

## OVER AND WILLINGHAM INTERNAL DRAINAGE BOARD

At a Meeting of the Over and Willingham Internal Drainage Board  
held at the Over Community Centre, The Doles, Over on Thursday the 1<sup>st</sup> May 2018

### PRESENT

B R Burling Esq (Chairman)                      M Church Esq  
S O Burling Esq    L M Cook Esq  
J Thorp Esq

Miss Samantha Ablett (representing the Clerk to the Board) was in attendance.

### Apologies for absence

Apologies for absence were received from K Bird Esq, C J Cross Esq, T Henshaw Esq and R D Holland Esq.

### B.125 Declarations of Interest

Miss Ablett 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.

Mr Church declared an interest in agenda items 17 and 46.

Mr Cook declared an interest in flail mowing contractors and in matters relating to the pump attendant.

### B.126 Confirmation of Minutes

### RESOLVED

That the Minutes of the Meeting of the Board held on the 2<sup>nd</sup> May 2017 are recorded correctly and that they be confirmed and signed.

### B.127 Pump attendant

Further to minute B.89, the Chairman reported that, following the commissioning of the automatic weedscreen cleaning equipment, the service contract with the pump attendant had been terminated, although the Board had, however, not yet received a final invoice for his services up to July 2017. Mr Cook advised that he would remind him to do so.

### B.128 Appointment of Chairman

### RESOLVED

That B R Burling Esq be appointed Chairman of the Board.

B.129 Appointment of Vice Chairman

RESOLVED

That L M Cook Esq be appointed Vice Chairman of the Board.

B.130 Bank mandate

RESOLVED

That, in addition to Mr B R Burling, Mr L M Cook be authorised to sign cheques and authorise payments on behalf of the Board.

B.131 Election of Members of the Board

Miss Ablett reported that, as the number of candidates for membership of the Board did not exceed the number of persons to be elected (ten), the following candidates were elected as Members of the Board for a period of three years from the 1<sup>st</sup> November 2017, viz:-

BIRD Keith	COOK Leslie Maurice
BURLING Brian Roy	HENSHAW Tim
BURLING Stuart Oliver	HOLLAND R D
CHURCH Michael	THORP James

(NB) – Councillor C J Cross is also a Member of the Board as the nominee of South Cambridgeshire District Council under the provisions of the Land Drainage Act 1991.

B.132 Filling of vacancy

Consideration was given to the filling of the two vacancies on the Board.

RESOLVED

That no action to be taken at the present time and the position be reviewed at the next scheduled meeting of the Board.

B.133 Water Transfer Licences

Further to minute B.88, Miss Ablett referred to a letter received from ADA dated the 27<sup>th</sup> October 2017 and to the Clerk's response to Defra and also to the fact that licencing of water transfers came into force on the 1<sup>st</sup> January 2018. She advised however, that only one licence is required per EA water body transferred from even if multiple intakes exists and each licence costs £1,500 but lasts for 12 years.

The Chairman advised that the Board had one inlet from the River Great Ouse which had not been used for some time. The Board agreed to monitor the situation and, should the need arise, to apply for a water transfer licence before any abstraction took place.

#### B.134 Provision of automatic weedscreen cleaning equipment at Over pumping station

Further to minute B.89, the District Officer reported that there had been no problems to date with the new automatic weedscreen cleaning equipment. He also reported that, as authorised at the last meeting, a 3 ton trailer had been purchased to assist with the disposal of the material from the weedscreen cleaner and that David Jordan of Haddenham Level Drainage Commissioners was assisting with this, for which a fee was being charged and included in the accounts.

The District Officer confirmed that the fencing had been completed and a handrail installed. The Chairman enquired what action had been taken with regards to the trees at the pumping station. The District Officer advised that Ken Skeels had cut back the trees which were overhanging the pumping station and UK Power Networks had cut down those over the electric cables.

#### B.135 Capital Improvement Programme

Members considered the Board's future capital improvement programme.

#### RESOLVED

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

#### B.136 District Work Report

The District Officer reported that the standard maintenance programme had been completed in 2017 and that he proposed undertaking the same regime for 2018. He advised that, due to the wet conditions, the additional section at Overcote Road to the pumping station had not been completed but would be included in the current programme. He reported that there were some trees that had blown over the drain at Sharps Corner. Mr Thorp agreed to remove these.

#### RESOLVED

That the Report and the actions referred to therein be approved and that the Officer be thanked for his services over the preceding year.

#### B.137 Willows and Saplings alongside District Watercourse

Further to minute B.92(ii), the Chairman reported that although some of the willows and saplings around point 46 at Overcote Road had been cut down, some still remained, making it difficult for the machinery to manoeuvre around them to maintain the drain, and it was imperative that these also be removed. Members agreed that Mr Hayward should be contacted to advise him of the position and request that the remaining willows and saplings be removed.

#### RESOLVED

That the Clerk write again to Mr D J Hayward, thanking him for cutting down some of the willows and saplings, and advising that there were still more that needed to be removed and requesting that this be completed before September, when the drain maintenance will commence.

### B.138 Dockerell Brook/Willingham Lode

Further to minute B.93, Miss Ablett referred to the letter received from the Environment Agency dated the 6<sup>th</sup> June 2017 in relation to the maintenance works at Dockerell Brook.

The District Officer felt that their response was disappointing particularly as the Environment Agency had provisionally agreed that Willingham Lode needed slubbing out on a regular basis.

Mr Cook reported that of huge concern to residents was the sewage water which was over spilling manholes at Fen End. The Chairman advised that, having inspected this problem with South Cambridgeshire District Council's planning officer, the issue was that sediment from the sewage water was settling and restricting the flow of water.

Mr Cook suggested that, in view of the problems being encountered and the concerns raised by the residents, the Board should contact the Environment Agency again.

It was agreed that a meeting with the Environment Agency to inspect the area and discuss the problem would be the best way forward.

#### RESOLVED

That the Clerk write to the Environment Agency requesting a meeting with the Chairman, Vice Chairman and District Officer to discuss the maintenance of Dockerell Brook and to advise the Chairman, Vice Chairman and District Officer of the date, once agreed.

### B.139 Access to Over Pumping Station

Further to minute B.107, the District Officer reported that he had met with Cambridgeshire County Council's enforcement officer last year to inspect the locked gates, but unfortunately no action had been taken. He advised that, although the residents were being co-operative with regards to the opening of the gates when required, the gates were too close to the road.

Members agreed that the best way forward would be to meet the Cambridgeshire County Council's Highways Officer to discuss the problems arising with the locked gates.

#### RESOLVED

That the Clerk write again to Cambridgeshire County Council regarding the locked gate and request a date for a meeting with the Board to discuss the matter.

### B.140 Environmental Officer's Newsletter and BAP Report

Miss Ablett 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 referred to the Environmental Officer's request for offers to monitor live-catch mink traps and advised that the RSPB at Cell 1 were trapping and killing mink which he considered should be reported to the Environmental Officer.

## RESOLVED

That the Environmental Officer be advised of the trapping and killing of mink by the RSPB at Cell 1.

### B.141 District Officer's Fee

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

## RESOLVED

That the Board agree that the fee of the District Officer remain as at present and the sum of £1,500 be allowed for the services of the District Officer for 2018/2019.

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

### B.142 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.

### B.143 Agreements between the Drainage Board, Hanson Aggregates and RSPB

In the absence of Mr Bird, no report was presented.

## RESOLVED

That the current arrangements between the Board and Hanson Aggregates continue for 2018/2019.

### B.144 Gravel Extraction programme for 2018/2019

In the absence of Mr Bird, no report was presented.

### B.145 Tidal River Action Plan Scoping Workshop

Further to minute B.99, Miss Ablett advised that in early February and after significant delays the Environment Agency had finally received the MMO licence for the tidal Ouse agitation dredging pilot. This scheme was due to start several years ago but had suffered a number of setbacks. The Environment Agency advises that they will now start working with their procurement team to revisit the original tender documents and are expecting to carry out work between October/November/December this year. They will also be sharing any recent data from

their routing centreline bathymetric survey which is used to monitor the silt movements year on year within the tidal river corridor.

#### B.146 Ouse Washes Landscape Partnership Scheme

Miss Ablett referred to a letter received from Cambridgeshire Acre dated 1<sup>st</sup> May 2017.

She reported that an extensive biodiversity study had been commissioned by Cambridgeshire ACRE last year which included fifteen of the Over and Willingham IDB watercourses. Information on this was given in the appendix and it was noted that the full survey results could be found online.

Miss Ablett further reported that the group had met on the 17<sup>th</sup> March and 12<sup>th</sup> September 2017 and the items covered included issues on badgers and the bank slips their activity had caused, the dredging of the 100 foot, where the dredged material had been used to repair the Cradge bank and, agitation Dredging at Stow Bridge. Miss Ablett added that, after significant delays, the Environment Agency had finally received the MMO licence for a dredging pilot on the River Great Ouse. This scheme had been due to start several years ago but had suffered a number of setbacks. The Environment Agency advises that they will now start working with their procurement team to revisit the original tender documents and are expecting to carry out work between October/November/December 2018. They will also be sharing any recent data from their routine centreline bathymetric survey which is used to monitor the silt movements year on year within the tidal river corridor. One other matter which was covered in detail was the concern over the increasing close proximity of Floating Pennywort for which an action plan was being formulated at the September meeting

#### B.147 Flail Mowing

Further to minute B.100, Miss Ablett reported that the Board had resolved to engage L A Burton to undertake flail mowing operations until 2019/2020.

(NB) – Mr Cook declared an interest when this item was discussed.

#### B.148 Application for byelaw consent

Miss Ablett reported that the following application for consent to undertake works in and around watercourses had been approved and granted since the last general meeting of the Board, viz:-

<u>Name of Applicant</u>	<u>Description of Works</u>	<u>Date consent granted</u>
Hanson Quarry Products	Diversion of watercourse for a period not exceeding 12 months	8 <sup>th</sup> November 2017

The District Officer advised that a further diversion of the Main Drain had been consented and two culverts had also been approved to carry the diverted bridleway.

#### RESOLVED

That the action taken in granting consents be approved.

#### B.149 Environment Agency – Precept

Miss Ablett reported that the Environment Agency had issued the precept for 2018/2019 in the sum of £15,023 (the precept for 2017/2018 being £14,801).

#### B.150 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

(a) Miss Ablett reported that the sum of £662.46 (£2,178.05 less £1,555.59 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 £1,639.94 in respect of 80% of the Board's estimated expenditure for the financial year 2017/2018.

(b) Further to minute B.103(b), Miss Ablett 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.151 Association of Drainage Authorities

Miss Ablett reported:-

##### a) Annual Conference

That the Annual Conference of the Association of Drainage Authorities would be held in London on Wednesday the 14<sup>th</sup> 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 6<sup>th</sup> March 2018 and the fact that the administration of this branch has now been passed to the Middle Level Commissioners.

Miss Ablett 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) Subscriptions

That it was proposed by ADA to increase subscriptions by approximately 1% in 2018, viz:- from £536 to £542.

RESOLVED

That the increased ADA subscription be paid for 2018.

d) Liability of Board Members

Miss Ablett referred to, and the Board noted, a Guidance Note received from ADA dated the 28<sup>th</sup> September 2017 which summarised the issue of when Members of an Internal Drainage Board may be held personally liable for actions which they take in that capacity.

Miss Ablett advised that the Board had management liability insurance in place, which was in respect of claims made as a result of a wrongful act against members of the Board arising from the management and operations of the Board and that the cover attached was £5,000,000.

e) Updating IDB Byelaws

Miss Ablett referred to a letter received from ADA dated the 20<sup>th</sup> October 2017.

Miss Ablett reported that most of the IDBs in the area have a set of Byelaws which were made under Section 34 of the Land Drainage Act 1976 for the secure and efficient working of the drainage system in their area.

Defra have now suggested that the Byelaws which have been adopted by IDBs should be updated to include within their purpose powers in relation to environment matters. To do this it will be necessary to update the current Byelaws in line with the standard model byelaw published in October 2012.

Members discussed the proposed amendments to the Byelaws and the Chairman raised concerns, in particular to Point 9 of the model Byelaws, which appeared to restrict the powers of the Board, where it states that a hedge growing on the bank of a watercourse shall require no more than the pruning of the hedge.

RESOLVED

That the Clerk be requested to draft new Byelaws for consideration by the Board at their next meeting, to include compliance with the environment regulations, but excluding the additional wording for Point 9, as this appears to restrict the powers of the Board.

f) New Model Policy Statement

Miss Ablett referred to the publication of the new model Policy Statement issued in late April 2018 by ADA.

g) Floodex 2019

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



### B.152 Capital Programme Strengthening and Delivery

Miss Ablett referred to, and the Board noted, the slides presented by the Environment Agency at the Great Ouse IDB and EA Strategic Group meeting on the 19<sup>th</sup> April 2017.

### B.153 Proposed Residential Development – Station Road, Over – Discharge of surface water

Miss Ablett reported that Enzygo, who had been commissioned to undertake a Flood Risk Assessment for the proposed development located at the East of Station Road, Over, had advised that the proposal was to discharge surface water from the site into the on-site drain. After consulting the District Officer, the Clerk had responded to Enzygo advising that, although the development appeared to be outside the Board's district, any water arising therefrom would eventually discharge into the Board's District and the Developer would have to agree with the Board how the surface water would be managed. If the Board were required, and agreed to take, any additional water then a discharge contribution would be payable to cover the additional cost to the Board of dealing with the extra flows.

The Chairman advised that the Developers had suggested using an attenuation pond to dispose of the surface water. However, even if this was the case, he had agreed with the Clerk that any water from the development would eventually discharge into the Board's District and would have to be dealt with by the Board.

He reported that following an objection by Highways, the Developers had proposed an alternative solution and as yet planning permission had not yet been granted.

### B.154 Cambridgeshire Flood Risk Management Partnership Update

Further to minute B.109, Miss Ablett updated the Board on matters considered at the last meeting of the Partnership on the 26<sup>th</sup> February 2018 including staff updates, major projects at the A14, A47 and A48, the appointment of the Strategic Flood Risk Planning Officer and rain gauges.

### B.155 Middle Level Commissioners and Administered Boards Chairs Meeting

Miss Ablett reported that a meeting of the Chairmen of all of the Middle Level Commissioners' administered Boards met on the 8<sup>th</sup> 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.156 Member training and the appointment of a Health and Safety Officer

Miss Ablett 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.

Although the Board acknowledged the importance of Health and Safety, the Chairman considered the position of a Health & Safety Officer was a specialised field and would be too onerous and time consuming for any Board member.

Members enquired whether the Middle Level Commissioners could be the Health & Safety Officer for the Board, to which Miss Ablett advised that health & safety matters was an area for which the Board was responsible and it would only be possible for Jonathan Fenn, the Commissioners' Health & Safety Officer, to assist.

The Chairman enquired whether other Boards had appointed an Officer and Miss Ablett advised that some Boards had appointed either the Chairman, Vice Chairman or District Officer, some had chosen not to appoint anyone at their meeting and some had appointed an individual, with the assistance of Jonathan Fenn from the Middle Level Commissioners.

### RESOLVED

- i) That Jonathan Fenn, the Middle Level Commissioners' Health & Safety Officer, contacts the Chairman to discuss and review the matter further and the appointment of a Health and Safety Officer be reconsidered at the next meeting of the Board.
- ii) That the Board participate in any training organised through the Middle Level Commissioners.

## B.157 Defra IDB1 Returns

Miss Ablett referred to a letter received from Defra dated the 24<sup>th</sup> April 2018 and reported on the proposed changes to the Annual Defra IDB1 Returns.

She advised that the IDB1 form is completed each year in accordance with the Land Drainage Act 1991 and is submitted to Defra, the Environment Agency and to each Council which pays an IDB Special Levy. The form provides information on such items as income, expenditure, a policy delivery statement, the bio-diversity action plan, asset management and governance matters.

Miss Ablett reported that for the year ended 31<sup>st</sup> March 2017 the IDB1 return was amended and additional information requested, such as details of board membership, attendance at meetings, whether elections are held and confirmation that the complaints procedure is accessible from the home page on an IDB's website. This information will enable Defra to gather more data in relation to IDBs.

For 2018 the IDB1 form will be further expanded. The additions were developed in co-operation with the Environment Agency, ADA and invited IDB representatives including David Thomas on behalf of the Middle Level Commissioners. The inclusion of items within the form which would either be difficult to report on or provide information which collectively would be of little value have been resisted and the new IDB1 form should, as a result, allow Defra to gain a much clearer insight into what IDBs deliver annually. It is hoped that this in turn will assist with raising further the profile of IDBs.

#### B.158 Requirements for a Biosecurity Policy

Miss Ablett 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.159 The General Data Protection Regulation (GDPR)

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

#### RESOLVED

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

#### B.160 Charging for Environmental Permits

Miss Ablett reported on the consultation on charging for Environmental Permits which closed on the 26<sup>th</sup> 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](http://www.ada.org.uk/2018/01/ada-responds-environment-agency-charge-proposals-2018).

### B.161 Completion of the Annual Accounts and Annual Return of the Board – 2016/2017

- a) The Board considered and approved the comments of the Auditors on the Annual Return for the year ended on the 31<sup>st</sup> March 2017.
- b) The Board considered and approved the Audit Report of the Internal Auditor for the year ended on the 31<sup>st</sup> March 2017.

### B.162 Governance and Accountability for Smaller Authorities in England

Miss Ablett 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 2018.

### B.163 Budgeting

Miss Ablett 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 2018.

### B.164 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.165 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.166 Appointment of External Auditor

Further to minute B.74, Miss Ablett 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.167 Exercise of Public Rights

Miss Ablett 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.168 Annual Governance Statement – 2017/2018

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

#### RESOLVED

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

### B.169 Payments

The Board considered and approved payments amounting to £108,146.74 which had been made during the financial year 2017/2018.

(NB) – Mr Church declared an interest in the payments made to him and to Haddenham Level DC.

(NB) – Mr Cook declared an interest in the payment to L A Burton.

### B.170 Anglia Farmers

The Board considered their contractual arrangements with Anglia Farmers for the supply of electricity.

Miss Ablett reported that the contract with Anglia Farmers ceases on the 30<sup>th</sup> September 2018 and advised that, in view of the problems encountered over the past 15 months with the operation of the contract, a report had been sent to all Chairmen.

Miss Ablett further advised that, although the Clerk was able to recommend to the Board that they remain with Anglia Farmers for a further contract period, usually 18 months to 2 years, during which time the service provided by them will be monitored, it was the Board's decision and should they wish to be removed from the buying group then it would be the Board's responsibility to negotiate its own separate electricity contract with a supplier.

Miss Ablett reported that the Chairman had agreed for the Commissioners to remain with Anglia Farmers.

#### RESOLVED

That the actions of the Chairman be approved and the current arrangements be continued for a further contract period, during which time the service provided by them, in relation to the running of the contract, be monitored.

### B.171 Annual Accounts of the Board – 2017/2018

The Board considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31<sup>st</sup> 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 31<sup>st</sup> March 2018.

### B.172 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 Ablett 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 50.01% and 49.99%.

#### RESOLVED

- i) That the estimates be approved.
- ii) That a total sum of £32,274 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 £16,140 and £16,134 respectively.
- iv) That a rate of 26.0p in the £ be laid and assessed on Agricultural hereditaments in the District.
- v) That a Special levy of £16,134 be made and issued to South Cambridgeshire 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.173 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.174 Date of next Meeting

RESOLVED

That the next Meeting of the Board be held on Tuesday the 30<sup>th</sup> April 2019.

B.175 GIS Mapping

The Chairman raised concerns that maps were not available to the Board, showing the location and which land was being rated.

Mr Thorp advised that he had a GIS map, which he would bring to the next Board meeting.