

WARBOYS SOMERSHAM AND PIDLEY INTERNAL DRAINAGE BOARD

At a Meeting of the Warboys Somersham and Pidley Internal Drainage Board
held at the Lakeside Lodge, Pidley on Thursday the 7th June 2018

PRESENT

J German Esq (Chairman)	C W King Esq
M P England Esq (Vice Chairman)	C Leadbetter Esq
D D Brown Esq	G R Munns Esq
The Lord De Ramsey	Miss L C A Munns
D W England Esq	T E A Noble Esq
M E Heading Esq	J M Short Esq
I Johnson Esq	H W Whittome Esq

Miss Lorna McShane (representing the Clerk to the Board) and Mr Robert Wilmer (District Officer) were in attendance.

The Chairman welcomed Miss Munns and Messrs Heading and Johnson who were attending their first meeting of the Board.

Apologies for absence

Apologies for absence were received from Mrs J E Tavener, D W Cornwell Esq, A Edgley Esq, D J Edwards Esq and S W Whittome Esq.

B.1547 Declarations of Interest

Miss McShane reminded Members of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any individual on the Board.

The Chairman declared an interest in agenda items 17 and 19.

B.1548 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 23rd November 2017 are recorded correctly and that they be confirmed and signed.

B.1549 Water Transfer Licences

Further to minute B.1524, Miss McShane referred to the fact that licencing of water transfers came into force on the 1st January 2018. She advised that, as a licence is only required for transfers from EA main river and no inter-IDB transfers require licencing, this new arrangement will not directly impact the Board.

B.1550 Outbuildings at Puddock Pumping Station

Further to minute B.1526, the Chairman reported that further to the resolution of the Board at the last meeting, he had obtained marketing reports and details of the terms, conditions and fees from three local estate agents who specialised in commercial property in the area and that indicative costs for the sale of the property were between £100,000 - £120,000.

The Chairman reminded Members that the property had a planning permission for conversion of the outbuildings into residential use, which required implementation within three years and, in view of the nature of the property, the advice received from agents was that sale by auction would be the most appropriate way to dispose of the property.

The Chairman advised that the boundary between the outbuildings and the new pumping station had been delineated and that instructions had been given to the Middle Level Commissioners' Mechanical and Electrical Engineer with regard to the water and electricity meters at the premises.

RESOLVED

That Maxey Grounds be instructed to sell the property by Auction at a reserve price of £120,000.

B.1551 Bank Slip to the rear of Tesco site, Honeysome Road

Further to minute B.1529, the Chairman reported that the bank now appeared to be stabilised, however, the integrity of the bank would be monitored in future years. He advised that, under the terms of the consent, Cambridge Property Group were responsible for the stability of the channel for a period of 10 years until the 17th December 2023.

B.1552 Access at Point 189

Further to minute B.1530, the Chairman reminded Members of problems that had been experienced with access at Point 189 and that the owner of the land, Mr Richardson, had been written to.

The Chairman had also met Mr Richardson on site to discuss the problems with access with him. The outcome of the meeting was that Mr Richardson had offered to remove the fence when the Board required access with machinery.

B.1553 Deaths on Puddock Road

Further to minute B.1531, Miss McShane advised Members that she had written to the County Council as highway authority about the deaths that had occurred on Puddock Road and the Forty Foot River earlier in the year.

Following a chasing letter to the highway authority, Miss McShane had received a telephone call advising that the police and the County Council's accident unit were still investigating the deaths and that until these investigations were completed they could not comment but would advise of the outcome of their report when it was complete.

B.1554 Finance Committee

Members considered the minutes of the Meetings of the Finance Committee held on the 24th May 2018.

RESOLVED

- i) That the minutes of the Meeting of the Finance Committee held on the 24th May 2018 be approved.
- ii) That the actions taken by the Finance Committee be approved.
- iii) That the Board approve the recommendations of the Finance Committee save as to the rate as this would be considered later on the agenda.

B.1555 Charges for hire of plant when engaged on private work

Consideration was given to whether any revisions were necessary in the Board's charges for hiring of plant for private work (last reviewed – June 2017).

(i) Doosan DX 140W Excavator

Present charge - £30 per hour in the District) (inclusive of operator's wages)
£35 per hour outside the District)

(ii) Flail Mower

Present charge - £40 per hour inside the District) (inclusive of operator's wages)
£45 per hour outside the District)

The Finance Committee recommended to the Board that the hire charge for the Doosan DX 140W Excavator be increased to £35 per hour in the District and £40 per hour outside the District and the hire charge for the Flail Mower remain as at present.

RESOLVED

That the recommendation of the Finance Committee be adopted

B.1556 Defra IDB1 Returns

Further to minute B.1540, Miss McShane referred to a letter received from Defra dated the 24th April 2018 and reported on the proposed changes to the Annual Defra IDB1 Returns.

B.1557 Purchase of Excavator Wire Bucket

Further to minute B.1545, the Chairman reported that a new excavator wire bucket had been purchased from Engineering & Hire Ltd for the sum of £2,840.00 excl. VAT.

RESOLVED

That the actions of the Chairman in purchasing a new excavator wire bucket be approved.

B.1558 Fenton Lode – Point 14

Further to minute B.1546, Miss McShane reported that searches would be made at the Land Registry to obtain office copies to ascertain ownership and advice on any necessary consents would be reported back to the Chairman.

RESOLVED

That the Clerk establish land ownership and office copies be obtained from the Land Registry.

B.1559 Consulting Engineer's Report

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

Warboys, Somersham & Pidley I.D.B.

Consulting Engineers Report May 2018

Pumping Stations

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

Puddock

Pump No 2 continues to operate with the Moisture Ingress Sensor (MSI) unit defeated and a recent test of the motor windings showed some deterioration in its insulation resistance it will therefore continue to be monitored.

High Fen

The no 2 pump's drive motor winding insulation resistance to earth deteriorated over last summer but a recent test showed it to have remained around the same value, it will continue to be monitored.

The intake sump weedscreen is in a poor condition and will soon require replacement.

The footbridge across Fenton Lode is in a poor condition and dangerous and requires attention.

Westmoor

The security fencing works have been completed.

Pumping Hours

This will be covered in the District Officer's report.

Insurance

The Board's new insurer AXA/HSB does include Engineering Insurance cover for sudden and unforeseen breakdown of pumping plant, however two recent claims made by local IDBs were rejected as AXA/HSB considered that the pumps should have been removed for service on a 5 yearly frequency. This was contested by the MLC and the frequency extended to 10 years; however even this is considered unacceptable in most instances, hence an alternative insurer is being sought. In the interim there is no cover in place.

Planning Procedures Update

Informatives on Decision Notices

A review of the decisions that have been made on the planning applications listed below, has identified that none within Huntingdonshire and only one within Fenland had informatives advising the applicants of their separate legal obligation to comply with the requirements of the Board's Byelaws and the Land Drainage Act.

It is left to the Board's discretion whether it wishes the Middle Level Commissioners to make a formal response to the Councils concerned directly on its behalf, or whether it requests its Council representatives to ensure that such informatives are requested.

Planning Matters

In addition to matters concerning previous planning matters, the following 26 new development related matters shown below have been received and, where appropriate, dealt with since the last meeting:

<i>MLC Ref.</i>	<i>Council Ref.</i>	<i>Applicant</i>	<i>Type of Development</i>	<i>Location</i>
936	H/17/01968/FUL	Mr Hopkins	Residential (2 plots)	Fen Road, Pidley
937	H/17/02052/AGDET	Mr J German	Agricultural	Long Drove, Pidley
938	H/17/02112/HHFUL	Mrs Ramnought	Residence (Extension)	Queens Road, Somersham
939	H/17/02304/PMBPA	Mr D Newman	Residence	Fen Road, Pidley
940	H/17/01843/FUL	Mr & Mrs Silk	Residence	Parkhall Road, Somersham
941	H/17/02223/HHFUL	Mr & Mrs Twigg	Residence (Extension)	Fen Road, Pidley
942	H/17/02421/PMBPA	Mr A Clarke	Residence	Heath Road, Warboys
943	F/Y944R17/1172/F	HB Villages Developments Ltd	Residential (18 plots)	Huntingdon Road, Chatteris
944	F/2013/17/CW & F/YR17/2013/CCC	Mandley Brothers	Minerals & Waste	First Furlong Drove, Chatteris
945	F/YR17/9491211/F	Ms J Price	Residence (Extension)	Larham Way, Chatteris
946	H/17/02642/FUL	Mr S Clark	Residence	Parkhall Road, Somersham
947	F/YR18/0033/F	Mr S Latchem & Miss J Duggan	Residence (Extension)	London Road, Chatteris
948	H/18/00077/OUT	Mr & Mrs Twigg	Residence	Fen Road, Pidley
949	H/18/00024/HHFUL	Mr Hopkins	Residence (Garage and parking)	Fen Road, Pidley
950	F/YR18/0078/F	Mr B Barrett	Residential (5 plots)	Clare Street, Chatteris
951	H/18/00143/AGDET	DRA Fabb	Agricultural	Fenside Road, Warboys
952	F/YR18/0133/O	Mr Hardy	Residential (up to 2 plots)	West Street, Chatteris
953	F/YR18/0115/O	Mrs J Patrick	Residential (up to 2 plots)	Linden Drive, Chatteris
954	H/18/00269/FUL	Mr Clark	Equine	Warboys Road, Pidley
955	F/YR18/0170/F	Mr & Mrs N Howard	Residence (Extension)	Huntingdon Road, Chatteris

956	H/18/00296/AGDET	Mr S Wilcox	Agricultural	Puddock Road, Warboys
957	H/18/00433/HHFUL	Mrs M Clark	Residence (Extension)	Parkhill Road, Somersham
958	H/18/00525/HHFUL	Mr J Watson	Residence (Extension)	Warboys Road, Pidley
959	F/YR18/0256/F	N & M Hobbs	Garden centre	Doddington Road, Chatteris
960	H/18/00679/AGDET	Mr F Clarke	Agricultural	Parkhall Road, Somersham
961	Provision of information request	Client of Roy Lobley Consulting	Anaerobic Digester Facility	Chatteris Road, Somersham

Planning applications ending 'AGDET' relate to Agricultural Determination

Planning applications ending 'HHFUL' relate to Householder Full

Planning applications ending 'PMBPA' relate to Prior Approval - Agricultural to Dwellings

Planning Applications ending 'CW' relate to County Waste

From the information provided it is understood that all the developments propose to discharge surface water to soakaways, infiltration devices and/or Sustainable Drainage Systems (SuDS). The applicants have been notified of the Board's requirements.

No further correspondence has been received from the applicants or the applicants' agents concerning the following developments and no further action has been taken in respect of the Board's interests.

- *Erection of workplace homes - Mr G Collett (MLC Ref Nos 437 & 613) & Midland Ventures Ltd (MLC Ref No 548) and Erection of up to 3no dwellings at land south west of (Womb Farm) Doddington Road [George Way], Chatteris - Mr G Collett (MLC Ref No 910)*
- *Erection of foodstore (A1), petrol filling station (pfs), car parking and associated highway works on land north of Honeysome Industrial Estate fronting Fenland Way, Chatteris - Harrier Developments Ltd (MLC Ref Nos 567, 584, 585 & 663) & Erection of Builders Merchants at Fenland Way, Chatteris - Harrier Developments Ltd (MLC Ref No 584)*
- *Installation of a Biomethane Injection pipeline (to inject into the National Grid) involving the erection of an associated plant compound with 2.4m high boundary security fence and gates at Gas Pipeline for Anaerobic Digester Plant, Iretons Way, Chatteris – Little Green Consulting Ltd (MLC Ref No 783) and Pretoria Energy (MLC Ref No 785)*
- *Construction of a solar energy farm and associated works including underground cables at land east of Honeysome Farm Bungalow, Honeysome Road, Chatteris – Honeysome Road Solar Ltd (MLC Ref Nos 805, 818, 837, 855 & 887)*
- *Erection of a single-storey extension to rear of existing building and creation of earth bund/increase height of existing bund at 16 Albert Way, Chatteris – A E Sutton Ltd (MLC Ref Nos 834 & 859)*
- *Erection of a garden centre (with restaurant area) with 2.2M (max height) fence and gates involving the demolition of existing sheds, greenhouses, and single-storey elements to 134 London Road, Chatteris – Miltons (Wallpapers) Ltd (MLC Ref No 888)*

Mixed Use Development on land at Tithe Barn Farm and south east of London Road, Chatteris - Hallam Land Management Ltd (MLC Ref Nos 160, 184, 606 & 630)

Further to the last meeting report additional discussions have occurred in respect of this development but, according to Fenland District Council's (FDC) Public Access web page, a decision on this site still remains pending.

The Board has yet to be formally contacted.

Residential development on land east of Llanca, Huntingdon Road, Chatteris – Mr B Biggs & Mr J Biggs (MLC Ref No 468), Bexwell Tractors (MLC Ref No 607 + 739) and HB Villages Developments Ltd (MLC Ref No 943)

Members will recall this site as the former Bexwell Tractors' facility and that following a Planning Appeal planning permission was granted for a residential development by the Planning Inspectorate in 2007.

Further to subsequent planning applications a revised application for 18 dwellings was submitted to the District Council in November. Planning permission subject to the imposition of conditions, including surface water disposal, was granted in April.

It is understood that surface water will be attenuated and discharged into an adjacent combined sewer.

Erection of a vegetable processing building and formation of balancing pond – Client of Grounds & Co (MLC Ref No 627); Allpress Farms Ltd (MLC Ref No 638); Produce World Ltd (MLC Ref Nos 776 & 777); Industrial/Haulage Yard at Fenton Way, Chatteris (MLC Ref No 529) & Erection of warehouse with offices and business units on land west of Fenton Way, Chatteris - R W Simpson Ltd (MLC Ref No 644)

Phase 1 - Proposed Onion Store - Greenshoots Ltd

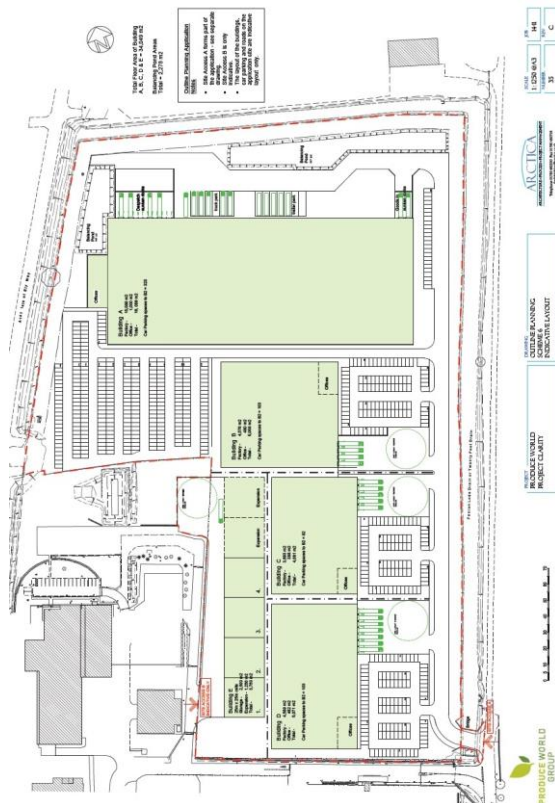
It is understood that this Phase is now complete.

Phase 2

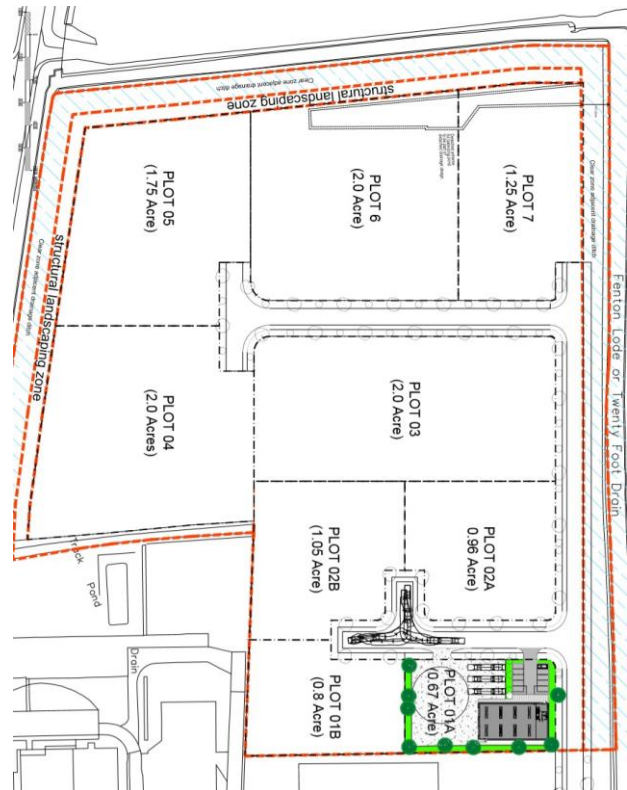
Several years ago initial discussions were undertaken with the applicants' consulting engineer concerning aspects of the site including access to the remaining section of Fenton Lode. However, the previously agreed layout has been amended and the Board has yet to be formally contacted about this. Therefore, it may be prudent to raise any concerns with the applicants' agent, Barker Storey Matthews, and the District

Council at an early stage before the proposals become too far advanced and hence difficult to amend to meet the Board's requirements.

Therefore, in order to guide further discussions, it would be beneficial to receive the Board's opinion, further instruction and approval to initially write to the persons concerned in order to resolve any potential issues



Initial Indicative layout of the Produce World Development



Revised Indicative layout of the Produce World Development

Haulage yard; aggregates storage area & sales use; inert waste & soil recycling operations; and a lean-to extension to existing buildings accommodating an ancillary office, welfare facilities & storage uses at Furlong Farm, First Furlong Drive, Chatteris – Mandley Brothers (MLC Ref No 718 & 944)

Further to the May 2013 report, an application has been submitted to the County Council in its role as the Minerals & Waste planning authority for an extension of an existing haulage yard incorporating aggregates storage and sales, inert waste and soil recycling activities.

No impermeable surfacing is proposed and the proposal seeks to use hardcore surface as an infiltration blanket to drain the site but this will be supplemented by a small pond in the western corner of the site.

Planning permission was granted by the County Council in April.

Residential Development involving demolition of existing storage building on land west and south of 74 West Street, Chatteris – Client of LK Consult Ltd (MLC Ref No 742), Land Planning Partnership Ltd (MLC Ref No 826) & WS Sandbach Ltd (MLC Ref No 928)

Further to the last meeting, planning permission was granted subject to the imposition of conditions, including surface water disposal, by the District Council in January.

The Decision Notice included an informative advising the applicants of their separate legal obligation to comply with the requirements of the Board's Byelaws and the Land Drainage Act.

A recent enquiry has been received from Lovell Partnerships Ltd and the undertaking of a post-application consultation encouraged but no formal approach has yet been received.

Erection of 26 no dwellings (max) at land west of 15 Fairbairn Way, Chatteris – Alan Bartlett & Sons Ltd (MLC Ref No 890)

Further to the last meeting, planning permission was granted subject to the imposition of conditions, including surface water disposal, by the District Council in January.

Despite being dealt with by the same Case Officer as the preceding application, the Decision Notice did not include an informative advising the applicant of its separate legal obligation to comply with the requirements of the Board's Byelaws and the Land Drainage Act.

Huntingdonshire District Council (HDC) Local Plan to 2036

The Huntingdonshire Local Plan to 2036: Proposed Submission and its supporting documents were submitted for independent examination to the Secretary of State for Communities and Local Government via the Planning Inspectorate in late March.

The Secretary of State has appointed Kevin Ward from the Planning Inspectorate to carry out an independent examination of the Local Plan. The Inspector's task is to establish whether the Huntingdonshire Local Plan is 'sound'. He will then report on his findings, including advising if modifications are needed to make the Local Plan sound.

Housing and Economic Land Availability Assessment (HELAA)

A consolidated version of the HELAA has been produced to support the Proposed Submission Huntingdonshire Local Plan to 2036. This incorporates all site assessments from the HELAA documents published for consultation in July and October 2017. It also reflects the outcomes of the Call for Sites which accompanied the Huntingdonshire Local Plan to 2036: Consultation Draft 2017.

Huntingdonshire Strategic Flood Risk Assessment (SFRA)

Note. *SFRAs are high level strategic documents and, as such, do not go into detail on an individual site-specific basis and are developed using the best available information at the time of preparation.*

The note referring to the SFRA 2010 mapping for the Middle Level Commissioners' area remains on the Council's website.

Fenland District Council (FDC)

No further correspondence has been received from FDC concerning the Neighbourhood Strategy and no progress has occurred with its District Wide Level 2 SFRA.

No further action has been taken in respect of the Board's interests.

FDC Liaison Meeting

A meeting attended by representatives from the Middle Level Commissioners and FDC was held in November to improve working relations between the two authorities.

The actions arising from the meeting included:

- Development of a joint protocol/leaflet to clarify the inter-relationship between FDC, CCC (in its role as the LLFA), the Commissioners & associated IDBs and the EA in relation to flooding and surface water drainage for developers.
- The Middle Level Commissioners to offer a seminar for "planners".
- The Middle Level Commissioners to review their approach to responding to planning applications with a focus on major schemes/Broad Concept Plans (BCP's).
- Meeting to discuss the potential tourism opportunities on our waterways perhaps initially focusing on March.

- Communication opportunities for FDC to promote/signpost the Middle Level Commissioners' information and pre-application process or to join this up with its own processes.
- Investigate whether the FDC Local Validation List review can include requirements to benefit the Middle Level Commissioners or drainage in general.

Another meeting is to be held in May this year.

Cambridgeshire Flood Risk Management Partnership (CFRMP)

The Middle Level Commissioners' Planning Engineer has represented both the Middle Level Commissioners and their associated Boards since the last meeting.

There are no significant new matters that may be of interest to the Board.

Fenland Flooding Issues Sub-Group

Following the extreme rainfall event experienced within March during August 2014, a March Flood Investigation Sub-Group was formed. The meetings associated with this investigation have proven beneficial to all the stakeholders involved and may lead to the resolution of many historical issues and, as a result, the responsibilities of the Sub-Group were extended to cover any local flooding issues within the District Council's area. There are currently no issues within the Board's catchment.

General Advice

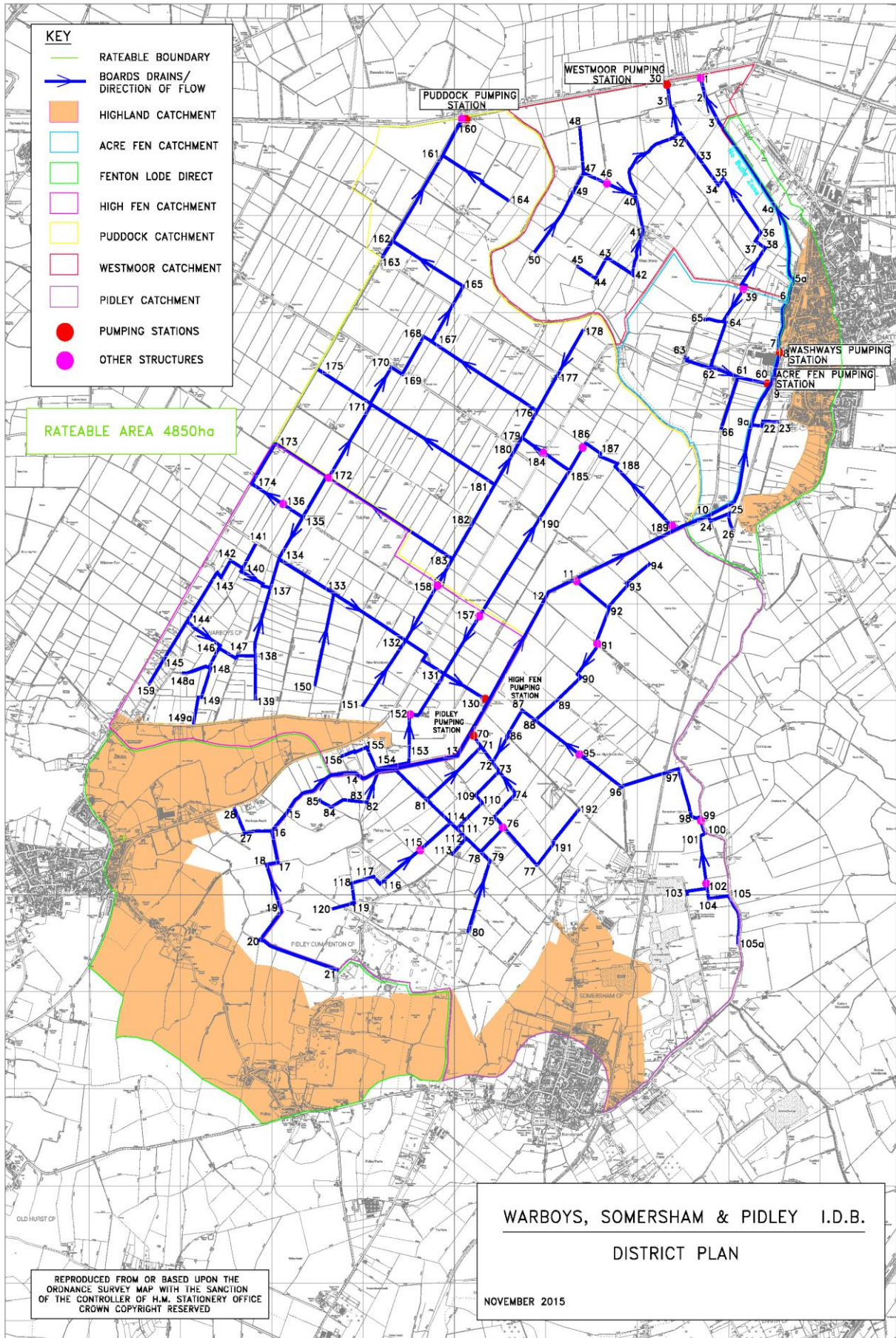
Assistance has been given, on the Board's behalf, in respect of the following:

- (a) David Neil Parker – An application to pipe and fill a private watercourse along Fen Road, Pidley using a 600mm diameter pipe with concrete filled sandbagged headwalls was recommended for approval.

Consulting Engineer

29 May 2018

Warboys, Somersham & Pidley (333)\Reports\May 18



With regards to the instructions on the proposed onion store – Greenshoots Ltd Phase 2, the Board advised that the land was for sale and nothing could now happen to resolve the issues until the land was sold.

RESOLVED

- i) That the Report and the actions referred to therein be approved.
- ii) That the recommendations of the Finance Committee be adopted.
- iii) That the Planning Engineer monitor the situation with regards to the Phase 2 Development at Fenton Way, Chatteris when the property is sold.

B.1560 Capital Improvement Programme

Members considered the Board's future capital improvement programme.

The Chairman referred to the discussions of the Finance Committee.

RESOLVED

- i) That the Capital Programme be approved in principle and kept under review.
- ii) That the Chairman be authorised to obtain estimates for the cost of a second hand excavator and for trade-in value of the Board's existing machine.
- iii) That the Chairman and Vice Chairman be authorised to replace the Board's excavator during 2018/2019 for up to £30,000 trade-in value. Should the possible trade-in be in excess of this then the Finance Committee be authorised to approve any further actions.

B.1561 District Officer's Report

The District Officer raised the requirement to delineate the boundary between the former pumping station and Puddock pumping station prior to the sale of the property. He also raised the possibility of the use of the weed boat for difficult to access areas of maintenance and that enquiries be made of the Middle Level Commissioners, if it was required.

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 K R German & Son be engaged to carry out the long reach maintenance works for 2018.
- iii) That the boundaries of Puddock Pumping Station be agreed prior to sale.
- iv) That the District Officer contact the Middle Level Commissioners' Operations Department regarding the areas that are difficult to reach and whether the weed boat would be available.

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

B.1562 Environmental Officer's Newsletter and BAP Report

Miss McShane referred to the Environmental Officer's Newsletter, previously circulated to Members.

Members considered and approved the most recent BAP report, together with the information sheets about floating pennywort.

The Chairman advised that Cliff Carson was due to retire at the end of June. Miss McShane reported that Cliff Carson had recently filmed a piece on otters which was due to be shown on the BBC Spring Watch programme on Monday the 11th June.

RESOLVED

- i) That the Board make a £50 contribution towards a gift for Cliff Carson's retirement.
- ii) That a letter be sent to Cliff Carson to express the Board's thanks for all his work on their behalf.

B.1563 Clerk's fee

Consideration was given to the fee of the Clerk.

RESOLVED

That there be no increase in the fee paid to the Clerk for the year 2018/2019

(NB) – The Lord De Ramsey and Mr H Whittome declared interests (as Members of the Middle Level Board) when this item was discussed.

B.1564 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.

The Board noted that the works required at High Fen pumping station need to be considered for a future grant aid application and that the proceeds of the sale of Puddock pumping station could possibly be used for the High Fen pumping station works.

RESOLVED

That no proposals be formulated at the present time.

B.1565 District Labour
District Officer's Salary

The Board considered the recommendation of the Finance Committee that the salary of the District Officer be increased in accordance with the Middle Level Commissioners' pay award, as indicated on the Supplementary Schedule.

RESOLVED

That the recommendation of the Finance Committee be adopted.

B.1566 Environment Agency – Precept

Miss McShane reported that the Environment Agency had issued the precept for 2018/2019 in the sum of £20,327 (the precept for 2017/2018 being £20,027).

B.1567 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

(a) Miss McShane reported that the sum of £1,194.02 (£12,887.19 less £11,693.17 paid on account) (inclusive of supervision) had been received from the Environment Agency based on the Board's actual expenditure on maintenance work for the financial year 2016/2017 together with the sum of £8,379.49 in respect of 80% of the Board's estimated expenditure for the financial year 2017/2018.

(b) Further to minute B.1499(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.

B.1568 Determination of annual value for rating purposes

The Board considered the recommendations for the determination of annual value for rating purposes.

RESOLVED

- i) That the determinations recommended be adopted by the Board.
- ii) That the Clerk be empowered to serve notices and to take such other action as may be necessary to comply with statutory requirements.
- iii) That the Chairman and the Clerk be empowered to authorise appropriate action on behalf of the Board in connection with any appeals against the determinations.

B.1569 Rate arrears

Consideration was given to writing off, and making adjustments following determinations, rate arrears amounting to £1,012.69.

Miss McShane reported that the Finance Committee recommended to the Board that the arrears be written off and adjusted.

RESOLVED

That the recommendation of the Finance Committee be adopted.

B.1570 Association of Drainage Authorities

Miss McShane reported:-

a) Annual Conference

That the Annual Conference of the Association of Drainage Authorities would be held in London on Wednesday the 14th November 2018.

RESOLVED

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

b) Annual Conference of the River Great Ouse Branch

On the Annual Conference of the River Great Ouse branch of the Association held in Prickwillow, Ely on Tuesday the 6th March 2018 and the fact that the administration of this branch has now been passed to the Middle Level Commissioners.

Miss McShane advised that the new members elected to the Branch's Executive Committee included the Middle Level Commissioners' Operations Engineer, Jonathan Fenn and the Chairman, Marc Heading who was appointed Vice Chairman (with Harry Raby of the Bedford Group being appointed Chairman). She added that the agreed aim of this reworked branch will be to be more pro-active and accordingly it was expected that the Executive Committee will meet periodically to discuss catchment wide issues and will then report back to the Branch at its Annual Conference on what it has achieved over the year.

c) New Model Policy Statement

Miss McShane referred to the publication of the new model Policy Statement issued in late April by ADA.

RESOLVED

That the Clerk be requested to draft a new Policy Statement for consideration by the Board at their next meeting.

d) Floodex 2019

That Floodex 2019 will be held at The Peterborough Arena on the 27th and 28th February 2019.

B.1571 Flooding Incident – Red Tile Farm, Puddock Road

The Chairman advised the Board of a claim which had been received against the Board for a flooding incident that had occurred at Red Tile Farm.

Following the high levels of rainfall at the beginning of April the owner of the farm was attributing this flooding to the sluice on the Board's drain and the non-removal of boards. The Chairman advised the Board of a possible contingent liability of £19,677.46 and details of this claim had been forwarded to the Board's insurers.

RESOLVED

That the claim be noted and the Board be updated on the claim.

B.1572 Missing safety rail above the outfall – Tesco Stores

Miss McShane reported that this matter had been reported to the Cambridge Property Group and that steps had been taken to replace the safety rail on the outfall.

B.1573 Middle Level Commissioners and Administered Boards Chairs Meeting

Miss McShane reported that a meeting of the Chairmen of all of the Middle Level Commissioners' administered Boards met on the 8th March 2018 to discuss the challenges facing Boards. Innes Thomson, Chief Executive of ADA, spoke on the arrangements adopted by other Boards around the country.

Matters raised included:-

- 1) Advantages, disadvantages and barriers to amalgamation.
- 2) Future meetings and the opportunity for Boards to request items be added to the agenda.
- 3) Reviewing Board membership numbers.
- 4) Frequency of Board meetings.

B.1574 Member training and the appointment of a Health and Safety Officer

Miss McShane reported that ADA has been encouraging member training for a number of years and Defra will, from 2018, require Boards to report upon any training that has been provided to members. This was to be reported by way of an entry on the IDB1 forms and the listed topics on this form are; Governance, Finance, Environment, Health, safety and welfare, Communications and engagement, amongst others. The Board may wish to pick an area where they consider specific tailored training is pertinent for it in a given year or alternatively might ask that the Middle Level Commissioners arrange some joint training with other Boards which they are happy to do.

On Health and Safety, after reviewing arrangements for a number of Boards, it has become clear that it would be helpful if Boards could appoint a member to be in charge of Health and Safety matters. This person would take overall responsibility for Health and Safety supported by Croner through the Middle Level Commissioners. This will help provide clarity going forward as ultimately it is the Boards' role to ensure that sites, equipment and working practices are as safe as can be reasonably expected. Whilst IDBs have an enviable record on safety and much that is needed is likely to already be in place, the HSE would probe the organisational structure should a reportable accident occur and would take a dim view if clarity on the lines of responsibility were unclear.

RESOLVED

- i) That the Chairman be appointed Health and Safety Officer.
- ii) That the Board participate in any training organised through the Middle Level Commissioners.

B.1575 Requirements for a Biosecurity Policy

Miss McShane reported that, from 2018, Board's will be required to advise (through the IDB1 returns) whether they have in place a Biosecurity Policy. This is considered necessary following increased concern over the spread of alien invasive weeds from one waterbody to another, possibly through the use of contracted or shared plant which can carry elements of such plants if not properly cleaned after being moved from contaminated locations. ADA have stated that they support the principle of having a policy in place and, conscious that for most boards the policy requirements will be identical, they are producing a model document. The Board were asked to confirm that they were content to adopt a policy as long as it is suitable and will not include overly onerous steps which might restrict their activities.

RESOLVED

That the draft policy be reviewed by the Board at their next meeting.

B.1576 The General Data Protection Regulation (GDPR)

Miss McShane referred to the Guidance Note on the implementation of the GDPR and that all organisations must become fully compliant by the 25th May 2018.

RESOLVED

That Miss Lorna McShane, Solicitor and Assistant Clerk be appointed the Board's Data Protection Officer.

B.1577 Charging for Environmental Permits

Miss McShane reported on the consultation on charging for Environmental Permits which closed on the 26th January 2018. It is suggested within the consultation that charging should be designed to recover costs and as such there may be significant increases in the charges for obtaining Environment Agency permits for some IDB activities which require such consents. ADA have

responded on behalf of the industry and their response is available on their website, www.ada.org.uk/2018/01/ada-responds-environment-agency-charge-proposals-2018.

B.1578 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 1st April 2018.

B.1579 Review of Internal Controls

- a) The Board considered and expressed satisfaction with the current system of Internal Controls.
- b) The Board considered and approved the appointment of Whiting & Partners as Internal Auditor for the three period 2018/2019 to 2020/2021.
- c) The Board approved the Audit Strategy and Audit Plan.

B.1580 Risk Management Assessment

- a) The Board considered and expressed satisfaction with their current Risk Management Policy.
- b) The Board considered and approved the insured value of their buildings and considered having a revaluation of the Board's real estate assets, as required for audit purposes.

RESOLVED

That no changes be made to the valuation at this time and for the matter to be reviewed again at the next annual meeting.

B.1581 Appointment of External Auditor

Further to minute B.1428, Miss McShane referred to the decision by the Commissioners to join the Sector Led Auditor Appointment Body for the appointment of the External Auditor and that the Smaller Authorities' Auditor Appointments (SAAA Ltd) had formed for this purpose. She reported that they had now confirmed the appointment of PKF Littlejohn to carry out the external audit of the Commissioners for a five year period commencing with the financial year 2017/2018.

B.1582 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.

B.1583 Annual Governance Statement – 2017/2018

The Board considered and approved the Annual Governance Statement for the year ended on the 31st March 2018.

RESOLVED

That the Chairman be authorised to sign the Annual Governance Statement, on behalf of the Board, for the financial year ending 31st March 2018.

B.1584 Payments

The Board considered and approved payments amounting to £176,691.73 which had been made during the financial year 2017/2018.

The Board asked if the electricity bill for the Washways pumping station could be checked and compared with the meter reading at Washways.

(NB) - The Chairman declared an interest in the payments made to K R German and Sons.

(NB) – The Lord De Ramsey and Mr H Whittome declared interests (as Members of the Middle Level Board) in the payments made to the Middle Level Commissioners.

B.1585 Annual Accounts of the Board – 2017/2018

The Board considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31st March 2018 as required in the Audit Regulations.

RESOLVED

That the Chairman be authorised to sign the Annual Return, on behalf of the Board, for the financial year ending 31st March 2018.

B.1586 Expenditure estimates and special levy and drainage rate requirements 2018/2019

The Board considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2018/2019 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 89.25% and 10.75%.

Miss McShane reported that the Finance Committee had recommended a rate of 20.0p in the £ should be set with a Special levy of £4,541 on Fenland District Council and a Special levy of £13,420 on Huntingdonshire District Council.

RESOLVED

- i) That the estimates be approved.

- ii) That a total sum of £167,101 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 £149,140 and £17,961 respectively.
- iv) That a rate of 20.0p in the £ be laid and assessed on Agricultural hereditaments in the District.
- v) a) That a Special levy of £13,420 be made and issued to Huntingdonshire District Council for the purpose of meeting such expenditure.
b) That a Special levy of £4,541 be made and issued to Fenland District Council for the purpose of meeting such expenditure.
- vi) That the seal of the Board be affixed to the record of drainage rates and special levies and to the special levies referred to in resolution (v).
- vii) That the Clerk be authorised to recover all unpaid rates and levies by such statutory powers as may be available.

B.1587 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.

B.1588 Date of next Meeting

Miss McShane reminded Members that the next Meeting of the Board would be held on Thursday the 22nd November 2018 at Lakeside Lodge, Pidley which would include an inspection of the District commencing at 9.30am.

B.1589 Abandoned Sluice Structure – Point 157

It was noted that the abandoned sluice structure was in disrepair and was to be replaced with a board.

RESOLVED

That the Chairman and Vice Chairman carry out a site inspection and agree a replacement.

B.1590 Hare Coursing in the District

Lord De Ramsey reminded any Board Members who were affected by hare coursing to write to their MP raising the concerns of landowners.