

## CONINGTON AND HOLME INTERNAL DRAINAGE BOARD

At a Meeting of the Conington and Holme Internal Drainage Board  
hosted at the Middle Level Offices, March on Tuesday the 9<sup>th</sup> June 2020

### PRESENT

J Racey Esq (Chairman)	R Elmore Esq
G P Bliss Esq	Ms A Glanville
P J Davies Esq	T Simpson Esq
D R Elmore Esq	T R West Esq

Miss Lorna McShane (representing the Clerk to the Board) was in attendance. Councillor T Alban attended for part of the meeting.

### B.1015 Standing Orders

Miss McShane reported that to allow the Board to modify the manner in which they hold meetings (for a temporary period) whilst special arrangements are in place to deal with COVID-19, Defra have agreed to the adoption of modified standing orders. Members considered the adapted set of the new model orders, as supplied by ADA, which include two extra clauses at the end of them which include a change to the way in which meetings are held to allow remote attendance.

### RESOLVED

That the Board approve in principle.

### B.1016 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.

Mr Simpson declared interests in the planning applications (MLC Ref No. 221) received from Mr T Simpson and (MLC Ref Nos. 207 & 212) received from J H Simpson & Son.

The District Officer declared an interest in the payment made to Davies Contracting.

Mr West declared an interest in the payment made to T R West.

### B.1017 Confirmation of Minutes

### RESOLVED

That the Minutes of the Meeting of the Board held on the 11<sup>th</sup> June 2019 are recorded correctly and that they be confirmed and signed.

### B.1018 Appointment of Chairman

#### RESOLVED

That J Racey Esq be appointed Chairman of the Board.

### B.1019 Election of Members of the Board

Miss McShane reported that, as the number of candidates for membership of the Board did not exceed the number of persons to be elected (eight), the following candidates were elected as Members of the Board for a period of three years from the 1<sup>st</sup> November 2019, viz:-

BLISS, Gregory Peter	GLANVILLE, Ms Amelia
DAVIES, Peter John	RACEY, John
EMORE, David Ralph	SIMPSON, Toby
ELMORE, Ralph	WEST, Timothy R

(NB) – Councillor T Alban is also a Member of the Board as the nominee of Huntingdonshire District Council under the provisions of the Land Drainage Act 1991.

Further to minute B.983(b), Miss McShane reported that Mr Paul Davies decided not to stand for re-election and Mr Toby Simpson was nominated as his replacement.

She informed Members that Mr Davies had been a member of the Board since 18<sup>th</sup> June 2002 and had been Chairman from June 2009 until June 2017. A letter of thanks, on behalf of the Board, had been sent in October 2019.

Miss McShane also reported that Ms Amelia Glenville had replaced Mr Dirk Dudman as Savills' representative.

#### RESOLVED

That Ms Glanville be co-opted to membership of the Board.

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The Chairman welcomed Ms Glanville and Mr Simpson who were attending their first meeting of the Board.

### B.1020 Water Transfer Licencing

Further to minute B.945, Miss McShane reported that the relevant licences have been applied for for the MLC and associated Boards and that these were due to be validated before the end of December 2019 and then the EA have 3 further years to determine them. She also advised that it was worth noting that the EA have confirmed that only MLC system to IDB transfers do not require a separate licence.

### B.1021 Great Fen Project

Further to minute B.986, Miss McShane reported that the alternative farming trials such as growing wetland crops had been delayed due to the COVID-19 situation as the project had been

using volunteers to plant the wetland crops. However it was hoped that planting would resume shortly once the COVID-19 restrictions were removed.

#### B.1022 East Coast Main Line Level Crossing Closure Programme

Further to minute B.987, the Chairman explained the difficulties which the closure programme would provide for the Board. With the Conington North access closed there was no access to the Board to the pumping station without a detour.

#### RESOLVED

That, following receipt of the survey letter, a letter be sent to Network Rail querying the Board's access to their pumping station at Point 12.

#### B.1023 BT Poles to Conington Peterborough – Points 22-24

Further to minute B.988, the Chairman reported that the new poles which had been erected at Points 22-24 on the B660 were affecting their ability to carry out flail mowing. Miss McShane stated that this issue with BT poles had become a problem for other Boards in the country and that she would raise this matter with ADA and send a letter to BT about the poles and the Board's access strip.

#### RESOLVED

That the Solicitor/Assistant Clerk raise the matter with ADA and send a letter to BT about the poles and the Board's access strip.

#### B.1024 Catchwater Drain, upstream of Cooks Lane

Further to minute B.992, the Chairman reported on the discussions he had with the Middle Level Commissioners' Operations Engineer concerning the options in relation to bank stabilisation. The work would be carried out in three phases and phase one would be commenced after the harvest this year.

#### RESOLVED

That the position be noted and notices regarding the work be served on landowners.

#### B.1025 Inspection – Conington Pumping Station

Further to minute B.994(ii), the Chairman stated that he had postponed discussions with the Clerk regarding the options for the pumping station. However, in the meantime a small issue had occurred in that the inlet to the pumping station had collapsed and it was now difficult to maintain because of subsidence.

#### RESOLVED

That the Chairman meet with the Middle Level Commissioners' Operations Engineer to discuss how this matter could be progressed.

## B.1026 Clerk's Report

Miss McShane advised:-

### i) COVID-19 Actions

That following the instructions given by government on 23<sup>rd</sup> March the following list of actions have been taken (this list is not exhaustive);

- Arrangements were made for all MLC staff to have the facility to work from home. This included access to email, and in most cases full remote access to work computers. This was implemented and fully operational by Wednesday 25<sup>th</sup> March.
- MLC operatives continue to attend work but in a more restricted manor following NHS guidelines.
- A skeleton rota to ensure that the office phones are manned has been put in place, post is received and processed and letters sent out where necessary.
- Other temporary arrangements have been implemented to help support the continued operation of the office whilst the COVID-19 government restrictions remain in place, this includes allowing more flexible hours of work, allowing access to the office as and when required to collect or deposit papers making arrangements for the post to be collected and delivered to a safe location outside the office.
- A licence to run video conferencing meeting was obtained and arrangements made to hold meetings by telephone and/or video. Chairmen were contacted at each stage as government advice emerged.
- A policy statement was issued via the MLC website stating the actions the MLC were taking.
- Consultation with ADA on more or less a daily basis were undertaken in the first few weeks encouraging them to take proactive action. Of value to us (and as called for) ADA have been able to secure IDBs 'Key Worker' status and have obtained approval from Defra to move to web/telephone conference meetings.

### ii) Middle Level Commissioners and Administered Boards Chairs Meeting

That a fourth Chair's Meeting was held on the 26<sup>th</sup> November 2019.

The meeting commenced with a presentation with slides covering the lottery funded 'Fens Biosphere' bid. This UNESCO designation would have no statutory backing but instead aims to draw attention to the unique nature of the area. Good practice sharing would be facilitated and a framework of support for positive action developed. The idea is to frame the application around the Cambridgeshire peat lands and the IDB districts which provide a network of interconnecting watercourses. As this designation would not lead to a set of actions which would be enforced but could have a positive impact on the area the Board were asked (at this stage) to consider giving its approval in principle to the bid.

## RESOLVED

That the Board approve support for the Biosphere bid in principle

Health and Safety discussions followed and it was agreed that the new arrangement with Cope Safety Management was working well.

The future vision for the MLC and IDBs was discussed and is covered as a separate agenda item.

On member training, after discussion, it was agreed that members would benefit from training on 'communications and engagement' as it was felt that Boards generally had challenges in getting messages across to the public.

The only other item covered in any detail was in relation to Board agendas and minutes. It was resolved that the Chairs supported the move to reducing the amount of paper leaving the MLC offices and it was also agreed, for reasons of efficiency, that Chairs be provided with an action points list as soon as practical after the meetings but in advance of issuing draft minutes.

That a fifth Chair's Meeting was held on the 10<sup>th</sup> March 2020.

Topics discussed included health and safety, effective communications with the public, the move to electronic agendas, consideration of the level of planning information included in reports, planning fees and the work of WRE.

### Planning and Consenting

One of the agreed actions from the last Chair's meeting was that each Board be asked to consider the degree of delegation and reporting they require on planning and consenting matters. This was in response to several queries over the extent of detail being reported on such matters and the delays in issuing responses due to the number of people being consulted. I have outlined several possible options below to assist the Board but of course there are many other permutations and it is for the Board to decide which suits its interests best.

- a) Remain with the current arrangements.
- b) Continue to delegate all commenting on consent applications and relevant planning matters to the chairman and in his absence (or where he has an interest) to the Vice Chair. The Chair to have the power to decide if a matter should be raised at the board meeting for its consideration where legal timeframes permit this. All matters however to be reported generally more briefly within the Board report, ie number of applications responded to and number of consents issued or refused.
- c) As above but leaving the Clerk with the power to determine the appropriate responses to consent applications and planning matters without reference to the Chair or Vice Chair.

### RESOLVED

That the Board remain with the current arrangements.

#### iii) Application for byelaw consent

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:-

<u>Applicant</u>	<u>Details</u>	<u>Date Consent Granted</u>
Network Rail	Repairs and improvements to culvert under the London-Peterborough railway line - Crease Road, Conington	20th June 2019

## RESOLVED

That the action taken in granting consent be approved.

iv) Association of Drainage Authorities

a) Annual Conference

That the 82<sup>nd</sup> Annual Conference of the Association had been held at the ICE building in Westminster on Wednesday 13<sup>th</sup> November 2019.

The conference was very well attended and the speakers this year were:-

**Stuart Roberts - Vice President National Farmers' Union** – an arable and livestock farmer who has also worked for Defra and Flood Standards Agency – who shared his views on the need for more radical and bold thinking on flood risk management and the supply of water for agriculture.

**Bryan Curtis – Chair Coastal Group Network – Chartered Engineer and a member of CIWEM and ICE.**

Bryan is Chairman of the Coastal Group Network. This is a network of Councils, Ports, Government bodies who provide a collective voice for the coast and management of the shoreline.

**Robin Price – Interim Managing Director – Water Resources East (WRE)**

Water Resources East is a partnership from a wide range of industries including water energy, retail, the environment, land management and agriculture who are working in collaboration to manage the number of significant risks to the future supply of water in the East of England. The NFU and ADA (via the David Thomas) have membership on the Board of WRE.

The conference was introduced by Robert Caudwell who asked all present to mark their appreciation of the work being done in the north east of England to respond to and manage the impacts of the floods. He stated his opinion that warnings at previous ADA conferences over the lack of river maintenance had fallen on deaf ears and that the flooding taking place at the time was clear evidence of the need to better balance capital investment with maintenance spending. He then went on to outline ADA's intention to lobby all parties throughout the general election. This included sharing the 7-point plan detailed below;

### **1. Long term investment horizons in the face of climate change challenges**

Flood risk management delivers enduring benefits and authorities involved need to be able to plan ahead financially over multiple years and need to receive a sensible balance of capital and revenue funding, spread across the river catchments, in order to find efficiencies through climate change adaptation and resilience, and attract business investment.

### **2. Promote co-operation and partnership working to manage the water environment and reduce flood risk**

Close cooperation between flood risk management authorities, water companies, communities, business and land managers needs the continued strong support of government to deliver adaptive and resilient flood risk maintenance and similar activities more efficiently and affordably.

### **3. Total catchment management**

Total catchment management is now the widely accepted approach to managing our water and now is the time to increase and empower local professionals and communities to manage and operate these catchments together.

### **4. Sustainable drainage systems (SuDS)**

The next government needs to fully implement Schedule 3 of the Flood & Water Management Act 2010, to ensure future development can keep pace with the challenges of the changing climate, by ensuring that SuDS are maintained over the lifetime of a development.

### **5. Support local governance in flood and water level management decision making**

In some parts of England there is an appetite for greater local maintenance delivery on watercourses and flood defence assets than that currently afforded from national investment. This can be achieved via the careful transfer of some main river maintenance to local bodies or the expansion of areas maintained by those local bodies, such as Internal Drainage Boards, where there is local support and transitional funding.

### **6. Local Government Finances**

It is vital that Special and Local Levy funding mechanisms for drainage, water level and flood risk management continue to be part of this funding landscape to maintain the democratic link with local communities affected.

### **7. Brexit: Ensuring a resilient regulatory framework for the water environment**

The next government needs to provide clear policy messages about how they wish to make the delivery of environmental improvements to the water environment easier and more effective as we transition from European legislation such as the Water Framework Directive.

Unfortunately, because the conference was held during the pre-election period sometimes known as Purdah, which restricts certain communications during this time, there were no representatives available from the Environment Agency or Defra which significantly restricted the debate on flood risk management, funding and maintenance issues. However, there was considerable support from the floor of the conference for the view that lack of maintenance had significantly contributed to the recent problems with the River Don and the flooding of Fishlake village.

Officers of the Association were re-elected, including Lord De Ramsey as President and Robert Caudwell as Chairman.

Subscriptions to ADA would be increased by 2% for the following year.

#### b) Annual Conference

That the Annual Conference of the Association of Drainage Authorities will be held in London on Wednesday the 11<sup>th</sup> November 2020.

### **RESOLVED**

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

#### c) Annual Conference of the River Great Ouse Branch

That the Annual Conference of the River Great Ouse branch of the Association was held on Tuesday the 3<sup>rd</sup> March 2020.

The meeting format was as per the 2019 conference with a workshop in the morning and the Conference in the afternoon. Topics covered were control of invasive species, water resources, planning and effective communications with the wider public.

That the date of the next meeting is Tuesday the 2<sup>nd</sup> March 2021.

d) Further Research on Eels

Further to minute B.920(d), ADA have advised that the valuable research work being carried out by Hull University on eels and eel behaviour in pumped catchments will be continuing for at least another two years. ADA consider that the financial support to the project to date provided by the IDBs has been positive and noted by the regulator (EA), leading to positive engagement on finding practical solutions at pumping station sites. They therefore consider that it would be useful if IDBs could consider whether they would be willing to continue their annual contributions to this research over that period.

RESOLVED

That the Board contribute £50 per year for the next 2 years towards further research on eels.

e) Emergency Financial Assistance for Internal Drainage Boards

That whilst in East Anglia we have not had the unprecedented levels of rainfall which have occurred further north and in the west of the county in recent years this by no means equates to there being no risk of it occurring here. ADA have written to DEFRA seeking to formalise a mechanism for IDBs providing support to the EA in a major event to recover costs. An update will be given should there be any substantive movement from DEFRA on this matter as a result of this request.

v) Tactical Plans for the Fens Agreement

That the Environment Agency have set up a multi-partner group (FRM for the Fens) to steer work on developing strategic plans for managing flood risk in the lower Great Ouse catchment. This work is considered necessary to address the impacts of population growth and climate change, which are particularly relevant in this area. The EA is requesting approval to the approach being taken in principal and follows the letter sent in January 2019. The perceived value of this work is that it pre-apportions the benefits (land and property which would flood if not defended) so that applying for grant should be more straight forward and the amount of grant possible clearer. This should give increased certainty and clarity and resolves the issue of double counting benefits where for example a property is protected from flooding by both EA and IDB assets. Work on developing the strategy could take up to 15 years though and the proposal also therefore includes a mechanism for allowing grant-aided works to progress during this time on a hold-the-line basis.

RESOLVED

That the Board approve in principle.

vi) Water Resources East (WRE)

That the Middle Level Commissioners' Chief Executive has been appointed as ADA's area representative on the Board of WRE. He will act as spokesman for IDBs who have an

interest in the future management and provision of water in the East of England. This is particularly important as government consider plans to make the area more resilient and as the impacts of climate change start to bite in an area of rapid housing growth.

vii) Vision for the Future of Boards administered by the MLC

That Members will be aware that the Chair's meetings hosted by the MLC has had an item on the agenda for the last few meetings on future planning of administration and delivery of operations for the Board's collectively. As part of this process it has been agreed that members thoughts should be sought on what they envisage the collective future can and should look like to ensure the most resilient, delivery focused approach that can be achieved. Members should when developing their vision of water management in the fens in 2030 consider the challenges of maintaining representation, improving financial resilience, reducing duplication of work, the potential for cost savings, advantages and disadvantages of the various options available, the impacts of technology and sharing of resources and knowledge.

The general feeling of the Boards so far was that they recognised there could be problems with Boards and the need to amalgamate possibly ten years down the road but most seemed to be happy to continue with their current arrangements. However, this should remain under review and where appropriate amalgamations between Boards supported.

B.1027 Consulting Engineers' Report, including planning and consenting matters

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

## **Conington & Holme I.D.B.**

### **Consulting Engineers Report – May 2020**

#### **Pumping Station**

Due to the very wet weather during the autumn it was not possible to dam off and dewater the intake sump to allow for the replacement of the corroded pump assembly bolts. It was therefore planned to carry out this work in spring 2020 but due to the COVID-19 lockdown this has again had to be deferred.

The pumping plant still appears to be currently operating satisfactorily despite its age and condition.

#### **Pumping Hours**

##### ***Conington Pumping Station***

Pump	Total hours run Apr 16-Apr 17	Total hours run Apr 17-Apr 18	Total hours run Apr 18 – May 19	<b>Total hours run Apr 19 – May 20</b>
No 1	15	376	6	<b>463</b>
No 2	110	43	54	<b>28</b>
	Total hours run Mar 12-Apr 13	Total hours run Apr 13-Apr 14	Total hours run Apr 14-Apr 15	Total hours run Apr 15-Apr 16
No 1	289	116	59	41
No 2	599	412	593	196

#### **Planning Procedures Update**

Further to the last Board meeting the Clerk to the Board has received invitations and attended meetings held by both Fenland District and King's Lynn & West Norfolk Borough (KL&WN) Councils' Developers Forum and the latter's Inter-Agency Flood Group.

#### **The use of Infiltration Devices**

At the last Inter-Agency Working on Flood & Water Group meeting the issue of minor developments (less than 10 houses) not having adequate safeguards in place where infiltration (soakaway) drainage is proposed was raised, as no authorities are prepared to accept responsibility for checking the adequacy of designs or to police their effective implementation. This matter has now been added to the agenda for future meetings.

#### **Local Land Charges Register (LLCR)**

A challenge to the legality of the requests by the Middle Level Commissioners to place notes on the Land Charges Registry was raised. This has resulted in KL&WN Council ceasing adding any such notes. Interestingly the stance being taken by Fenland District Council differs from this and it has advised that it holds notes on file which are passed on whenever a Land Charges Registry

enquiry is made. In this way it can rightly assert that the notes are not on the Registry but are held separately.

The Board may consider that similar discussions with Huntingdonshire District Council may be of benefit.

### **Planning Applications**

In addition to matters concerning previous applications, the following 9 new development related matters have been received and 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>
218	H/18/02388/HHFUL	Ms E Buchan	Residence (Detached garden room)	Cotton Close, Conington
219	H/19/00623/HHFUL	Mr P Haynes	Residence (Garage)	Mill Lane, Glatton*
220	Enquiry	Client of Artifex Architecture	Residence (Annexe)	Washingley Road, Folksworth
221	H/19/01176/HHFUL	Mr T Simpson	Residence (Extension)	Old North Road, Stilton Fen, Stilton
222	H/19/01289/AGDET	Mr D Darke	Agricultural (Building & Roadway)	High Street, Stilton
223	H/19/01461/HHFUL	Mr & Mrs R Baiko	Residence (Annexe)	Washingley Road, Folksworth
224	H/19/01446/HHFUL	Mr & Mrs Green	Residence (Extension)	Elm Road, Folksworth
225	Enquiry	Client of Artifex Architecture	Residence (Extension)	Washingley Lane, Washingley
226	H/20/00507/HHFUL	Dr Hackman	Residence (Garage)	Church Road, Glatton

***Planning applications ending 'HHFUL' relate to Householder applications for Full Planning Permission  
Planning applications ending 'AGDET' relate to Agricultural Determination***

A development that is known to propose direct discharge to the Board's system is indicated with an asterisk. The remainder are understood to propose surface water disposal to soakaways/infiltration systems or sustainable drainage systems, where applicable. The applicants have been notified of the Board's requirements.

Mr Branson & Ms Stringer (on behalf of T H Branson & Son) chose to use the infiltration device self-certification process for surface water disposal from the siting of a temporary agricultural dwelling at the junction of Bullock Road and Infield Road, Glatton (MLC Ref No 178) and, in doing so, agreed that if the device was to fail in the future, they would be liable for discharge consent.

Further to Minute B.994 Consulting Engineers' Report, including planning and consenting matters (iii) the current position is being ascertained in respect of the following developments:

- *Various developments at Yew Tree Cottage, 4 Conington Lane, Conington – Mr & Mrs Carling (MLC Ref Nos 122 & 176) + Mrs E Carling (MLC Ref No 205)*
- *Extensions and alterations to bungalow at 17 Infield Road, Glatton - Mr & Mrs Gordon (MLC Ref No 197)*

- *Various developments at Denton Lodge Farm, Old North Road, Stilton – J H Simpson & Son (MLC Ref Nos 207 & 212)*

*Various developments at Glatton Hall, Glatton Ways, Glatton – Glatton Hall Estates Ltd (MLC Ref Nos 066, 070 & 120), Mr J. McClelland (MLC Ref No 079), Newton Chinneck Ltd operating as St Georges Care Home (MLC Ref Nos 127 & 142) and Berkley Care (Glatton) Ltd (MLC Ref No 204)*

Further to the last Board Meeting Report the Planning Inspector dismissed the Appeal. The Decision Notice advises on the reasoning behind the decision and includes the following:

“Drainage

26. At the application stage, the Lead Local Flood Authority (LLFA) objected to the lack of information as to whether the storage volume required to attenuate surface water run-off from the critical 1% annual exceedance probability critical storm event, including an appropriate allowance for climate change, can be provided on site. The LLFA requested a fully labelled network diagram and calculations of the drainage system. There was also a request to provide proof that Anglian Water (AW) will accept the levels of surface water discharge from the site.

27. At the appeal stage, the appellant has submitted an updated drainage strategy that purports to show the proposed drainage systems can fully accommodate the 1 in 100 year flood event to address the LLFA’s concerns. Further information has been provided at final comments stage in response to concerns raised by neighbouring residents. The appellant has also engaged with AW and has produced camera survey evidence to show that the existing surface water combines with the foul drainage network.

28. Although the appellant has received verbal confirmation that the additional details are satisfactory, nothing has been provided in writing from either the LLFA or AW to my knowledge. There is also no update from the Council as it missed the deadline for submitting its statement of case. Therefore, I cannot be certain that the additional details address the Council’s reason for refusal on drainage. A surface water management strategy is included in one of the Council’s suggested conditions, but it is not clear whether this would make the development acceptable in drainage terms.

29. In the absence of clarity on the additional details, I am unable to reach a conclusion on this main issue and any compliance with HLP Policy LP15. However, even if I had found that there were no unacceptable effects in terms of drainage, given my findings on the other main issues, it would not have led to a different decision”.

*Developments at D J C Produce, Pingle Bank, Holme - DJC Farms Ltd (MLC Ref No 084), NJC & Sons Farms (MLC Ref No 194) and Client of RAB Consultants (MLC Ref No 201)*

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

However, it is understood that a planning application has been submitted to the District Council for the development of part of this site but it appears that it is not currently valid.

*Proposed application for an Annexe/Extension at Belle Vue, Washingley Road, Folksworth – Mr & Mrs Raiko (MLC Ref Nos 192, 220, 223 & 225)*

Members will recall from the 2018 Meeting Report that the applicants then agent, RW Architectural Services, submitted an infiltration device self-certification form for this site, a Category II Listed Building. The planning application HDC Ref No 17/01432/HHFUL (MLC Ref No 192) for side and rear extensions was refused by the District Council because the proposal "...would cause harm to the significance of Belle Vue."

The site has been the subject of a further planning application HDC Ref No 19/01461/LBC (MLC Ref No 223) for an annexe. It is understood from the relevant entry on the District Council's Simple Search webpage that following the failure of the District Council to determine the planning application within the statutory period an appeal was submitted to the Planning Inspectorate. This appeal was subsequently dismissed as the Planning Inspector considered that:

"...the proposed extension would cause less than substantial harm to the significance of this Grade II listed building and would not preserve its special architectural or historic interest. It has not been shown that public benefits would outweigh this harm, and the proposal would conflict with the Framework and the Local Plan Policy LP34."

In order to enable the development to proceed but alleviate any detrimental harm the applicants' agent, Artifex Architecture, contacted the Board requesting advice on the adverse impacts on water level and flood risk management created by a buried structure (MLC Ref No 225).

The response advised that the Board's initial comments were as follows:

"The enquiry site is within the "highland", land within the catchment that is not rated, of Conington & Holme IDB which extends up to Bullock Road.

Basement developments should consider amongst other items the ground conditions, flooding and drainage. Adequate site investigation information, prepared by a competent person, should be undertaken to demonstrate that these impacts have been understood.

According to the Environment Agency's Flood Map for Planning the site is not within the floodplain from rivers or the sea. However, it is within the floodplain from surface water. The various Flood Maps can be viewed at <https://flood-warning-information.service.gov.uk/long-term-flood-risk/map>.

A self-contained basement, particularly if it is to be used a living accommodation, may be classed as a "vulnerable" development and this is likely to require the provision of a Flood Risk Assessment (FRA). The District Council should be able to advise whether a FRA is required.

It is important that the design and construction of a basement takes account of all sources of flooding, including fluvial, groundwater, surface water and sewer flooding, to ensure that the basement itself is safe from flooding and water ingress (through the base or walls or water inundation through overtopping of property thresholds), and that the basement does not increase flood risk elsewhere. In addition, basements should have adequate mitigation measures such as non-return valves or pumped sewage devices to prevent back-flows from the system during sewer flooding.

Basements constructed just above or below the groundwater table could act as a barrier in the ground, thereby obstructing and/or diverting the groundwater flow around them and depending on the geology and topography, this could result in a local rise in the groundwater level that may contribute to increased flood risk.

Ensuring that there is an adequate soil "cover" above the basement, that extends beyond the area of the basement, will minimise any increased flows due to the changes in permeability as a result of the basements construction.

Please be advised that with the exception of the simplest of matters we are instructed that any further discussion would need to be the subject of one of our pre-paid procedures."

No further correspondence has been received and no further planning application appears to have been submitted to the District Council.

### ***Development Contributions***

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

## **Huntingdonshire District Council (HDC) Local Plan to 2036**

### ***Infrastructure Planning and Delivery***

In May 2019 the following was received from the District Council:

"I am writing with regards your continued input into the infrastructure needs for Huntingdonshire.

Thank you for your agency/company engagement over the last 18 month in the development of the Infrastructure Delivery Plan (IDP). This was used to support the new Local Plan to 2036 which was considered for adoption by Full Council on 15<sup>th</sup> May. Please visit the following link and specifically documents INF/01 – 03 to view the final documents again <http://www.huntingdonshire.gov.uk/planning/new-local-plan-to-2036/local-plan-document-library/>"

## ***Developer Contributions Supplementary Planning Document (SPD) and Community Infrastructure Levy (CIL)***

Huntingdonshire District Council is currently reviewing the 2011 Developer Contributions Supplementary Planning Document (SPD) and Community Infrastructure Levy (CIL). To inform the development of the SPD it needs to better understand current and future infrastructure requirements, what would trigger a developer contribution and how any Section 106 money that has previously been received has been spent. Also, what infrastructure has been delivered as a result thus enabling the District Council to test a revised Developer Contributions and CIL schedule against development viability and hence provide practical up-to-date guidance together with a schedule for land owners, developers and development management officers.

A Public Consultation (using a questionnaire format) was held between Tuesday 16 July and Friday 6 September but it was not considered appropriate to respond, primarily because the Commissioners and associated Boards do not currently have any infrastructure projects which are likely to require developer contributions through the planning process. However, the opportunity was taken to advise the District Council of the current and potential future funding processes in respect of our interests ie Grant-In-Aid funding, Green Infrastructure, Navigation and Partnership Working.

The response included the following summary:

“As discussed above, there are procedures in place for external funding which are available to the Commissioners and associated Boards and, therefore, they do not currently have any projects for the delivery of infrastructure that require developer contributions through the planning process. It is likely that this will remain the case in the short to medium term.

However, as the findings of the above projects and studies are completed and assessed, together with impacts as a result of changes to Government policy, seeking funding via the planning process may become necessary in the longer term. However, the extent, location and value of this is currently unknown and may take some time to determine.”

## ***Validation Checklist Consultation***

A consultation was held between 5<sup>th</sup> March and 17<sup>th</sup> April on the District Council's Validation Checklists. Unfortunately, it was not possible to provide a response to this consultation.

## **Cambridgeshire County Council (CCC)**

### ***Cambridgeshire Statement of Community Involvement (SCI) document***

No further correspondence has been received in respect of this document.

## ***2019 revision of the Local Validation Guidance List & Local Validation Check List for planning applications for the County Council's own development & for waste development***

A report detailing the proposed revisions and the public responses which included responses from various interested parties including the Commissioners, several Parish and Town Councils, and various County Council departments went before the County Councils on 16 May.

A copy of the report can be found on the Council's webpage by using the following link and searching for "Review of the Local Information Requirements for the Validation of Planning Applications":

[https://cmis.cambridgeshire.gov.uk/ccc\\_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/232/Committee/8/Default.aspx](https://cmis.cambridgeshire.gov.uk/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/232/Committee/8/Default.aspx)

However, the relevant items, as far as the Commissioners and relevant associated Boards are concerned, are summarised below.

### "3.0 CONSULTATION RESPONSES

3.10 Middle Level Commissioners – Middle Level Commissioners have made a number of comments:

1. The contents of the Middle Level Commissioner's response of 2017 remain relevant.
2. The Commissioners are pleased to note that the reference in the introduction on page 2 of the 2019 LVL Guidance notes to the use of relevant and competent technical specialists and encourage this.
3. The commissioners and associated boards promote meaningful preapplication advice and work with CCC colleagues to ensure that any issues concerning flood risk, water level management, navigation and environmental issues are dealt with prior to the planning application process, which offers more certainty in the decision making process. The Middle Level Commissioners would be pleased if applicants and/or agents could be advised to contact the Middle Level Commissioners for advice within their jurisdiction. A web site link is given to their pre- and post-application procedure: <https://middlelevel.gov.uk/consents/>.
4. The Commissioners request that applicants and/or agents are reminded that should planning approval be given by Cambridgeshire County Council, to remind the applicant(s) agent(s) that any matters requiring consent under the requirements of the Land Drainage Act, the Highways Act, the Water Industry Act, the Flood and Water Management Act and/or the Middle Level Act 2018, which relates to navigation related issues, must be complied with before any work is commenced on site.
5. It is requested that any drawings that are submitted to County Council be to a recognised engineering scale including a scale bar and advice on what size of paper the drawing should be printed on.
6. The Commissioners are pleased to note that the reference in the introduction on page 2 of the 2019 LVL Guidance notes to the use of relevant and competent technical specialists and encourage this.
7. The Biodiversity Survey and Report (Paragraph 4) includes reference to the Middle Level Biodiversity Manual (2016), on page 5 - this remains current on 10 April 2019.
8. The Statement of Sustainable Design and Construction (Paragraph 5) includes or the provision of both a foul drainage strategy and water conservation strategy, on pages 6 and 7. This is supported but it is suggested that the latter should be applied County wide and not just applied to the South Cambridgeshire District Council's area.
9. The Flood Risk Assessment (Paragraph 7) gives a list of application types that is appropriate to provide a Flood Risk Assessment for. The last bullet point (on page 8) refers to

developments of: “Less than 1 hectare within flood zone 1 which has critical drainage problems as notified by the Environment Agency.” Unless the area is identified within a Preliminary Flood Risk Assessment) the Environment Agency are unlikely to be involved. Drainage is the responsibility of several stakeholders, including Internal Drainage Boards and your Council’s Flood Risk and Biodiversity Team. The latter are more likely to be aware of and have to resolve “critical drainage problems”. It is reassuring to note and we applaud the inclusion of a reference and a link to our “Planning Advice and Consent Documents” webpage on page 9.

10. Additional Plans and Drawings (including cross-sections where required). (Paragraph 22), the inclusion of the section detailing other plans and drawings and suggesting suitable scales for these is noted and supported.”

#### “4.0 Consideration of the Consultation responses

##### 4.10 Middle Level Commissioners –

1. Noted with thanks. No changes required.
2. Pre application advice - References to Middle Level guidance will be retained, so no changes required.
3. References to Middle Level guidance are retained and it is recommended that the Middle Level Commissioners are added to the list of other bodies who provide pre-application advice.
4. Consent under the requirements of the Land Drainage Act is covered when necessary by informative at decision stage.
5. Drawings - This is covered by national guidance, so no changes required.
6. Technical specialists’ reference - Noted with thanks. No changes required.
7. Biodiversity survey - Noted with thanks. No changes required.
8. Statement of Sustainable Design and Construction - This is already covered across all districts based on the relevant adopted policy guidance. The reference to South Cambridgeshire is only made as their requirements are stricter through adopted policy. Therefore no changes are required.
9. Flood Risk Assessment - Officers acknowledge that drainage is the responsibility of several stakeholders and have noted the acceptance to the Middle Level Commissioners planning advice pages. This will be retained on the new guidance and therefore no further changes are required.
10. Additional Plans and drawings - Noted with thanks. No changes required.”

A copy of the Planning Committee Minutes can be viewed via the following link by searching for “Minutes – 16<sup>th</sup> May 2019”:

<https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/232/Committee/8/Default.aspx>

The final published versions of both the Statement of Community Involvement (SCI) and the Local Validation List and Guidance Notes can be accessed via the following link:

<https://www.cambridgeshire.gov.uk/business/planning-and-development/planning-applications/submitting-a-planning-application/>

## **Cambridgeshire & Peterborough Flood & Water (C&P FloW) Partnership**

The Middle Level Commissioners’ Planning Engineer has represented both the Middle Level Commissioners and their associated Boards since the last Board meeting. The main matters that may be of interest to the Board are as follows:

### ***Future Meetings***

Following the successful “joint” approach future meetings will involve both the Cambridgeshire Flood Risk Management Partnership (CFRMP) and Peterborough Flood & Water Management Partnership (PFLoW). The MLC are stakeholders in both partnerships.

### ***Draft National Flood and Coastal Erosion Risk Management (FCERM) Strategy for England***

A public consultation on the draft FCERM Strategy for England document was held between May and June 2019.

Members of the partnership generally considered that amongst other matters the consultation could have been more ambitious; sought greater RMA involvement; and that surface water flooding should have been included.

Following the consideration of the responses it is intended to publish the final national FCERM strategy for England in 2020.

### ***Local FRM Strategy***

Both the Cambridgeshire and Peterborough Strategies are due to be reviewed soon and may be a joint Cambridgeshire and Peterborough response.

### ***The Environment Agency’s Joint Assurance Group***

This group provides support to the RMAs on the delivery of Grant-in-Aid (GiA) funded projects and meets on a monthly basis to discuss business cases.

Partnership members generally agreed that it would be beneficial to understand what the EA, in its role as the approval body, would like to see in business cases and requested suitable good examples that could be used as guidance.

The EA advised that:

- (i) The lack of sharing of suitable business case examples may be for GDPR/commercially sensitive/economic reasons and advised that whilst the EA cannot ‘circulate’ these, other RMAs can.
- (ii) Due to the specialist nature of projects within The Fens it may not be possible to find enough suitable projects.

### ***Property Flood Resilience Pathfinder Project***

A £700k grant bid was made by a consortium of LLFAs. Confirmation of a successful bid is awaited.

Further details on the project can be found in Flood Resilience Community Pathfinder Evaluation Final Evaluation Report October 2015.

Further information can be found at the following link:

<https://www.gov.uk/government/news/29-million-extra-funding-to-boost-action-on-making-homes-more-resilient-to-floods>

### ***Riparian Responsibilities***

In order to raise awareness of and instigate discussion on an issue that causes difficulties for RMAs, including the Boards, primarily due to increased workload and costs, the County Council's Flood Risk and Biodiversity Team prepared an "Issues and Options Briefing Note" seeking changes to current practices that are inefficient and create inconsistency across the county in the use of public resources to address the issues associated with riparian assets. The document is currently being considered by the Regional Flood and Coastal Committee.

### ***Cambs County Council Capitally Funded Highway Drainage Schemes***

Schemes have been assessed and prioritised based upon level of flooding reported, ie high priority - is property flooding or risk to life, or low priority - is highway only flooding, and will be developed to provide estimated costs and prioritised to be delivered to available budget. There is an annual highway drainage budget of £1m, which needs to cover all staff, investigation, design and construction costs and, therefore, not all the schemes will be delivered in the current financial year.

The majority of investigation and design is delivered through Skanska or its supply chain, and managed by the County's Highways Projects team. Priority and funding are confirmed by its Asset Management team.

There are currently 22 schemes ongoing within the County, three of which are within the Huntingdonshire district. None of these are in the Board's catchment.

### ***District Council Strategic Flood Risk Assessment (SFRA) & Water Cycle Study (WCS) documents***

Most of the SFRA and WCS documents are considered old and have not been updated as initially intended. All will require reviewing as supporting evidence when the respective District Council's Local Plans are updated.

A 'joint' County-wide document was suggested but was not considered possible due to the differing states of the various Local Plans across the County.

No reference was made to the funding arrangements for the provision of the updated documents.

### ***Good Governance for Internal Drainage Board Members***

In March and April 2019 ADA ran a series of five Good Governance Workshops for IDB Members. The recordings from these events are available as a series of training modules via the ADA website.

A copy of the slides used at the presentation can be found at the following link:

[https://www.ada.org.uk/wp-content/uploads/2019/04/Good\\_Governance\\_Workshop\\_Slides\\_2019.pdf](https://www.ada.org.uk/wp-content/uploads/2019/04/Good_Governance_Workshop_Slides_2019.pdf)

### ***Public Sector Co-operation Agreements (PSCA)***

Following a problem encountered within North Level District IDB which required close liaison with Peterborough City Council, in its role as the Highway Authority, the possibility of arranging PSCAs with IDBs and Councils was raised but has not yet been concluded.

### ***Updates on Highways England (HE) Scheme***

The former areas 6 and 8 now form the East Region and the new term contractor is Ringway. The previous short-term Asset Support Contracts (ASC) have been replaced by a 15-year Road Investment Strategy (RIS) contract in order to ensure a consistent long-term approach.

### ***Anglian Water Services Limited (AWSL) Price Review 2019 (PR19)***

OFWAT like what is being proposed but not the associated costs. AWSL contends that it is trying to be “proactive and not reactive”. **Note: In order to reduce charges on its customers AWSL currently appears reluctant to incur any unnecessary additional costs beyond what it is obliged to accept.**

Requests have been made for suitable applications to be submitted to its project funding programme. It is hoped that a meeting with AWSL’s Flood Partnership Manager will be arranged soon.

### **Flood Risk Management (FRM) for the Fens Technical Group [previously reported as the Future Fenland Project]**

The Middle Level Commissioners’ Planning Engineer has represented both the Middle Level Commissioners and their associated Boards on the Technical Group since the last Board meeting.

An article detailing the project was included on page 16 of the Summer 2019 edition of the ADA Gazette.

This can be found at <https://flickread.com/edition/html/index.php?pdf=5d1efbbc0a48b#16>

**The project is further discussed under a separate Agenda item.**

Consulting Engineer

26 May 2020

C&H(307)\Reports\May 2020

## Pumping Station

The Chairman reported that due to very wet weather during the autumn it had not been possible to dam off and de-water the intake sump to allow for replacement of the corroded pump assembly bolts. It had therefore been re-scheduled for spring 2020, but due to the COVID-19 restrictions this had again been deferred.

The pumping plant still appeared to be currently operating satisfactorily despite its age and condition.

The Conington pumping station hours were noted by the Board.

The Planning Engineer reported that since the last meeting, in addition to matters concerning previous applications, he had received 9 new development related matters and, where appropriate, dealt with, viz:-

- Residence, Cotton Close, Conington – Ms E Buchan (MLC Ref No. 218)
- Residence, Mill Lane, Glatton – Mr P Haynes (MLC Ref No. 219)
- Residence, Washingley Road, Folksworth – Client of Artifex Architecture (MLC Ref No. 220)
- Residence, Old North Road, Stilton Fen, Stilton – Mr T Simpson (MLC Ref No. 221)
- Agricultural (Building & Roadway), High Street, Stilton – Mr D Darke (MLC Ref No. 222)
- Residence, Washingley Road, Folksworth – Mr & Mrs R Baiko (MLC Ref No. 223)
- Residence, Elm Road, Folksworth – Mr & Mrs Green (MLC Ref No. 224)
- Residence, Washingley Lane, Washingley – Client of Artifex Architecture (MLC Ref No. 225)
- Residence, Church Road, Glatton – Dr Hackman (MLC Ref No. 226)

The Engineer reported that the current position was being ascertained in respect of the following developments:-

- Various developments at Yew Tree Cottage, 4 Conington Lane, Conington – Mr & Mrs Carling (MLC Ref Nos. 122 & 176) and Mrs E Carling (MLC Ref No. 205)
- Extensions and alterations to bungalow at 17 Infield Road, Glatton – Mr & Mrs Gordon (MLC Ref No. 197)
- Various developments at Denton Lodge Farm, Old North Road, Stilton – J H Simpson & Son (MLC Ref Nos. 207 & 212)

Various developments at Glatton Hall, Glatton Ways, Glatton – Glatton Hall Estates Ltd (MLC Ref Nos. 066, 070 & 120), Mr J McClelland (MLC Ref No. 079), Newton Chinneck Ltd operating as St Georges Care Home (MLC Ref Nos. 127 & 142) and Berkley Care (Glatton) Ltd (MLC Ref No. 204)

The Planning Engineer reported that at the application stage the Lead Local Flood Authority had objected to the lack of information as to whether storage volume required to attenuate surface

water had been provided for this site. At the appeal stage the appellant had submitted an updated drainage strategy which purported to show the proposed drainage system could fully accommodate the 1 in 100 year flood event to address the Lead Local Flood Authority's concerns.

The Planning Engineer advised that the Planning Inspector appointed had dismissed the appeal.

Developments at D J C Produce, Pingle Bank, Holme – DJC Farms Ltd (MLC Ref No. 084), NJC & Sons Farms (MLC Ref No. 194) & Client of RAB Consultants (MLC Ref No. 201)

The Planning Engineer reported that no further correspondence had been received from the applicant or the applicants' agents and no further action had been taken in respect of the Board's interests. However, he understood that a planning application had been submitted to the District Council for development of part of this site but it appeared that it had not yet been currently validated.

Proposed application for an Annexe/Extension at Belle Vue, Washingley Road, Folksworth – Mr & Mrs Railko (MLC Ref Nos. 192, 220, 223 & 225)

The Planning Engineer reported that this application had been subject to an appeal against refusal of planning permission and that the appeal was subsequently dismissed by the Planning Inspector. Since the refusal the applicants' agents, Artifex Architecture, had contacted the Board requesting advice on the adverse impacts on water level and flood risk management created by the basement structure. The Engineer had responded on behalf of the Board providing advice on this matter but no further correspondence had been received and no further planning application appeared to have been submitted.

RESOLVED

That the Report and the actions referred to therein be approved

(NB) – Mr Simpson declared interests in the planning applications (MLC Ref No. 221) received from Mr T Simpson and (MLC Ref Nos. 207 & 212) received from J H Simpson & Son.

B.1028 Capital Improvement Programme and Loan Funding

Members considered the Board's future capital improvement programme and loan funding.

RESOLVED

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

B.1029 Conservation Officer's Newsletter and BAP Report

Miss McShane referred to the Conservation Officer's Newsletter, dated December 2019, previously circulated to Members.

Members considered and approved the most recent BAP report.

## B.1030 Report on maintenance work in the District

### a) Gravity Area

It was reported that Points 32-34-35 required maintenance and slubbing out.

### b) Pumped Area

It was reported that at Glatton Brook, Point 71, maintenance work was required to remove all the silt from inside the bend.

It was reported that there were fallen branches at Points 29-32 and that these would be removed by the District Officer.

It was reported that at Glatton village, Point 72, there were some trees that needed to be cleared from the drain.

### c) Flail Mowing

Members considered the flail mowing undertaken last year and the arrangements to be made for this year.

## RESOLVED

- i) That the District Officer and Mr West inspect the drain at Points 32-34-35 and arrange the necessary work to be carried out.
- ii) That Mr John Harding be authorised to carry out flail mowing of the Board's drains for 2020/2021. The Chairman to send a District plan to Mr Harding with the Board's requirements and with the request that he flail mow as many of the Board's drain as possible this year.
- iii) That maintenance work to remove all the silt from inside the bend be carried out at Glatton Brook, Point 71, near the Old Beet Pad, and that notice be given of the electrical cables underground at Points 29-32.
- iv) That the Chairman/District Officer obtain a quotation from a tree specialist for the works required at Glatton village, Point 72.

## B.1031 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 no proposals be formulated at the present time.

### B.1032 Environment Agency – Precepts

Miss McShane reported that the Environment Agency had issued the precept for 2020/2021 in the sum of £2,100.00 (the precept for 2019/2020 being £2,049.02).

### B.1033 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

Miss McShane reported that the sum of £1,111.08 (inclusive of supervision) had been received from the Environment Agency (£1,221.39 representing 80% of the Board's estimated expenditure for the financial year 2019/2020 less £110.31 overpaid in respect of the financial year 2018/2019).

### B.1034 Association of Drainage Authorities Subscriptions

Miss McShane reported that it was proposed by ADA to increase subscriptions by approximately 2% in 2020, viz:- from £553 to £565.

### RESOLVED

That the increased subscription be paid for 2020.

### B.1035 Contribution from Developer

With reference to minute B.180, Miss McShane reported that a contribution towards the cost of dealing with the increased flow or volume of surface water run-off and treated effluent volume had been received.

### B.1036 Health and Safety

a) Further to minute B.959, in light of the appointment of Cope Safety Management, Miss McShane reported on the requirement to appoint a member to take on and report to the Board matters relating to Health and Safety.

### RESOLVED

That the Chairman continue to deal with and report on Health and Safety matters.

b) Further to minute B.1002, the Chairman referred to the report received from Cope Safety Management following their visit to the District on the 8<sup>th</sup> November 2019. He advised that a second follow up visit was yet to be arranged and this would be done once the COVID-19 restrictions were removed.

The Chairman reported that there was one action in the high risk category which must be carried out. The report had referred to an incomplete guard on the PTO shaft at Conington pump house and this was an entanglement hazard issue.

## RESOLVED

That the works detailed in the health and safety report be carried out and that the guard be purchased and installed.

Miss McShane reminded the Board that they are responsible for ensuring they are compliant with all Health and Safety legislation and are adequately insured. In view of this, all points for action raised by its' Health and Safety consultant must be implemented so as to avoid the Board's insurance policy from becoming invalid.

c) Miss McShane referred to the ADA Internal Drainage Boards' Health, Safety & Welfare Survey 2018.

### B.1037 Completion of the Annual Accounts and Annual Return of the Board – 2018/2019

a) The Board considered the comments of the Auditors on the Annual Return for the year ended on the 31<sup>st</sup> March 2019.

## RESOLVED

i) That, after fully considering the internal controls put in place by their appointed administrators and the checks carried out by their appointed internal auditors, the Board were satisfied that, in all significant respects, the internal control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the authority.

ii) That the present policies concerning risk management, budget monitoring and insured value of properties are adequate for the size of the business and that they be continued.

iii) That the Clerk and responsible financial officer review the internal audit strategy with the internal auditor to ensure the most appropriate method is in place to ensure the Board continue to comply with the Internal control objectives to a standard adequate to meet the needs of the authority.

b) The Board considered and approved the Audit Report of the Internal Auditor for the year ended on the 31<sup>st</sup> March 2019.

### B.1038 Defra IDB1 Returns

Miss McShane referred to the completed IDB1 form for 2018/2019 and to the letter from the Minister and Annual report summary and analysis received from Defra dated August 2019.

### B.1039 Budgeting

Miss McShane referred to the budget comparison of the forecast out-turn and the actual out-turn for the financial year ending 31<sup>st</sup> March 2020.

### B.1040 Review of Internal Controls

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

#### B.1041 Risk Management Assessment

a) Miss McShane reported that it was necessary every 4-5 years to consider the formal Risk Register and in between times to judge the risks when considering the Consulting Engineer's and other reports and when setting budgets and rates/special levies. She advised that these risks had been analysed by the use of the Risk Matrix and added that, although the risk registers for IDBs very rarely changed, they would/could change over time and it was important for Boards to consider formally and that consideration was due this year.

Members considered the Board's Risk Register.

#### RESOLVED

That the Risk Register be approved and kept under review and the policy to review risk between formal reviews be continued.

b) The Board reviewed and approved the insured value of their building.

The Chairman asked whether the old pumping station was still insured.

#### RESOLVED

That the Consulting Engineers be requested to re-visit the pumping station valuation.

#### B.1042 Transparency Code for Smaller Authorities

Miss McShane reported that, as resolved at its last meeting, the Board will continue with a limited assurance review and not take advantage of the audit exemption available for smaller public bodies with income and expenditure less than £25,000.

#### RESOLVED

To continue with a limited assurance review as has been carried out in previous years.

#### B.1043 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.1044 Annual Governance Statement – 2019/2020

The Board considered and approved the Annual Governance Statement for the year ended on the 31<sup>st</sup> March 2020

#### 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 2020.

### B.1045 Payments

The Board considered and approved payments amounting to £19,659.34 which had been made during the financial year 2019/2020.

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

(NB) – Mr West declared an interest in the payment made to T R West.

### B.1046 Annual Accounts of the Board – 2019/2020

The Board considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31<sup>st</sup> March 2020 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 2020.

### B.1047 Expenditure estimates and special levy and drainage rate requirements 2020/2021

The Board considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2020/2021 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:-

	<u>Area 1 (Gravity Area)</u>	<u>Area 2 (Pumped Area)</u>
Drainage rates	54.10%	97.56%
Special levy	45.90%	2.44%

### RESOLVED

- i) That the estimates be approved.
- ii) That a total sum of £20,242 be raised by drainage rates and special levy (Area 1 - £9,091; Area 2 -£11,151).
- 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:-

	<u>Area 1</u>	<u>Area 2</u>
Drainage rates	£4,918	£10,879
Special levy	£4,173	£272

- iv) That drainage rates be laid and assessed on Agricultural hereditaments in the District as follows:-

Area 1

Area 2

7.40p in the £

22.50p in the £

v) That a Special levy of £4,445 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.1048 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.1049 Date of next Meeting

RESOLVED

That the next Meeting of the Board be held on Tuesday the 8<sup>th</sup> June 2021.

B.1050 Board Membership

RESOLVED

That Mr A King's name be put forward in the event of a future vacancy on the Board.