plans into its future programme to remove it or otherwise carry out works that will ensure that there can be no future risk of a leak through the bank. **As part of the Commissioners' system is also embanked, the Commissioners should consider a like assessment of its own embankments to assure itself of their integrity and ascertain the need for any work, whether by the Commissioners or a third party, which may be similarly required.** Should the Commissioners wish for a similar exercise to be carried out on their own district assets this can also be arranged. Such a survey would assist the Commissioners with future budgeting in ensuring that smaller but strategically/locally important assets such as culverts, slackers and adjustable and fixed weirs are not overlooked.





## **Weed Control and Drain Maintenance**

The maintenance works carried out last year generally accorded with the recommendations approved by the Commissioners' at their last annual meeting.

Whilst drain levels were lowered for programmed bank trimming works to reach 2-9, it was noted that there was a considerable build up of sediment restricting water flows to the pump. With the Chairman's and District Officer's agreement, reach 1-2-7-9 was included in the machine cleansing programme for the year. The arisings from the machine



**Machine cleansing & bank trimming arisings, reach 2-7**

cleansing and bank trimming works along reach 1-2-7 will require spreading and incorporating into the adjacent farmland following harvest this year. A provisional sum has been included within the estimated costs to allow for these works to be undertaken.



**Maple tree on eastern bank reach 26-27**

Following several failed discussions with the developers regarding the Commissioners' watercourse on the east of Gaul Road, reach 26-27, the Chairman requested a Maple tree, the developers had previously agreed to remove, be taken down using MLC direct labour, allowing sufficient access for drain maintenance along reach 27-28-29 to the west of the electric substation. Due to the ongoing development at the site, and restricted access at the time the

programmed machine cleansing was undertaken, bank revetment works required on reach 26-27 were postponed and will be included in this year's programme. A provisional sum has been included in this year's estimate to allow for this work to be undertaken.

A report from Fenland District Council (FDC) revealed several bags of household refuse has been dumped in the Commissioners' drain, reach 18-19. The debris was removed from the channel by MLC labour. An ongoing agreement with the FDC Rapid Response team allows for debris to be removed from the site, free of charge.



**Fly tipping reach 18-19**

A Roundup herbicide application was made to reaches in advance of the programmed machine cleansing works, and to other district drains where it was required to control dense reed stands and emergent aquatic vegetation.

The Commissioners' flail mowing requirements were undertaken by Messrs G Ashman last year. They have indicated that they are available to undertake the Commissioners' flail mowing requirements again this year. A sum has therefore been included within the estimated costs for flail mowing of district drains to be undertaken this year.

A recent inspection of the district drains has been undertaken, and shows the majority are being maintained to a good standard, and are in a generally satisfactory condition.

### **Drains to the West of the Bypass**

The inspection highlighted that the drains to the west of the bypass are in a satisfactory condition. At this early time in the growing season there is some evidence of *filamentous algae* (cott) growth and further inspections will be carried out later in the year to identify any areas that may require machine cleansing following the harvest of the adjacent crops. Historically late occurring algal blooms have been problematic and required clearing from the Commissioners' drains to the west of the bypass later in the season. A provisional sum has been included within the estimated costs to allow for any cott cleansing work that may be required.

The inspection also revealed sporadic stands of common reed and *typha* (bulrush) distributed throughout reach 9-10-11-12. It is recommended this reach is treated with an application of Roundup herbicide followed by machine cleansing, to remove the emergent vegetation and any accumulations of silt that may be present.



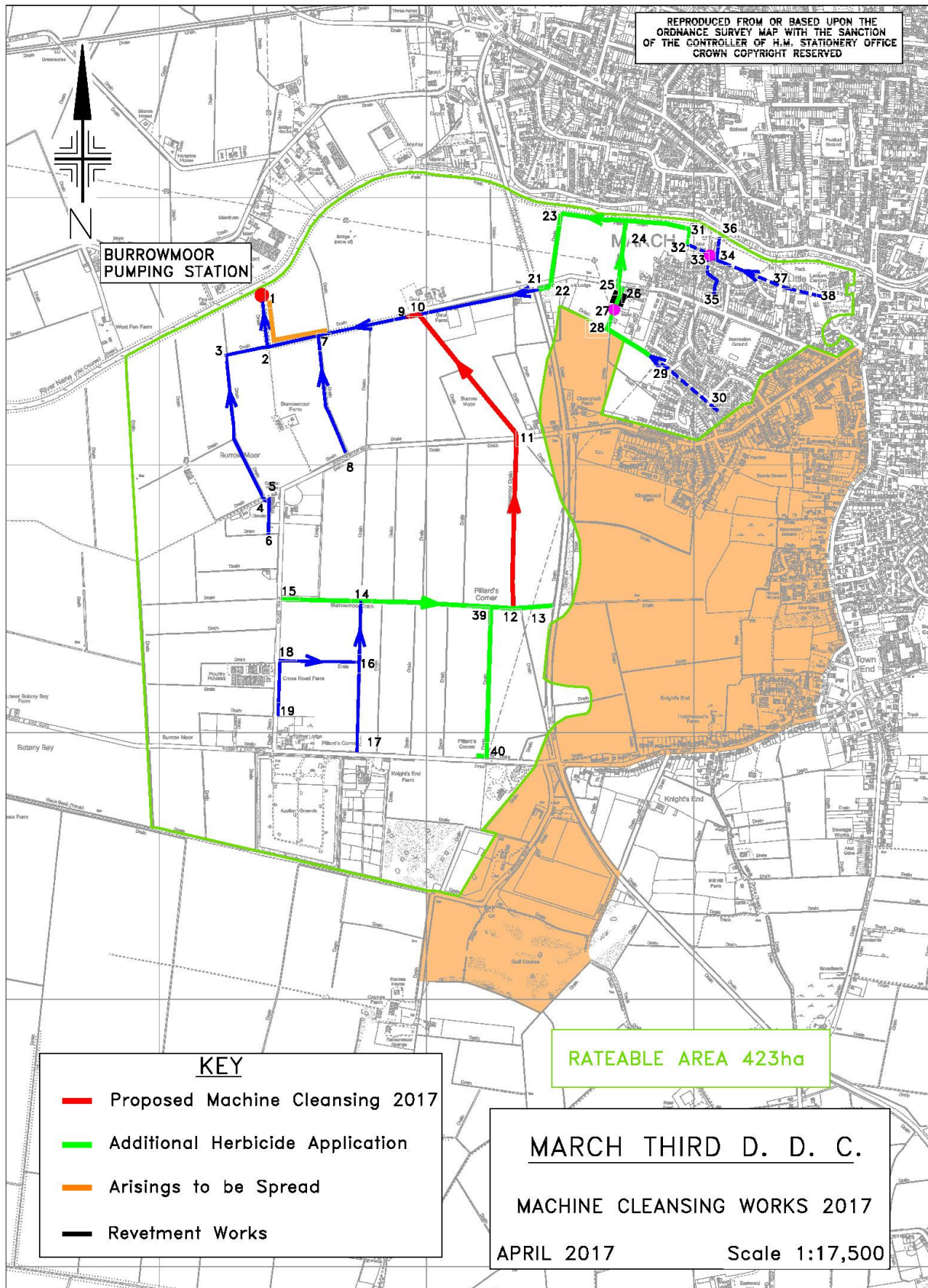
Reach 10-11

### **Drains to the East of the Bypass**

The district drains to the east of the bypass remain in a satisfactory condition. However, as in previous years, an early season infestation of watercress is evident along the semi-dry Gaul Road drains, reaches 21-22-23-24-31-32 and 24-25. It is recommended that both reaches are treated with an application of Roundup to control the emergent weed growth throughout the warmer summer months.

A further provisional sum has also been included to allow for any emergency bank repair, culvert clearance or debris removal and disposal works that may be necessary later in the year.





The estimated cost of this year's recommended Weed Control and Drain Maintenance works is as follows. Please refer to the site plan on the previous page for locations.

1.	<b><u>Provisional Item</u></b> Spread arisings reach 1-2-7	Item	Sum	1200.00
2.	<b><u>Provisional Item</u></b> Bank Revetment works Gaul Road Reach 26-27	Item	Sum	1000.00
3.	<b><u>Provisional Item</u></b> Allow sum for cott clearance or emergency machine cleansing works	Item	Sum	2000.00
4.	Machine Cleanse Reach 9-10-11-12	Item	Sum	1500.00
5.	Flail mowing district drains	Item	Sum	2000.00
6.	<b><u>Provisional Sum</u></b> Allowance for emergency bank repair, culvert cleansing works or debris removal/disposal works	Item	Sum	750.00
7.	Allow sum for Roundup application to reed and emergent weed	Item	Sum	500.00
8.	Fees for inspection, preparation and submission of report to the Commissioners, arrangement and supervision of chemical applications and maintenance works	Item	Sum	850.00
<b>TOTAL</b>				<b>£ 9,800.00</b>

Orders for the application of herbicides by the MLC are accepted on condition that they are weather dependant and will not be held responsible for the efficacy of any treatments applied.

### **Pumping Station**

Other than the matters described below, only routine maintenance has been carried out since the last meeting and the pumping plant is mechanically and electrically in a satisfactory condition.

The no 2 pumpset motor winding resistance dropped to a low value but has improved since being set to be the duty pump. The situation will be monitored.

### **Telemetry**

In accordance with the Commissioners' instructions at their last meeting, for a quotation for a telemetry outstation, the following specification was prepared and issued to our telemetry provider Oriel Systems whose outstation could of course be integrated into the MLC system and provide remote control functions, voice alarms and status. Access to a web viewer on a PC, Tablet or a

Smartphone could also be made available, together with piping alarms to the pump attendant's phone.

### ***Telemetry System Specification***

This specification is for the supply and installation of an Oriel Systems Awax telemetry outstation. The unit is to be wall mounted adjacent to the existing control system enclosure and shall be arranged to remotely monitor the status of the pumping plant and the automatic weedscreen cleaner via GPRS communications. It shall be fitted with control algorithms and the necessary output relays to provide automatic control of the pumps from the 4-20 mA output of the existing upstream Pulsar ultrasonic weedscreen cleaner device. Remote manual override and adjustment of the start and stop set points and time control bands shall also be included.

An optional cost for the supply and installation of an additional ultrasonic device to monitor the downstream river level and a rain gauge with the necessary alarm handling is also to be included but these costs, together with those associated with installation, will be paid for by the MLC.

The contractor is also to include for connection to the MLC Masterstation and satellite systems, together with provision of updated schematics and voice alarm handling.

The following parameters shall be monitored and incorporated into the outstation:

Three Phase Mains Failure	Digital Alarm
Pump 1 Operating	Digital Status
Pump 1Hours Run	Analogue Status
Pump 1 Mode	Digital Status (Auto/Off/Hand)
Pump 1 Failed	Digital Alarm
Pump 2 Operating	Digital Status
Pump 2 Hours Run	Analogue Status
Pump 2 Mode	Digital Status (Auto/Off/Hand)
Pump 2 Failed	Digital Alarm
Upstream Drain High Level	Digital Alarm
Upstream Drain Level	Analogue Status (metres)
Weedscreen Cleaner Running	Digital Status
Weedscreen Cleaner Hours Run	Analogue Status
Weedscreen Cleaner Failed	Digital Alarm

The original quotation from Oriel Systems was sent to the Chairman who authorised the placement of an order for the equipment.

However the electrical installation connections content of Oriel's quotation has now been removed as a lower price of £1600 was obtained from the original control panel manufacturer to carry out the work, a proportion of which will be borne by the MLC. Oriel has now provided the following updated lower cost quotation:



# Proposal and Quotation

## Project: Burrowmoor Pumping Station

Quote Reference Number	TP1842/C4/R2
Document Author	Matthew Sidnell R2 Jayne Lilley
Quote Date	11/04/2017
Validity Period	30 Days
Client Name	MLCIDB
Client Contact	Malcolm Downes
Terms and Conditions	TC-FIX-3

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# Oriell Systems Limited

## Introduction

This document (ref: TP1842/C4/R2) constitutes an offer to supply, to the named Client, goods, materials and/or services described herein. For execution of the work and supply of the contract deliverables, the Client is invited to submit a purchase order quoting the reference number TP1842/C4/R2.

## Background

This quote is made in response to detailed conversations and correspondence between the client and Oriell Systems engineers, technical staff and representatives.

## General Requirements

We have been asked to provide a quotation for the design, supply, installation and commissioning of a remote telemetry unit as per the specification received from Malcolm Downes regarding Project: Burrowmoor Pumping Station. The system will link to the MLCIDB Master Station and satellite stations, communicating via GPRS.

## Specification

The system to be supplied consists of the following specification:

Klippon Terminal Rail, and associated panel interconnections to be provided by 'Others' to Oriell specifications – to be tested prior to Oriell Systems arrival on site.

### Products

QTY	DESCRIPTION	NOTES
1	4000 Series Remote Telemetry Unit (RTU)	As per spec
3	8 x Analogue Input Modules	As per spec
1	16 x Digital Input Module	As per spec
1	GPRS Modem	As per spec
1	Misc Materials	As per site survey

### Engineer Allocation

Engineers will be allocated for software development and configuration and installation and commissioning according to the following schedule:

DESCRIPTION	QTY (DAYS)
Software Development and Configuration	2
Installation and Commissioning	2

This is a fixed price quote.

Please note that travel and subsistence are not included with the above price and will be billed separately.

## Options

The following optional extras are available, and are not included in the price section below.

### Hardware and Installation

QTY	DESCRIPTION	COST AND NOTES
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1	Ultrasonic Sensor 8m Span	£993.75 + ½ Day (£325)
Post Year 1 Monthly / Annual Costs		
DESCRIPTION	FREQUENCY	COST
RTU Data SIM	Annual	£32.00

## Schedules

### Delivery Schedule

Whilst time shall not form the essence of the project, the Company will endeavour to deliver according to the following schedule:

90 Days from Receipt of Official PO or signed Sales Order.

Please do not accept deliveries without the accompanying formal delivery note (or Q number in the case of e-mail deliveries).

### Testing Schedule

The following schedule of testing shall apply to the project:

TBC

### Payment Schedule

The following payment schedule shall apply to the project:

50% on order placement and 50% on completion

## Price

The price for the supply of contract deliverables is:

£6670.00 excluding VAT @ 20%, delivery and import duty if applicable.

Please note that this price is valid for 30 days from the date of this quote.

## Terms and Conditions

Oriel Systems Limited draws your attention to its standard terms and conditions of supply, detailed in document reference TC-FIX-3 (available on request), which shall apply to any contract formed on the basis of this document. No other document, or variation thereon, carries the same reference.

**No 1 Hours Run April 2016-April 2017 = 63**

**No 2 Hours Run April 2016-April 2017 = 126**

No 1 Hours Run April 2015-April 2016 = 140

No 2 Hours Run April 2015-April 2016 = 127

No 1 Hours Run April 2014-April 2015 = 113

No 2 Hours Run April 2014-April 2015 = 505

No 1 Hours Run March 2013-April 2014 = 235

No 2 Hours Run March 2013-April 2014 = 173

### **Eel Regulations**

The latest guidance suggests that spending of FCRM money on schemes just to facilitate eel movements will not be required. However, plans for improvements, modifications or replacement of structures which have been identified as a barrier to movement should be seen as a trigger for considering such works. There is a further test to be included and that is one of proportionately, ie the additional cost of eel passage should not be disproportionate to the overall scheme cost.

The IDBs and ADA have been pushing for further research to better understand eel movement and explore all options in relation to providing methods which would allow the mature (silver) eels to escape closed systems and hence travel to their breeding sites in the most cost effective manner. ADA has asked if IDBs would join with the EA in funding this project and so far the response has been positive. The Commissioners are therefore asked if they would wish to offer some financial support over one or two years. Other Boards have committed between £50 and £1000 for either one or two years.

### **Development within the Floodplain**

The floodplain, its definition, derivation and extents have been an issue not only for the Commissioners and associated Boards but other IDBs since its introduction. This has become of more concern since the elevated importance of the Sequential Test in the National Planning Policy Framework (NPPF).

The matter of development within the floodplain has been discussed at several sites within our areas of interest, and the Clerk to the Commissioners/Boards has advised that the definition and extents of a “floodplain” are matters for the planning authority to resolve with the relevant authority who prepared the hazard map, be it the Environment Agency (EA) for its various flood maps, the Local Planning Authority (LPA), for its SFRA, and/or the Lead Local Flood Authority (LLFA) for its SWMP. It is acknowledged that whilst there may be specific issues relating to future proposed aspects of

development within our catchment we will not oppose it simply because it is within the floodplain. The Commissioners/Boards have policy statements, available on the Middle Level website, which set out the Standard of Protection (SoP) that they will seek to provide, floodplain or not.

In short, the MLC and associated Boards do not agree with the generic content of the NPPF and argue that “The Fens” is a special case and should be considered as such.

The main purpose of an IDB is to aim to manage flood risk up to an appropriate SoP. Above this SoP there will be a residual flood risk which must be accounted for.

### **Internal Consultation with the Commissioners**

To ensure that our limited resources are maximised and to enable more timely responses to pre-/post-application consultation and applications for byelaw consent, and occasionally discharge consent, we have introduced a defined process of “internal consultation” between the MLC and the Commissioners, usually, but not always, with the Chairman and/or District Officer to seek the Commissioners’ comments and thus aid the decision making process.

Members are reminded that if a response, ideally in writing by post or email, has not been received within fourteen days from the request being issued then it is considered that the Commissioners do not wish to comment and are content for the MLC staff to process and make a recommendation on the respective consent application/discussion procedure based upon information to hand.

### **Changes to Planning Procedures Update**

The responses from these procedures have been positive and will continue for the foreseeable future, to be reviewed at a later date.

### **Pre- and Post-Application Consultation**

Despite an increase in the number of planning applications being processed and planning enquiries received it appears that the number of Pre-/ and Post-Application Consultation discussion requests has reduced over previous years. The reason for this is unknown but as detailed later in this report “developers” are failing to maximise the benefits of this procedure and the Boards/Commissioners are failing to encourage its use and thus are incurring unnecessary additional costs which could be paid by the developer.

### **Notes/Informatives on planning decision notices**

Following a concern raised by one of the Boards administered by the MLCs, a brief review of a random, yet representative, sample of planning application Decision Notices made by

Huntingdonshire District Council (HDC) that have primarily been granted in the last two years has been undertaken.

Many of the relevant decisions within HDC's area made during 2016, and to a lesser degree during 2015, relate to the Prior Approval of agricultural building to dwellings or Prior Notification applications which, on the whole, do not include conditions or refer to notes/informatives possibly because of the nature of the application. In a similar manner most of the other decision notices found did not, with a few exceptions, include notes/informatives either.

As a result a letter was sent during December to all the planning authorities that the MLC deal with, both directly and on behalf of its administered Boards/Commissioners, requesting that the use of informatives could be (re-) introduced on future notices "in order to make applicants aware of other consents which may be required in addition to Planning Consent and prevent them being in breach of the Commissioners' Byelaws"

It is understood that the principle of using notes/informatives on Planning Decision Notices is based on the Court of Appeal which remarked following the case of *Slough Borough Council v Secretary of State for the Environment and Oury* [1995] "The general rule is that, in construing a planning permission, regard may only be had to the permission itself, including the reasons stated for it."

The decision and its reason(s) is the primary document, with the informatives no more than non-binding additional information which lack a statutory basis. Planning Conditions, on the other hand, may impose mandatory requirements for the carrying out of development and have statutory authority.

The purpose of a note in respect of a condition is to provide the applicant with further information and an informative is to provide relevant guidance to the applicant without having to impose relevant conditions. The Planning Circular 11/95: use of conditions in planning permission advises how these can be used to bring the applicants' attention to certain matters, such as, reminding an applicant to obtain further planning approvals and other consents but should not establish mandatory requirements with which an authorised development must comply.

However, it is further understood that there are a limited number of exceptions to this rule which could lead to a challenge to the permission which may result in a decision being "quashed" but this is outside of our interest on this occasion.

#### Local Land Charges Register (LLCR)

As previously advised requests are made to the Local Planning Authority (LPA), when relevant, to make an entry on the LLCR to highlight that the requirements of the relevant authority have not been met. This process is providing results, particularly within the Fenland District Council (FDC) area, but



enquiries from other LPAs are low, however, these areas of interest are smaller than that of FDC and feature smaller urban areas.

Previously enquiries were only received from local Solicitors but more recently enquiries are also being sought from independent search providers who offer specialist conveyancing services, such as Index Property Information, who undertake local authority searches, drainage and water reports, environmental reports etc.

Whilst researching and processing such enquiries have cost and time implications it protects the parties involved and is believed to have been a significant contributing factor in moving forward a long standing issue associated with the Cardea development at Stanground to the west of the Commissioners' catchment.

#### Treated effluent discharges from Anglian Water Services (AWS) Water Recycling Centres (WRC) or from the Public Sewerage System

Developers are becoming increasingly aware of the Supreme Court's decision that any connection to a public sewer under Section 106 of the Water Industry Act 1991 or agreement to construct a public sewer under Section 104 of that Act also requires our consent where our systems would be affected. Therefore, in addition to any permission from the LPA, the EA and AWS, the consent of the Board/Commissioners is also required for the acceptance of any increased flows or volumes to our system. Such consent will not be given unless we consider that the discharge can be properly dealt with within our system and the costs of accommodating that discharge are met.

#### Planning Applications

In addition to matters concerning previous applications, the following 15 new applications have been received and dealt with since the last meeting:

<b>MLC Ref.</b>	<b>Council Ref.</b>	<b>Applicant</b>	<b>Type of Development</b>	<b>Location</b>
303	F/YR16/0169/F	March Town Bowls Club	Residence (Extension and alterations)	The Causeway, March
304	F/YR16/3033/COND	SPRINT 1124 Ltd	Residence	Kingswood Road, March
305	F/YR16/0275/F	Cannon Kirk (UK) Ltd	Signal controlled junction	Junction of Isle of Ely Way and Gaul Road, March*
306	F/YR16/0277/F	Construct Reason Ltd	Residential (6 dwellings)	Gaul Road, March
307	Enquiry	Millfield Developments (March) Ltd	Industrial	Gaul Road, March
308	F/YR16/0441/F	Partner Construction	Residential (94 dwellings)	Gaul Road, March*
309	F/YR16/0485/F	Mr Venni & Ms Walker	Residence (Extension)	Brewin Avenue, March

310	F/YR16/0467/F	Mr & Mrs A Brewer	Residence (Extension)	Knights End Road, March
311	F/YR16/0503/AG1	Griffins Roses	Agricultural	Burrowmoor Road, March
312	F/YR16/0722/F	Mr M Constable	Residence (Extensions)	Knights End Road, March
313	F/YR16/0770/F	Mrs P Young	Residential (2 dwellings)	Gas Rd, March
314	F/YR16/0841/F	Mrs J Eastwood	Residence (Extension, car port and conservatory)	Chestnut Crescent, March
315	F/YR16/0945/F	Griffins Roses	Agricultural	Burrowmoor Road, March
316	F/YR16/0965/F	Construct Reason Ltd	Residential (7 dwellings)	Gaul Road, March
317	F/YR16/1159/AG	Mr N Watters	Agricultural	Knights End Road, March

***Planning applications ending 'COND' relate to the discharge of relevant planning conditions***

***Planning applications ending 'AG' relate to agricultural matters***

Developments that propose direct discharge to the Commissioners' system are indicated with an asterisk. The remainder propose, where applicable and where known, surface water disposal to soakaways/infiltration systems or sustainable drainage systems.

The following sites are either partly or wholly within the St Thomas' Cut catchment:

- (a) March Town Bowls Club (MLC Ref No 303)
- (b) Mr & Mrs A Brewer (MLC Ref No 310)
- (c) Griffins Roses (MLC Ref Nos 311 & 315)
- (d) Mr M Constable (MLC Ref No 312)
- (e) Mrs P Young (MLC Ref No 313)

*Change of use of agricultural land to Riverside Park including pedestrian/cycle bridge, ponds, anglers' car park and landscaping on land south of River Nene, Gaul Road, March – Cannon Kirk UK Ltd (MLC Ref No 124) and residential development on land west of Old Council Depot, Gaul Road, March – Cannon Kirk UK Ltd (MLC Ref Nos 139, 193 & 296) & Signalised Junction Improvement Works to Gaul Road/A141 Junction - Cannon Kirk UK Ltd (MLC Ref No 193)*

Further to the matters raised at the last meeting, the Clerk to the Commissioners was advised in May that:

“In respect of the Cannon Kirk site, on the northern side of Gaul Road, you will recall that the provision of infrastructure is conditioned by the planning permission to be provided at certain stages of the development.

It was originally proposed that a roundabout should be constructed at the junction of Isle of Ely Way and Gaul Road. However, this was challenged and downgraded to a signalised junction. It is understood that this has also recently been challenged but a planning application for a signalised junction has recently been submitted to the District Council.

As advised in the meeting report, a planning application has been submitted for a revised layout for Phase 2 which retains the electricity pylons and overhead cables, which are no longer being placed underground, and includes the water level/flood risk management scheme that has been the subject of discussions with the Board over many years.

A concern to Cannon Kirk is that the site is partly within Flood Zone 3 and, therefore, has to meet the requirements of the NPPF. Failure to obtain planning permission would jeopardise the aforementioned water level/flood risk management scheme.”

Members may be aware that planning permission for Phase V, FDC Ref No F/YR15/0991/O (MLC Ref No 296), was refused by the District Council. The Decision Notice advises that:

“This permission has been refused for the following reason(s):

- 1 Policy LP14 (Part B) of the Fenland Local Plan requires development proposals in High flood risk areas to undergo a sequential test to demonstrate through evidence that the proposal cannot be delivered elsewhere in the settlement at lower risk of flooding. Policy LP2 seeks to deliver high quality environments, ensuring that people are not put at identified risks from development thereby avoiding adverse impacts in the interests of health and wellbeing. The site lies within Flood Zone 3 which is a high risk flood area. The applicant has failed to satisfactorily meet the sequential test and has therefore failed to demonstrate that the development could not be delivered in an area of lower flood risk thereby failing LP14 (Part B). Consequently, the proposal also fails to satisfy policy LP2 of the Fenland Local Plan as it fails to deliver a high quality environment and unjustifiably puts future occupants and property at a higher risk of flooding.”

Further guidance was given to the applicant; his agent, Barton Willmore; and engineering Consultant, Pick Everard; as part of the post-application discussion process, concerning a potential appeal to the decision but this was not pursued following legal advice given to the applicant.

The MLC and associated Boards' position concerning development within the Floodplain is discussed earlier in this report.

A planning application associated with the signalisation of the Gaul Road/A141 junction submitted to the District Council in April 2016 was granted in July 2016. Associated planning conditions include flood risk and Biodiversity related issues.

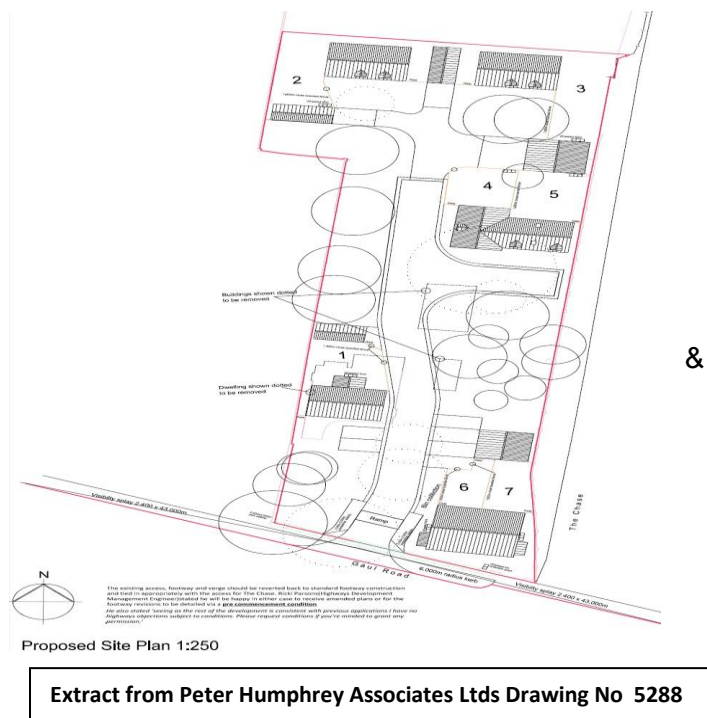
Members will recall that a byelaw application was received in respect of these works. However, despite the site being part of a post-application discussion some supporting documents have yet to be received and, in view of the time that has elapsed, the Commissioners may wish to consider refusing this application.

*Proposed re-development of the former Old Dairy Buildings, Grange Road, March - HR Property Development (MLC Ref Nos 156 & 165); Mr B Sutton (MLC Ref Nos 170 & 178); Mr G Harradine (MLC Ref Nos 209 & 221) & Mr M Reynolds (MLC Ref Nos 251 & 253)*

Further to the last meeting report an application for the disposal of both surface water and treated effluent was received in late June and a recommendation to approve the application was issued in late July.

Beyond this no further correspondence has been received from the applicants or the applicants' agents concerning this development and no further action has been taken in respect of the Commissioners' interests but it is understood that work has commenced on site.

Residential development involving the demolition of existing outbuildings and sheds on land north of 33 Gaul Road fronting Oxbow Crescent, March – Mr F Grounds (MLC Ref Nos 168, 183 214), Gaul Developments LLP (MLC Ref No 240), Construct Reason Ltd (MLC Ref Nos 256, 306 & 316) and Wisbech Homes (MLC Ref Nos 270 & 276)



No further correspondence has been received from the applicants or the applicants' agent concerning this development but the outstanding application for byelaw consent in respect of the northern part of the site is currently being pursued.

In respect of the southern part of the site, members will recall that a previous planning application was withdrawn by the applicant.

A planning application for six dwellings was submitted to the District Council in late February 2016 but was withdrawn in July 2016.

According to the District Council's Public Access Webpage the subsequent planning application for seven dwellings, submitted in late September, is currently pending consideration.

*Residential development at 125 Burrowmoor Road, March – Mrs H Butler (MLC Ref No 200) & Mason Homes (March) Ltd (MLC Ref Nos 242 & 245)*

No further correspondence has been received from the applicants or the applicants' agent concerning this development and, for the reason explained in the last report, no further action has been taken in respect of the Commissioners' interests.

*Residential development on land west of 12 Knights End Road, March - Cannon Kirk Homes Ltd (MLC Ref Nos 204, 207 & 252) and Construct Reason (MLC Ref No 291)*

No further correspondence has been received from the applicants or the applicants' agent concerning this development and no further action has been taken in respect of the Commissioners' interests.

*Residential development to the north-west of Turnbull Road, off Gaul Road, March – Ashley King Developments (MLC Ref Nos 211, 226, 256 & 266)*

Further to the matters raised at the last meeting, the Clerk to the Commissioners was advised in May that:

“The Sanctuary Housing site, to the south of Gaul Road, has been ongoing for some time, and has been fraught with problems. You will be aware that there were issues when dealing with the respective consent applications which led to some finger pointing and it is believed, but not definitely known, that there have been financial and contractual problems which have delayed the scheme. It is understood that the scheme is 18 months behind schedule.



Morgan [the Commissioners' Assistant Operations Engineer] has advised that works associated with the Section 23 byelaw application and the formation of the culvert to provide access off Gaul Road to the Boards maintenance access strip are currently being undertaken. However, as far as I am aware, these works have not been formally inspected by a Boards representative.”

With the exception of the above and discussions between the MLC Planning Engineer and Assistant Operations Engineer concerning the Maple Tree between Points 26-27, as discussed elsewhere in this report, no further correspondence has been received from the applicants or the applicants' agent concerning this development and no further action has been taken in respect of the Commissioners' interests.

*Erection of 8 dwellings – Anglian Regional Co-Op Society (MLC Ref No 227) & Erection of a single-storey building comprising of 2 no units for retail (A1) and retail (A1)/financial and professional services (A2), including installation of 4 no air conditioning units, ATM, formation of a new vehicular access and associated works, involving demolition of existing building at site of 43 to 47 The Causeway, March - GCC Investments (UK) Ltd (MLC Ref No 261)*

No further correspondence has been received from the applicants or the applicants' agents concerning this development and no further action has been taken in respect of the Commissioners' interests.

*Planning Application for Affordable Rent and Shared Ownership at the site of the former Kingswood Park Care Home, Kingswood Road, March - Sanctuary Group (MLC Ref Nos 244, 249 & 259)*

With the exception of providing generic advice to a prospective consulting engineer and a brief telecon with a member of the District Council's Planning Team no further correspondence has been received from the applicant or the applicant's agents concerning this development and no further action has been taken in respect of the Commissioners' interests.

*Erection of an agricultural building to house cattle at land south east of Clevely, Burrowmoor Road, March – Mr & Mrs Bayes (MLC Ref Nos 278 & 285)*

No further correspondence has been received from the applicants or the applicants' agent concerning this development and no further action has been taken in respect of the Commissioners' interests.

*Residential development on the southern side of Gaul Road to the east of York Lodge and west of the Commissioners' Drain 25-26-27-28 – Partner Construction (MLC Ref No 279)*

Further pre-application discussion was undertaken with THDA Ltd, the applicant's consulting engineer, in April 2016.

A planning application was submitted to the District Council in early May but was subsequently withdrawn by the applicant during September. It is understood that there were several issues associated with this site including some encroachment into the floodplain.



Extract from THDA Ltds Drawing No 14-0692 100 Rev – Drainage Layout

### ***Development Contributions***

Contributions received in respect of discharge consent will be reported under the Agenda Item – 'Contributions from Developers.'

### **Fenland District Council (FDC)**

### ***Neighbourhood Strategy***

No further correspondence has been received from FDC concerning the Neighbourhood Strategy and no further action has been taken in respect of the Commissioners' interests.

### ***Fenland District Council (FDC) District Wide Level 2 SFRA***

In the absence of funding no further progress has occurred with this project.

### **Cambridgeshire Flood and Water Supplementary Planning Document (SPD)**

**Note.** *A Supplementary Planning Document (SPD) is a document that provides further details and/or guidance with reference to policies and proposals contained in a Development Plan Document (DPD) or Local Plan.*

The SPD was endorsed by the County Council and the completed document was circulated to the relevant planning authorities and risk management authorities (RMAs) for adoption where appropriate. The SPD was adopted by FDC's Full Council on 15 December 2016.

### **Detailed March Surface Water Management Plan (SWMP)**

With the exception of being mentioned "in passing" at the CFRMP meetings, no further action has been requested or taken. Any works being undertaken are outside of the Commissioners' catchment.

### **March Flood Investigation and Town Council Report**

The MLC Planning Engineer has continued to represent the Commissioners and respective March Boards at meetings and provided responses and updates to the Stakeholders involved, the County and District Councils, the latter preparing reports for the Town Councils.

It has been concluded by the stakeholders involved that with significant work having been carried out and completed in the town since August 2014 and due to the private nature of delivering projects on private homes, collated flood updates will now only be provided when there are significant updates, rather than the current monthly basis.

The County Council's investigations on the event are now complete and the subsequent Flood Investigation report can be found online at:

[http://www.cambridgeshire.gov.uk/info/20099/planning\\_and\\_development/49/water\\_minerals\\_and\\_waste](http://www.cambridgeshire.gov.uk/info/20099/planning_and_development/49/water_minerals_and_waste)

The meetings associated with this investigation have proved beneficial to all the stakeholders involved and may lead to the resolution of many historical issues and the LLFA has proposed future meetings to discuss any local flooding issues in the District Council's area. The first of these is due to be held on 20 April.

## **March Neighbourhood Plan 2015-2030**

***Note.** A neighbourhood plan enables communities to establish general planning policies for the development and use of land in a neighbourhood setting a vision for the future. They are be able to say, for example, where new homes, shops and offices should be built, what they should look like, what infrastructure should be provided etc. It can be detailed, or general, depending on what local people require.*

Further details on neighbourhood planning can be found at:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/229749/Neighbourhood\\_planning.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/229749/Neighbourhood_planning.pdf)

During January and February, the March Neighbourhood Plan was the subject of a public consultation. A response was prepared on behalf of the MLC and the other Boards/Commissioners within the March Town Council area for whom the MLC provide a planning service.

The Town Council was advised that designation of a Neighbourhood Area should not unduly affect these drainage districts but compliance with the provisions of the Land Drainage Act and the relevant Boards'/Commissioners' byelaws would still be required.

None of the sites identified in the report are within the Commissioners' area but generic responses were made on large development sites, windfall development and regeneration sites. The latter includes Site 1 – Land to the west of the High Street, around Acre Road/City Road, and Site 3 – Land to the north of Centenary Church, around the Chapel Road, Burrowmoor Road & City Road area.

It is disappointing to note that despite being a significant asset to the town and the potential benefits and opportunities in respect of leisure, recreation, tourism and amenity purposes, no reference was made to the Old River Nene.

However, the opportunity was taken to advise the Town Council of relevant items in respect of development and that both the MLC and associated Boards/Commissioners encourage pre-application discussion.

Further details on the March Neighbourhood Plan 2015-2030 can be found at:

<http://www.fenland.gov.uk/neighbourhood-planning/submissions> and  
<http://www.marchtowncouncil.gov.uk/what-we-do/neighbourhood-planning/>

## **Cambridgeshire and Peterborough Devolution Deal**

All councils in Cambridgeshire and Peterborough, as well as the Cambridgeshire and Peterborough Local Enterprise Partnership (LEP), have now signed up to the devolution deal with government. The deal will secure an additional £770 million of investment for the area, including a £600 million transport fund and money for affordable housing.

Chief Engineer

25 April 2017

March Third (313)\Reports\April 2017



Mr Lakey referred to the Consulting Engineer's report and to their recommendation that the Commissioners should have appropriate signage in place for Health and Safety purposes. The Commissioners discussed the type and form of signage required and Mr Lakey reported that some Boards were using external lockable cabinets to display Health & Safety notices and others were choosing to use laminated notice boards indicating the risks; providing contact details in an emergency, together with the grid reference to identify each location.

The District Officer considered that gates should be installed at the Electricity Board site in Gaul Road, Points 26-27, in an effort to prevent fly-tipping and anti-social behaviour.

Members agreed that two gates costing approximately £400, plus the cost of installation, should be fitted.

The District Officer reported that the inlet at the pumping station was letting water back in.

#### RESOLVED

i) That the Report and the actions referred to therein be approved.

ii) Weed Control and Drain Maintenance

That the recommended maintenance works be undertaken.

iii) That the Commissioners considered there was sufficient health and safety signage at the pumping station.

iv) That the Consulting Engineers be authorised to fit two gates costing approximately £400, plus the cost of installation, at the Electricity Board site in Gaul Road, Points 26-27.

#### C.995 Capital Improvement Programme

The Commissioners considered their future capital improvement programme.

#### RESOLVED

That the Capital Programme be approved in principle and kept under review.

#### C.996 National Flood Resilience Review

Miss McShane referred to the publication of the above review by the Government in September 2016 and to the response from ADA and drew attention to the lack of reference to the SUDS issue, which still remained unsatisfactory.

#### C.997 District Officer's Report

The District Officer reported that it had been a very dry year with little pumping.

He reported that considerable rubbish had been dumped and bulrushes were growing and in particular a property on Gaul Road was disposing of grass cuttings and bushes into the ditch.

In addition, he advised that Mr Sharman was allowing a horse to graze on the side of the drain resulting in possible pollution from horse dung.

The District Officer reported that there was no bar on the concrete area near the weedscreen.

The District Officer advised that from October he will be representing his sister as a Commissioner.

Consideration was given to the future disposal of waste from the pump.

#### RESOLVED

- i) That the Report and the actions referred to therein be approved and that the Officer be thanked for his services over the preceding year.
- ii) That a middle rail be fitted on bar on the concrete area near the weedscreen.
- iii) That the disposal of waste from the pump be discussed at the next meeting of the Commissioners.

#### C.998 Environmental Officer's Newsletter and BAP Report

Miss McShane referred to the Environmental Officer's Newsletter dated December 2016, previously circulated to the Commissioners.

The Commissioners considered and approved the most recent BAP report.

#### C.999 District Officer's Fee

The Commissioners gave consideration to the District Officer's fee for 2017/2018.

#### RESOLVED

That the Commissioners agree that the sum of £1,424 be allowed for the services of the District Officer for 2017/2018.

(NB) – The District Officer declared a financial interest when this item was discussed.

#### C.1000 State-aided Schemes

Consideration was given to the desirability of undertaking further State-aided Schemes in the District and whether any future proposals should be included in the capital forecasts provided to the Environment Agency.

#### RESOLVED

That no proposals be formulated at the present time.

#### C.1001 Environment Agency – Precept

a) Miss McShane reported that the Environment Agency had issued the precept for 2017/2018 in the sum of £1,736 (the precept for 2016/2017 being £1,710).

#### b) Local Choices Update

Further to minute C.959(b), Miss McShane referred to the Environment Agency's newsletter dated October 2016.

#### C.1002 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

(a) Miss McShane reported that the sum of £31.49 (£1,561.60 less £1,530.11 paid on account) (inclusive of supervision) had been received from the Environment Agency based on the Commissioners' actual expenditure on maintenance work for the financial year 2015/2016 together with the sum of £1,668.31 in respect of 80% of the Commissioners' estimated expenditure for the financial year 2016/2017.

(b) Further to minute C.960(b), Miss McShane referred to the discussions with the Environment Agency over the monies available to fund highland water claims.

#### RESOLVED

That the position be noted and the situation kept under review.

#### C.1003 Contribution from Developers

With reference to minute C.194(ii), Miss McShane reported that the following contribution towards the cost of dealing with the increased flow or volume of surface water run-off and treated effluent volume had been received, viz:

<u>Contributor</u>	<u>Amount</u>
Mr Reynolds & Mr Harradine	£9,081.78 (gross) £8,173.60 (net)

#### C.1004 Association of Drainage Authorities

#### a) Annual Conference

Miss McShane reported that the Annual Conference of the Association of Drainage Authorities would be held in London on Thursday the 16<sup>th</sup> November 2017.

#### RESOLVED

That the Clerk be authorised to obtain a ticket for the Annual Conference of the Association for any Commissioner who wishes to attend.

b) Annual Conference of the River Great Ouse Branch

Miss McShane reported on the Annual Conference of the River Great Ouse branch of the Association held in Prickwillow, Ely on Tuesday the 7<sup>th</sup> March 2017.

c) Subscriptions

Miss McShane referred to an e-mail received from ADA dated the 16<sup>th</sup> December 2016 and reported that the Clerk had been advised that subscriptions for 2017 will remain unchanged at £536.

RESOLVED

That the requested ADA subscription for 2017 be paid.

d) Floodex 2017

Miss McShane reported that Floodex 2017 will be held at The Peterborough Arena on the 17<sup>th</sup> and 18<sup>th</sup> May 2017 and referred to the free Health and Safety Seminars that will also be taking place.

e) Further Research on Eels

Miss McShane referred to an e-mail received from ADA dated the 15<sup>th</sup> November 2016 and the research specification from the Environment Agency regarding the eel research proposed over the next 2 years.

The Commissioners discussed the ongoing eel research and the request from ADA seeking contributions.

RESOLVED

That the Commissioners contribute £100 for the first year towards further research on eels and review in 2018.

C.1005 Governance of Water Level Management in England

Miss McShane referred to the publication of the National Audit Office's (NAO) Report on Internal Drainage Boards, available on their website, [www.nao.org.uk/report/internal-drainage-boards](http://www.nao.org.uk/report/internal-drainage-boards); to the Report Summary and to the response from ADA.

C.1006 Health and Safety Audits

Miss McShane drew attention to the continuing need to ensure that the Commissioners complied with Health and Safety Requirements and reminded the Commissioners of the arrangements with Croner and that if the Commissioners had any issues they could seek advice from Croner via the Middle Level Commissioners.

Miss McShane reported that the Middle Level Commissioners had put together a pack consisting of a practical guide, templates and examples relating to health and safety requirements, which they hoped would assist the Commissioners with their health and safety responsibilities.

### C.1007 Cambridgeshire Flood Risk Management Partnership Update

Further to minute C.966, Miss McShane reported that the main issues considered by the Partnership were:-

1. The proposal to extend the provision of rain gauges in catchment.
2. Discussions over the maintenance of Sustainable Drainage Systems (SUDS).
3. The provision of Community flood kits. The LLFA are sourcing funds to provide kits to certain groups, i.e. March town council, but certain criteria are having to be met.
4. Work on the A14 project has now commenced.
5. The Supplementary Planning Document on flood risk has now been endorsed by Cambridgeshire County Council.
6. An update on the surface water management plan. Requesting quotes for surveys to be undertaken for property level protection (PLP).
7. Partner projects were discussed including Embankment raising in the Middle Level (MLC) and in the Ouse Washes (EA).

### C.1008 Authorisation to appear in court to obtain distress warrants

#### RESOLVED

That under the provisions of section 54 of the Land Drainage Act 1991, in addition to Mr R Hill and Miss S Ablett, Miss Lorna McShane be authorised generally to institute or defend on behalf of the Board proceedings in relation to a drainage rate or to appear on their behalf in any proceedings before a Magistrates' Court for the issue of a warrant of distress for failure to pay a drainage rate.

### C.1009 Potential Changes in Rating Valuation

Miss McShane reported the consideration presently being given by ADA and Defra to possible changes in the way in which drainage rates and special levies may be calculated in future. She advised that the present system, under the Land Drainage Act 1991 and the Internal Drainage Board (Finance) Regulations, provides for agricultural property to be valued at a notional rental value for that property as at 1<sup>st</sup> April 1988 with non-agricultural hereditaments being valued at the "average acre" rate, calculated by reference to pre-1988 development within the District of the individual Board. The current legislation does however require that properties that existed before 1<sup>st</sup> April 1988 are valued according to their old rateable values, records for which may no longer exist and this causes problems for IDBs which are looking to extend their boundaries and particularly where there are proposals to create new IDBs. Miss McShane understood however, that, at present, Defra are unlikely to progress the issue urgently and that some further consideration will have to take place before any change is proposed. In addition, as a change to primary legislation would be required, Parliamentary time would have to be found for this. At this stage Miss McShane wished therefore to simply alert the Board to these discussions and further reports will no doubt be made to the Board in the future should legislative amendment be proposed.

### C.1010 Completion of the Annual Accounts and Annual Return of the Commissioners – 2015/2016

- a) The Commissioners considered and approved the comments of the Auditors on the Annual Return for the year ended on the 31<sup>st</sup> March 2016.

- b) The Commissioners considered and approved the Audit Report of the Internal Auditor for the year ended on the 31<sup>st</sup> March 2016.

#### C.1011 Governance and Accountability for Smaller Authorities in England

Miss McShane referred to the recently issued Practitioners' guide to proper practices to be applied in the preparation of statutory Annual Accounts and Governance Statements which will apply to Annual Returns commencing on or after 1<sup>st</sup> April 2017.

#### C.1012 Budgeting

Miss McShane referred to the budget comparison of the forecast out-turn and the actual out-turn for the financial year ending 31<sup>st</sup> March 2017.

#### C.1013 Review of Internal Controls

The Commissioners considered and expressed satisfaction with the current system of Internal Controls.

#### C.1014 Risk Management Assessment

- a) The Commissioners considered and expressed satisfaction with their current Risk Management system.
- b) The Commissioners reviewed and approved the insured value of their buildings.

#### C.1015 Transparency Code for Smaller Authorities

Miss McShane reported that from 2017/2018 smaller public bodies (Boards with income or expenditure less than £25,000) would not be required to undertake a formal audit but would need to have greater publication requirements in place. She advised that it would also be necessary to question the effect of "one off" payments such as development contributions taking the Commissioners above the £25,000 limit, in a particular year.

#### C.1016 Exercise of Public Rights

Miss McShane referred to the publishing of the Notice of Public Rights and publication of unaudited Annual Return, Statement of Accounts, Annual Governance Statement and the Notice of Conclusion of the Audit and right to inspect the Annual Return.

#### C.1017 Annual Governance Statement – 2016/2017

The Commissioners considered and approved the Annual Governance Statement for the year ended on the 31<sup>st</sup> March 2017.

## RESOLVED

That the Chairman be authorised to sign the Annual Governance Statement, on behalf of the Commissioners, for the financial year ending 31<sup>st</sup> March 2017.

### C.1018 Payments

The Commissioners considered and approved payments amounting to £38,405.31 which had been made during the financial year 2016/2017.

(NB) – The District Officer declared an interest in the payment made to him.

### C.1019 Annual Accounts of the Commissioners – 2016/2017

The Commissioners considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31<sup>st</sup> March 2017 as required in the Audit Regulations.

## RESOLVED

That the Chairman be authorised to sign the Annual Return, on behalf of the Commissioners, for the financial year ending 31<sup>st</sup> March 2017.

### C.1020 Expenditure estimates and special levy and drainage rate requirements 2017/2018

The Commissioners considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2017/2018 and were informed by Miss McShane that under the Land Drainage Act 1991 the proportions of their net expenditure to be met by drainage rates on agricultural hereditaments and by special levy on local billing authorities would be respectively 15.96% and 84.04%.

## RESOLVED

- i) That the estimates be approved.
- ii) That a total sum of £856 be raised by drainage rates and special levy.
- iii) That the amounts comprised in the sum referred to in ii) above to be raised by drainage rates and to be met by special levy are £137 and £719 respectively.
- iv) That a rate of 0.25p in the £ be laid and assessed on Agricultural hereditaments in the District.
- v) That a Special levy of £719 be made and issued to Fenland District Council for the purpose of meeting such expenditure.
- vi) That the seal of the Commissioners be affixed to the record of drainage rates and special levies and to the special levy referred to in resolution (v).
- vii) That the Clerk be authorised to recover all unpaid rates and levy by such statutory powers as may be available.



C.1021 Display of rate notice

RESOLVED

That notice of the rate be affixed within the District in accordance with Section 48(3)(a) of the Land Drainage Act 1991.

C.1022 Date of next Meeting

RESOLVED

That the next Meeting of the Commissioners be held on Thursday the 3<sup>rd</sup> May 2018.