

RAMSEY UPWOOD AND GREAT RAVELEY INTERNAL DRAINAGE BOARD

At a Meeting of the Ramsey Upwood and Great Raveley Internal Drainage Board
held at Ramsey Golf Club on Thursday the 17th May 2018

PRESENT

A C Roberts Esq (Chairman)
R Blackhurst Esq (Vice Chairman)
S W F Bedford Esq

T F Bedford Esq
J I Edwards Esq
R H Lambert Esq

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

Apologies for absence

Apologies for absence were received from P L E Bucknell Esq, J R Clarke Esq, G S Halden Esq, R B Howe Esq, C W Pickard Esq and C W Smith Esq.

B.1073 Inspection of the District

Prior to the meeting those Members present with the exception of Mr Bedford undertook an Inspection of the District which embraced (inter alia):-

1. Point 28

Members inspected the works that had been carried out on the drain at this point and noted the improvement.

2. Attenuation Pump at Tesco stores

The Consulting Engineer was to continue to investigate this matter with Tesco stores regarding the pump in action and the storage in the tank.

It was requested that if Tesco's were discharging a greater volume of water than consented that there should be an additional contribution for dealing with this water.

3. New Fen Pumping Station

Members noted that two pins had been put in by the insurance representative, that the block is twisting and the outfall will need to be de-watered when a further inspection is carried out.

Members noted that the block was not moving at the rate it had been previously moving. This matter was to continue to be monitored.

It was noted that the old pump at New Fen pumping station would need some work and attention in the near future.

Members also looked at safety issues on the weedscreen.

4. 29 Uggmere Court Road

The fence along the drain at 29 Uggmere Court Road was inspected by the Board. It was agreed that the occupier be sent a further letter and if there was non-compliance then the Board would consider prosecution.

5. Harpers Drove

The Board inspected the culvert under the access at Minnie Smith's property on Harpers Drove. Minnie Smith was present and said she would carry out the work when the weather improved. It was agreed with her that this would take place by the 1st October 2018 at the latest.

6. Dam – adjacent to drain under Chapel Road/Road to Jackson's Bridge

The Dam was installed some time ago (15 years). Various options were considered for repair of the Dam at this point including use of sandbags, a replacement Dam or a culvert with overflow flap. The District Officer would monitor the Dam and future works would be considered once the water levels had been established.

7. Bank slip

Members inspected a bank slip just down from Upwood Common, Points 80-81. This may need piling and a digger would be required to carry out this work.

8. Upwood Common Pumping Station

There was weed in front of the weedscreen which would need to be raked out. This was now becoming a daily job for the District Officer (depending on how often the pump was running). It was noted that the steps and handrail may need to be replaced and that the steps may need to be levelled out. If necessary, a contractor would need to be appointed to carry out this work. The door on the outfall for the pump may need to be replaced and the handrail on the weedscreen needed attention.

[Reference to points are to points on the Board's District Drain map]

B.1074 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 as a contractor for work undertaken on behalf of the Board.

B.1075 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 4th January 2018 are recorded correctly and that they be confirmed and signed.

B.1076 Appointment of Clerk

RESOLVED

That the Middle Level Commissioners be appointed Clerk to the Board for the ensuing year.

B.1077 Clerk's fee

The Board gave consideration to the Clerk's fee for 2018/2019.

RESOLVED

That the fee of the Clerk be increased in line with inflation for the year 2018/2019.

B.1078 Appointment of District Officer

RESOLVED

That L Butler Esq be appointed District Officer to the Board during the ensuing year.

B.1079 Vacancy in Membership

Further to minute B.1048, the Chairman reported that Andrew Wagstaffe had confirmed to him that he was able to accept the invitation to join the Board but unfortunately could not attend today's meeting.

The Chairman reported that Mr C Smith had not attended Board meetings for some time.

RESOLVED

- i) That the Clerk write to Mr C Smith advising him that, in view of his non-attendance at meetings, the Board assume he no longer wished to continue to be a member.
- ii) That Mr A Butler be co-opted to membership of the Board.

B.1080 Land Drainage Act 1991

Board Membership – Huntingdonshire District Council

Miss McShane reported that both Councillors Bucknell and Howe had retired from Huntingdonshire District Council and were no longer members of the Board. Huntingdonshire District Council had written to advise that it would not be possible to confirm appointment of Councillors to the Board until after the full Council meeting following the recent District Council elections.

B.1081 Water Transfer Licences

Further to minute B.1051, 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.1082 Use of Drove Claimed by the Board

Further to minute B.1053, Miss McShane referred to an email dated the 15th March 2018 from The Highways Asset Manager, Cambridgeshire County Council.

The email confirmed that School Drove, Middle Drove and Harpers Drove are not highways maintainable at public expense and that responsibility for the maintenance of these roads rests with the drainage board and/or the frontagers of these drove roads. The email also confirmed that the use of powers under Sec 230 of the Highways Act 1980 by Cambridgeshire County Council are exceedingly rare and because of lack of resources it will not be possible for the County Council to become involved in complaints regarding unadopted roads.

The Chairman enquired whether if the Board acquired a gate to prevent access to Great Raveley Drain, would the Middle Level Commissioners contribute by erecting the gate on behalf of the Board.

RESOLVED

That the position be noted.

B.1083 Amendment to the Board's byelaws

Further to minute B.1054, Miss McShane reported that once all the Boards administered by the Middle Level Commissioners have considered updating their Byelaws in accordance with the recommendations of Defra, she would be submitting the amended Byelaws to Defra for confirmation.

She confirmed that the amendment to include the other side of Ramsey Heights Catchwater Drain would be included in the amended Board's Byelaws.

B.1084 Contravention of Byelaws

Further to minute B.1055, Miss McShane reported that a letter had been sent to the occupiers of 29 Uggmere Court Road requesting them to remove the fence.

RESOLVED

That a further letter be sent to the occupiers of the property and, if there was failure to comply with the Board's request, this should be followed up with prosecution.

B.1085 Drain Adjacent to Tesco's at Point 28

Further to minute B.1056, Miss McShane reported that the Consulting Engineer had been investigating the amount of run-off going directly into the Board's drain from the Tesco store. He had previously advised that the pump being used was possibly bigger than had been given approval for or that the pump was not being operated correctly.

RESOLVED

That the Consulting Engineer continue to pursue this matter with Tesco's.

B.1086 Applications for Byelaw Consent

Further to minute B.1060, the Chairman referred to the discussions with Minnie Smith, earlier on the Inspection, concerning the replacement of the existing field access culvert when she confirmed that the works to replace the culvert would take place as soon as the weather improved.

RESOLVED

That the Clerk write to Minnie Smith advising that the works to replace an existing field access culvert must be carried out by the 1st October 2018.

B.1087 Defra IDB1 Returns

Further to minute B.1066, 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.1088 Sale of old single diesel engine

Further to minute B.1072, the Chairman reported that the Board had received the sum of £100 for the sale of the old diesel engine and that he would ask that the engine be removed from the pumping station within the next 6 months.

B.1089 Consulting Engineers' Report

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

Ramsey, Upwood & Great Raveley I.D.B.

Consulting Engineers Report – April 2018

Pumping Stations

Other than the matters reported at previous meetings or described below, only routine maintenance has been carried out.

New Fen Pumping Station

No further developments have been forthcoming from the Board's insurance company regarding the subsiding outfall chamber.

Upwood Common

The control building roof and the hand railing to the steps are in poor condition and their replacement is recommended, together with replacement of the badly corroded cover plates around the discharge pipe.

Grant-in-Aid for Green Dyke Pumping Station

The position remains that whilst the scheme would have significant potential to attract grant-in-aid the EA has rejected a proposal to bring grant funding forward. As a result, whilst there is continued effort being made to get this scheme into the programme earlier than originally identified. The business case development is therefore on temporary hold but will be progressed later this year.

Pumping Hours

Pumping Station	Hours Run March 17- April 18	Hours Run April 16- March 17	Hours Run April 15 – April 16	Hours Run April 14 - April 15	Hours Run April 13 – April 14	Hours Run April 12 – April 13
Green Dyke	107 (5566)	36 (5459)	76 (5423)	140 (5347)	158 (5207)	289 (5049)
New Fen	384	168	293	957	526	919
New Fen No 1	96 (1322)	84 (1226)	204 (1142)	432 (938)	58 (506)	131 (448)
New Fen No 2	288 (3555)	84 (3267)	89 (3183)	525 (3094)	468 (2569)	788 (2569)
Upwood Common	156 (4050)	48 (3894)	95 (3846)	141 (3751)	172 (3610)	317 (3438)

Planning Procedures Update

Planning Agents Training Day

Having identified engagement issues between "Developers" and the Commissioners and Associated Boards, a Training Day was held in late October. Invites were issued to Agents, Developers, Consultants and Council Officers who we regularly deal with. Despite the absence of Council

Officers, the event was well attended and feedback suggests the event was well received. The format of the event was to inform those attending of the unique nature of the area, where the IDBs fit into the development process, what the issues are, and how the Middle Level Commissioners deal with them.

Unfortunately, there were no representatives from the Huntingdonshire District Council area.

Planning Applications

In addition to matters concerning previous applications, the following 2 new development related matters 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>
341	H/17/02104/FUL	Mrs L Harrod	Travellers Site (4 caravans)	Middle Drove, Ramsey Heights
342	H/18/00203/HHFUL	Mr & Mrs M Barnes	Residence (Extension)	Ugg Mere Court Road, Ramsey St Marys

From the information provided it is understood that 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.

- *Mixed use development comprising employment (including trade counter sales) (use classes, B1, B2 and B8) car sales, car breaking, combined heat and power uses and a children's day nursery (D1), means of access and road layout at land opposite Viscount Garage, St Marys Road, Ramsey – Client of ESP Ltd (MLC Ref No 210) & Abbey Properties (Cambs) Ltd (MLC Ref Nos 225 & 278)*
- *Erection of an open sided agricultural building at Colwyn, Upwood Road, Ramsey Heights - P Harper & Sons (MLC Ref No 264)*
- *Construction of 52 dwellings and associated works on land adjacent to St Marys Road Industrial Estate (the former Ramsey North Railway Station) St Marys Road, Ramsey – (Ramsey SPA Site RA2 Ramsey Gateway) - Client of Maple Solicitors (MLC Ref No 276) & Seagate Homes (MLC Ref Nos 284 & 308)*

In view of the absence of recent correspondence and any subsequent instruction from the Board it will be presumed, unless otherwise recorded, that the Board is content with any development that has occurred and that no further action is required at this time.

Erection of a food-store, petrol filling station, residential development, community facilities and associated highways and infrastructure works – Tesco Stores Ltd & Abbey Properties Cambridge Ltd (MLC Ref Nos 114, 133 & 168); Application to replace Planning Permission 0501658OUT for erection of foodstore, petrol filling station, residential development, community facilities and associated highways and infrastructure works at land at the corner of Stocking Fen Road and Ramsey St Marys Road, Ramsey - Lord De Ramsey's 1963 Settlement (MLC Ref No 244) and Reserved matters application for the residential phase consisting of 108 flats and houses, means of access (to eastern side of high lode), appearance, landscaping, layout and scale. Application made pursuant to outline permission 0501658OUT varied by permission 0900365S73 land at The Corner Of Stocking Fen Road and St Marys Road, Ramsey - Abbey Properties (Cambs) Ltd & Lord de Ramsey (MLC Ref No 248)

Further the Board's instruction made at the last meeting, minute B.1056 Drain Adjacent to Tesco's at Point 28, a site meeting was arranged with the Deputy Manager of Ramsey Tesco to investigate the pumping arrangement of the attenuation pond. At the time of the visit in late January 2018 the pond was empty of water and the pump was continually trying to operate. There appeared to be a problem with the level sensors. The Deputy Manager said he would investigate the problem and a subsequent visit suggested that this had been rectified as water was now being stored in the attenuation pond. A request was made to Tesco to confirm the size of pump installed as it was thought to be 20 l/s, however confirmation has not, to date, been received.

The District Officer's comments are noted but in view of the site's location and the size of the pump's catchment it is considered unlikely that this is the only factor resulting in the New Fen pumping station switching on during daytime hours.

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 29 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. SFRAAs 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.

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.

The main matters that may be of interest to the Board are as follows:

The Great Ouse Tidal River Baseline report

This EA document is complete and available in PDF format. The report sets out the status of flood risk management on the tidal River Ouse. One of the most critical/important maps highlights cost benefits in terms of GiA and other funding sources. The report also sets out issues going forward with regard to long term funding of managing the catchment.

The Future Fenland Project

Phase 1 of this EA project, which concerns all of the Fens, has commenced. This will take a couple of years to complete and will include Lincolnshire and Northamptonshire. A workshop for stakeholders was held in January and a further one will be held during March 2018. One of the aims of this phase is to outline the total cost benefit analysis of maintaining the Fens.

Phase 2 will assess how the Fens may change in the future based on information from phase 1. This may include considering changes in land uses and funding streams.

There are varying views on the future of the Fens and the development of the project. One of the concerns raised was the source of future funding for the management of the Fens and the conflicting views on how it should be managed.

Programme Development Unit (PDU)

This EA team will focus on helping partners deliver projects more efficiently. There are a number of large EA projects that the PDU will be involved with, therefore a hierarchy of projects will need to be established to ensure clarity of their involvement.

Flood risk activities: environmental permits (formerly flood defence consents)

There is currently a proposal by the EA to raise the costs of permitting in stages from the current £170 minimum potentially up to £1441.

Cambridgeshire County Council (CCC) has advised that the Lead Local Flood Authority (LLFA) has also been involved in a similar process with ADA. A response has been prepared by ADA and for more detail see item 29 on the Agenda.

Members will be aware that the statutory fee for obtaining consent stated within the Land Drainage Act has, for many years, been only £50.00 which does not cover the real costs of processing such a consent.

Cambridgeshire County Council – Flood and Water Team – Ordinary watercourse consents have been considered and issued when required.

The Bedford Group of IDBs has advised that Ordinary watercourse consents in its area were not originally considered with protected provisions in the Development Control Order (DCO), a planning document. A legal agreement was subsequently agreed that reflects the IDBs' byelaws and protected provisions.

It is understood that the EA had a similar situation at Peterborough on a Main River, even though it was a stakeholder in the project.

IDBs are reminded that they are not Statutory Consultees in such consultations but do need to be aware of forthcoming schemes in order to protect their interests.

Rain Gauges Project

Note. *The Official Journal of the European Union (OJEU - previously called OJEC, the Official Journal of the European Community) is the publication in which all tenders from the public sector which are valued above a certain financial threshold according to EU legislation, must be published. The legislation covers organisations and projects that receive public money, such as Local Authorities, NHS Trusts, MOD, Central Government Departments and Educational Establishments.*

The Eastern Regional Flood & Coastal Committee (RFCC) area (largely Norfolk, Suffolk and Essex) will be joining this Central RFCC project which is likely to be Project Managed by the EA.

The size of the project is causing delays but draft OJEU tender documents, a business case and inter LLFA and AWSL legal agreements are currently being drafted.

Strategic Flood Risk Planning Advisor

Funded by the Local Levy the EA has employed a Strategic Flood Risk Planning Advisor on a two year contract. The role will include providing input to LPA's Local Plans (most of which, within Cambridgeshire, are approaching completion) and highlighting flood mitigation opportunities within strategic development proposals.

Integrated FRM PhD research project

A PhD researcher at the Flood Hazard Research Centre (FHRC) Middlesex University is working on integrated flood risk management within Cambridgeshire with the aim of understanding the connectivity between different networks (such as the RFCC, CFRMP, catchment partnerships, local resilience forums, enterprise partnerships) and to see how these influence the integration of different FRM objectives (preventing new risk, reducing existing risk and managing residual risk) and other wider sustainable development objectives. An interview attended by the Chief Executive and Planning Engineer was held with the researcher on 5 January, to discuss their roles; the role of IDBs and partnership working, amongst other things.

General Advice

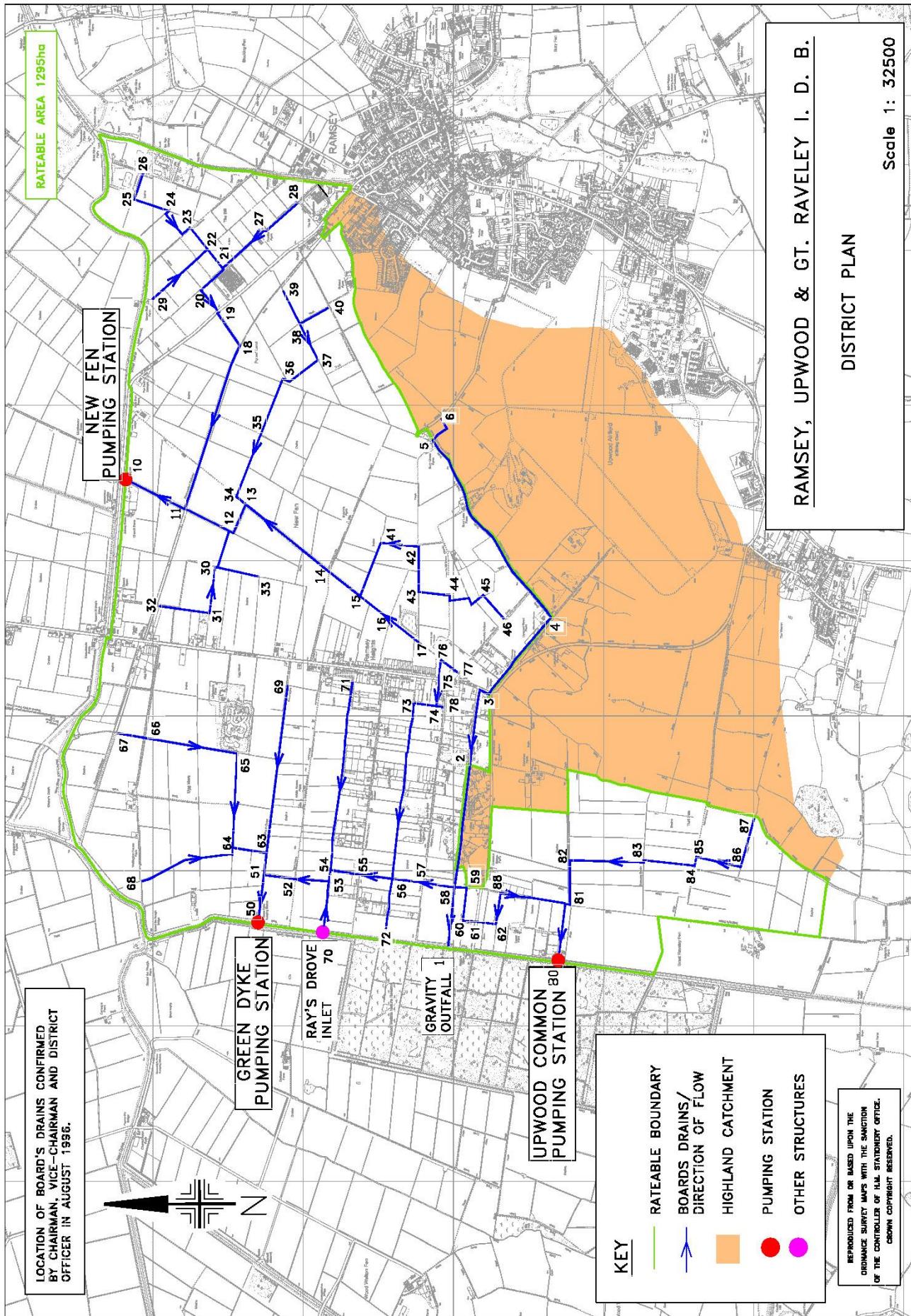
Assistance has been given, on the Board's behalf, in respect of the following:

- a) A site visit was made to Harpers Drove, Ramsey Heights to determine the situation regarding the replacement of a field access culvert that was installed with the wrong size pipe. Having spoken to the resident on site it was agreed that the culvert will be replaced when the weather improves.

Consulting Engineer

30 April 2018

RUGtR(328)\Reports\April 2018



Members noted that the old pump at New Fen pumping station may need to be overhauled.

RESOLVED

- i) That the Report and the actions referred to therein be approved.
- ii) That the Consulting Engineer follow up with Tesco stores in Ramsey regarding the amount of run-off for their attenuation pump.

B.1090 Capital Improvement Programme

Members considered the Board's future capital improvement programme.

RESOLVED

- i) That the Capital Programme be approved in principle and kept under review.
- ii) Green Dyke pumping station
That the application for grant-in-aid for the replacement of Green Dyke pumping station be reinstated and progressed for submission to the Environment Agency.
- iii) That the refurbishment of the old pump at New Fen Pumping Station be included in the Capital Improvement Programme.

B.1091 District Officer's Report

The District Officer reported that all scheduled flail mowing and slubbing work had been carried out.

He advised that at the location of Green Dyke and Middle Drove there was a fence that needed to be removed. However, as a temporary measure he had agreed with the landowner opposite to flail on that side.

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 the District Officer ascertain whether fences needed to be removed at Green Dyke and Middle Drove before flailing.

B.1092 Environmental Officer's BAP Report

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

Miss McShane referred to Cliff Carson's recent health issues and that he was now back at work and had recently filmed a piece on otters which was due to be shown on the BBC Spring Watch

programme towards the end of the month. She reported that Cliff was due to retire at the end of June and that the process to find his replacement was in hand.

B.1093 District Officer's Fee

The Board gave consideration to the District Officer's fee for 2018/2019.

Miss McShane referred to the Middle Level Commissioners' pay award indicator which was 2.58%.

RESOLVED

That the Board agree that the sum of £3,264.00 be allowed for the services of the District Officer for 2018/2019.

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

B.1094 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 Defra.

RESOLVED

That the application for grant-in-aid for the replacement of Green Dyke pumping station be reinstated and progressed for submission to the Environment Agency.

B.1095 Environment Agency – Precept

Miss McShane reported that the Environment Agency had issued the precept for 2018/2019 in the sum of £4,858 (the precept for 2017/2018 being £4,786).

B.1096 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

(a) Miss McShane reported that the sum of £2,423.52 (£7,749.94 less £5,326.42 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 £2,677.85 in respect of 80% of the Board's estimated expenditure for the financial year 2017/2018.

(b) Further to minute B.1027(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.1097 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 2018 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.1098 Health and Safety Audits

Further to minute B.1065, the Chairman referred to the visit by Croner on Monday the 16th April 2018. They inspected the pumping stations and it was anticipated that the report would cover any actions that were needed to be carried out by the Board at the pumping stations.

RESOLVED

i) That the Health and Safety Officer be appointed after consideration of the Croner report.

- ii) That consideration should be given to the payment of a fee for the additional responsibilities of a Health and Safety Officer.
- iii) That Croner supply template Risk Assessments for the Board for completion by the Chairman with further assistance from the Middle Level Commissioners' Operations Engineer.

B.1099 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.1100 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.1101 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.1102 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.1103 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.1104 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.

B.1105 Appointment of External Auditor

Further to minute B.973(c), Miss McShane referred to the decision by the Board 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 Board for a five year period commencing with the financial year 2017/2018.

B.1106 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.1107 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.1108 Payments

The Board considered and approved payments amounting to £37,278.49 which had been made during the financial year 2017/2018.

(NB) – The Chairman declared an interest in the payment made to D C Roberts and Son.

B.1109 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 Return, on behalf of the Board, for the financial year ending 31st March 2018.

B.1110 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 51.34% and 48.66%.

RESOLVED

- i) That the estimates be approved.
- ii) That a total sum of £41,870 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 £21,497 and £20,373 respectively.
- iv) That a rate of 13.0p in the £ be laid and assessed on Agricultural hereditaments in the District.
- v) That a Special levy of £20,373 be made and issued to Huntingdonshire 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 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.

B.1111 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.1112 Dates of next Meetings

RESOLVED

That the next Meetings of the Board be held as follows in 2019, viz:-

- i) Thursday the 3rd January 2019
- ii) Thursday the 16th May 2019 (prior to which the District Inspection will be held).