

RAMSEY FIRST (HOLLOW) INTERNAL DRAINAGE BOARD

At a Meeting of the Ramsey First (Hollow) Internal Drainage Board
hosted at the Middle Level Offices, March on Thursday the 25th June 2020

PRESENT

D J Caton Esq (Chairman)

R E Stacey Esq

A C Roberts Esq (Vice Chairman)

D E Stokes Esq

Mr Robert Hill (representing the Clerk to the Board) was in attendance. Mr P A Drinkwater attended for part of the meeting.

The Chairman enquired whether ALL Board members were happy for the meeting to be recorded. All members were in agreement.

Apologies for absence

Apologies for absence were received from T Caton Esq and D C Roberts Esq.

B.882 Standing Orders

Mr Hill 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.883 Declarations of Interest

Mr Hill 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.

B.884 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 27th June 2019 are recorded correctly and that they be confirmed and signed.

B.885 Battery charger for pumping station

Further to minute B.861(ii) and in response to the Vice Chairman, the Chairman confirmed that he had discussed the matter with the Middle Level Commissioners' Mechanical and Electrical Engineer who had considered it to be too expensive to use solar panels. He reported that the

engineer had also discussed a generator but again considered the costs excessive for what the Board were trying to achieve. The Chairman reported that it had been estimated that the batteries had been 9 years old when they failed. Mr Stacey reported that there were battery conditioners/chargers available at a reasonable cost which could be beneficial to the Board.

RESOLVED

That the Chairman be authorised to discuss the matter further with the Consulting Engineers and to take any further action as he considers appropriate.

B.886 Appointment of Chairman

RESOLVED

That Mr D J Caton be appointed Chairman of the Board.

B.887 Appointment of Vice Chairman

RESOLVED

That A C Roberts Esq be appointed Vice Chairman of the Board.

B.888 Appointment of District Officer

The Chairman reported that he was unaware of any reason why Mr Armstrong would not wish to continue as District Officer.

RESOLVED

That C C Armstrong Esq be appointed District Officer to the Board during the ensuing year.

B.889 Appointment of Clerk

RESOLVED

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

B.890 Election of Board Members

Mr Hill reported that the term of Office of the elected Members of the Board would expire on the 31st October 2020 and submitted the proposed Register of Electors applicable to the 2020 election.

Mr Hill reported that Mr Drinkwater had emailed the Clerk to advise that he would be resigning at this meeting and, on behalf of the Board, the Clerk had sent a letter of thanks to Mr Drinkwater. The Chairman reported that he had purchased a suitable gift in recognition of the service Mr Drinkwater had given to the Board.

Consideration was given to filling the vacancy in the membership of the Board caused by the resignation of Mr Drinkwater.

The Chairman enquired if Mr Edward Stokes would be interested in becoming a member of the Board and in response Mr Stokes considered that whilst he may, would ARFCO consider nominating a replacement for Mr Drinkwater. Mr Hill reported that he understood Mr Rupert Waters would be replacing Mr Drinkwater on the farm but had not received any official notification for a proposal to fill the vacancy. The Vice Chairman considered that as this was an election year the matter could resolve itself.

RESOLVED

- i) That the Register be approved.
- ii) That Mr Drinkwater's decision be received with regret and that the Board's appreciation of the services rendered by Mr Drinkwater be recorded in the minutes.
- iii) That the actions of the Chairman in purchasing a gift be approved.
- iii) That no action be taken at present to fill the vacancy on the Board and for the matter to be discussed further following the election.

B.891 Clerk's fee

The Board gave consideration to the Clerk's fee for 2020/2021.

RESOLVED

That there be no increase in the fee paid to the Clerk for the year 2020/2021.

B.892 Water Transfer Licencing

Further to minute B.813, Mr Hill 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. He 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.893 Warboys Landfill Site

Further to minute B.852, Mr Hill reported the Consulting Engineer's comments concerning the clay currently being stored temporarily on the bund and the Chairman reported that he was unaware of any further developments.

RESOLVED

That the position continue to be monitored.

B.894 Contravention of byelaws

Further to minute B.853, Mr Hill reported that a letter had been sent and the Chairman reported that the District Officer had confirmed that some works had been carried out to cut the trees back.

RESOLVED

To continue to monitor the position and the Chairman be authorised to take any further action as he considers appropriate.

B.895 Clerk's Report

Mr Hill advised:-

i) COVID-19 Actions

That following the instructions given by government on 23rd 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 25th March.
- MLC operatives continue to attend work but in a more restricted manner 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 26th 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 10th 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 continue with the current arrangements.

iii) Association of Drainage Authorities

a) Annual Conference

That the 82nd Annual Conference of the Association had been held at the ICE building in Westminster on Wednesday 13th 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 11th 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 3rd 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 2nd March 2021.

d) Further Research on Eels

Further to minute B.783(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.

iv) 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 principle 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

v) 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.

vi) 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.896 Consulting Engineers' Report, including planning and consenting matters

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

Ramsey First (Hollow) I.D.B.

Consulting Engineers Report – June 2020

Weed Control and Drain Maintenance

The maintenance works carried out last year generally accorded with the recommendations approved by the Board at its last annual meeting.

A recent inspection of the Board's district drains has been undertaken and revealed that the majority of the drains are being retained in a satisfactory condition and maintained to a good standard. However, the inspection highlighted dense accumulations of submerged aquatic vegetation in the Wistow Fen Drains, reaches 10-39-40-41-42-43-44-45-46-47-48-49 and 39-50-51-52-53-54-55-56. It is recommended that an application of Roundup herbicide is applied to the affected reaches and followed up by light machine cleansing post-harvest this year.

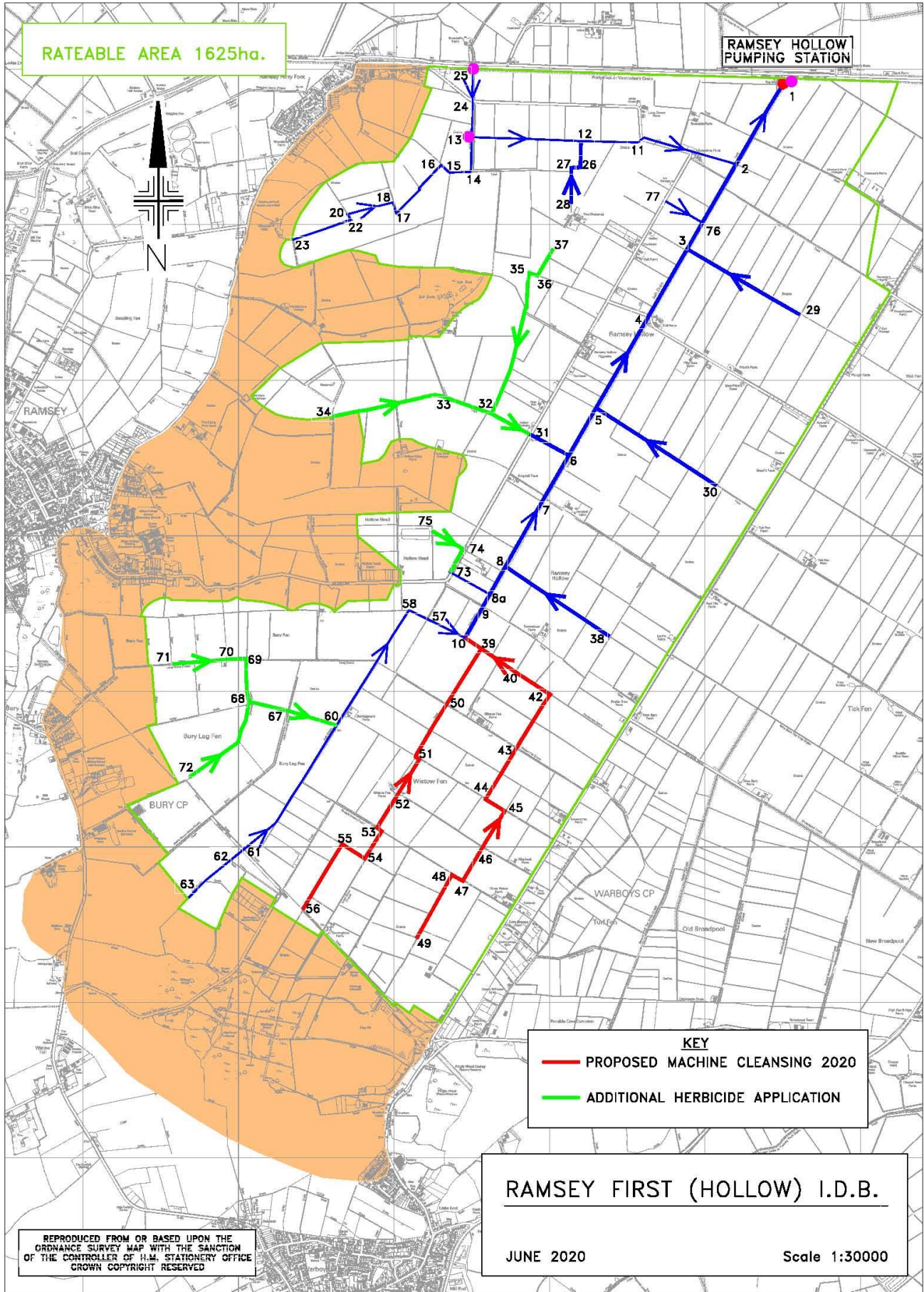


Wistow Fen, reach 50-51

It was also noted during the inspection that the Bury Lug Fen Drains (reach 60-67-68-69-70-71-72) and the Hollow Head Farm Drains (reaches 73-74-75 & 31-32-33-34-35-36-37) contain sporadic stands of reed and emergent aquatic vegetation throughout their reaches. It is recommended the affected reaches are included in this year's proposed herbicide programme.

A sum has also been included within the estimate to allow for drains that fall within this year's proposed machine cleansing programme, and any others that require a Roundup application to control aquatic weed growth to be treated later in the growing season.

Messrs Ashman have indicated that they are available to undertake the Board's flail mowing requirements again this year. Flail mowing in advance of the machine cleansing works will be required to afford the machine operator optimum visibility to undertake the cleansing work. A sum for flail mowing both of the aforementioned reaches has been included within the Board's estimated costs.



A provisional sum has been included within the estimated costs for any emergency machine cleansing, cott removal or culvert clearance works that may be required later in the year.

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

1	Allow sum for Roundup herbicide application where required throughout the district	Item	Sum	850.00
2	Machine cleanse Wistow Fen Drains			
	i) Reach 10-39-40-41-42-43-44-45-46-47-48-49	2700 m	@ 1.10	2970.00
	ii) Reach 39-50-51-52-53-54-55-56	2300 m	@ 1.10	2530.00
3	Allow for flail mowing in advance of machine cleansing	Item	Sum	2500.00
4	<u>Provisional Item</u> Allow for emergency machine cleansing, cott removal or culvert clearance works	Item	Sum	2000.00
5	Fees for inspection, preparation and submission of report to the Board, arrangement of herbicide treatments and machine cleansing works	Item	Sum	900.00
TOTAL				£11,750.00

Orders for the application of herbicides by the Middle Level Commissioners are accepted on condition that they are weather dependent, and they will not be held responsible for the efficacy or failure of any treatment.

Ramsey Hollow Pumping Station

Over the 12 month period only routine maintenance has been carried out since the last meeting and the pumping plant appears to be mechanically and electrically in a satisfactory condition.

At the Board's last meeting we were asked to confirm to what extent the MLC monitor fuel levels. The MLC do not monitor fuel levels and, as previously reported, the ability to read levels remotely via the telemetry has failed. As an alternative system would be in the region of £1,000 and this was not approved at the last meeting it has not been actioned. It is therefore recommended that the checking of fuel levels is carried out by the pump attendant on a weekly basis; however this will not, of course, prevent theft.

Pumping Hours

Ramsey Hollow Pumping Station	Total hours run Jun 16 – Jun 17	Total hours run Jun 17 – Jun 18	Total hours run Jun 18 – Jun 19	Total hours run Jun 19 – Jun 20
No 1 Electric	15951-16040 = 89	362	approximately 5 (16407)	419 (16826)
No 2 Electric	9927-10084 = 157	270	approximately 29 (10373)	449 (10822)
No 3 Diesel	351-354 = 3	Approximately 10	approximately 5 (382)	37 (418)
Total Hours Run	249	642	39	905

Ramsey Hollow Pumping Station	Total hours run Jun 11 - Jun 12	Total hours run Jun 12- Jun 13	Total hours run Jun 13 – Jun 14	Total hours run Jun 14 – Jun 15	Total hours run Jun 15 – Jun 16
No 1 Electric	14431-14449 = 18	14449-15413 = 964	15413 -15413 = 0	15413-15840 = 427	15840-15951 = 101
No 2 Electric	8795 – 8818 = 23	8818 – 8967 = 149	8967 – 9692 = 725	9692-9760 = 68	9760-9927 = 167
No 3 Diesel	40 – 58 = 18	58 – 261 = 203	261 – 329 = 68	329-339 = 10	339-351 = 12
Total Hours Run	59	1316	793	505	280

Pumping Station Asset Appraisals

Further to the asset appraisal carried in 2010 for the EA the Board requested an update for 2020.

Ramsey Hollow



Station Details

Drainage Board	Ramsey 1 st (Hollow)
Commissioned	1947
Refurbished	Pump 1 in 2014, Pump 2 in 2013
Pumps-Electric x 2	2 nr AGP 24" VSAF
Duty	850 l/s @ 5.0 m TGH
Drive Motor	Mather & Platt / BCP 60/70kW (10 pole)
Control Equipment	Watford
Automatic Level Control	Milltronics Multiranger Ultrasonic
Pump-Diesel	BPL DB.80.10.10 800mm commissioned 2012
Duty	1700L/s @ 5.1m
Drive	Cummins QSB6.7 (6 cylinder 176kW)
Gearbox	Andantex 3.1 ratio
Control Equipment	E Rand & Sons
Automatic Level Control	Pulsar Ultra 3 Ultrasonic
Weedscreen Cleaner	CW 500
Control Building	Brick with corrugated sheet roof & BGRP for Diesel & cleaner controls
Telemetry	Oriel for Diesel only
Fencing	2.1m Palisade

General Comments

Ramsey Hollow pumping station is the only station in the Ramsey 1st (Hollow) Internal Drainage Board catchment. It drains a large fen catchment area of 1625 ha to the east of Ramsey bound by the highland catchment in the west and Puddock Road in the east. The station discharges into the Middle Level Commissioners' Forty Foot river.

The station was originally constructed with two diesel engine driven Allen Gwynnes horizontal split casing centrifugal pumps located in the pump house. In 1974 an electric pump arrangement was installed to supplement the diesel driven pumps. A new reinforced concrete inlet was constructed together with a surge chamber. A traditional vertical spindle pump was installed with a ductile iron pipework siphon arrangement discharging to the concrete surge chamber. The station was originally constructed with one electric pump but with scope to add a further unit in the future. The second pumpset was subsequently purchased and installed in 1986, and the two electric pumps effectively replaced one of the diesels which remained as a standby until 2012 when a new diesel driven pump with the capacity of both electric pumps combined was installed, together with an automated weedscreen cleaner.

The electric pump's impeller is at a level of 95.00 metres, which is the manufacturer's specified minimum automatic pumping level. At the current normal winter operating levels there is approximately a further 1.5 – 2.0 metre impeller submergence.

Weedscreen



The weedscreen is manufactured with galvanised steel and is in good condition and should last for at least 20 years with no expenditure unless damaged by machine cleansing. An automatic cleaner manufactured by C W Engineering was installed in 2012 and is generally in a good condition but requires minor repairs during summer 2020 to bring it back to full working order.

The 1.2 metre high galvanised post and rail handrailing is in good condition and should have a further 20 years' life.

Control House

The old Pump House (location of control panel for the electric pumps) is constructed of brick with corrugated roof panels over steel frame trussed rafters. The building appears to be structurally sound with no major areas of cracking or spalling however the roof leaks badly and during the storms of early 2020 a roof panel was



blown off. The roof will be repaired and made good with a target residual life of a further 10 years, but the Board may wish to consider what to do with the building in the long term, ie repair or demolish it? The metal framed windows are in poor condition and will require maintenance or bricking up in the near future.

The rainwater downpipes are cast iron with some sections being replaced with plastic. The rainwater goods are heavily corroded and will require replacing in the next 5–10 years.

The wooden doors are in reasonable condition and should last a further 10 years.

Control Equipment/Pumps



The control panel for the electric pumps, which is housed in the diesel pump house, is the original unit that was installed in 1974 with some modifications made in 1986 and is in reasonable condition for its age despite showing signs of vermin infestation. The panel, being 46 years old, is at the end of its design life

however being of a simple DOL construction it is relatively easy to repair as long as the metal carcass remains viable.

The new control panel for the diesel pump incorporating the weedscreen cleaner controls is housed in a GRP kiosk. The panel, manufactured in 2012, is in an excellent condition and should have at least a further 20 years' life.





A single 24" vertical spindle Allen Gwynnes pump was originally installed with the electric pump arrangement. A second Allen Gwynnes pump and associated ductile iron pipework was subsequently installed in 1986 to supplement the original unit. These pumps were overhauled in 2012 and 2013. The 800mm diesel pump housed in an acoustic enclosure was manufactured by Bedford

Pumps and has twice the capacity of each of the electric pumps. All 3 pumps discharge into a surge chamber which gravitates into the Forty Foot drain. The surge chambers are of reinforced concrete and in good condition and should last a further 30 years.

Fencing/Compound

Vehicle access to the station is off the lanes to the south of the Forty Foot river via a stone track. Pedestrian access can be gained via the adjacent bridge over the Forty Foot. The compound is protected by palisade fence which is in good repair, however this has not stopped the theft of fuel; and hence an early theft warning system was installed but this has since failed and the costs of implementing a more reliable system have proven prohibitive.

Inlets/Outlets

The inlet sump of the electric pumps and the new diesel is constructed of concrete and was seen to be in good condition. It should last a further 30 years (see weedscreen photo).

The diesel and electric outlet bay is constructed of concrete and is in a good condition and should have a further 30 years life.



Pumping Station Valuations-Ramsey 1st IDB

The following is an estimate of the maximum expected cost of rebuilding or replacing the pumping station on the same or an adjacent site following a catastrophic failure, eg a fire, a collapse or an explosion.

Site Name	Ramsey 1st (Hollow) IDB - Ramsey Hollow Pumping Strn.	
Site Data		
No. Pumps	2 electrics, 1 Auto diesel (2 redundant diesels)	
Station Capacity	3.5 cumecs (electrics and auto diesel)	
Station built	1947 original redundant diesel station. 1974 and 1986 Electric pumps installed, 2012 Auto diesel installed	
Description of Station	2 no. AGP 24" VSAF (Electrics) Motors 60/70kW @ 585 rpm and 1 no Bedford Pumps 800mm DB.80.10.10 Suspended Bowl with Cummins 200kW engine via Andantec 3:1 gearbox. Watford DOL controls (electrics) E Rand Auto diesels (Redundant plant-2 no. Allen Gwynnes 33" DESC with Ruston 9XHRC Diesels. Brick pumphouse/control house with pitched corrugated sheet roof.	
Valuation		
Civils Works	✓	£762,480.00
M&E	✓	£567,320.00
Other	✓	£64,500.00
Total		£1,394,300.00
Breakdown of valuation		
Civils Works		
Pump sumps/pipework	✓	£582,450.00
Hard standing	✓	£5,295.00
Fencing	✓	£10,590.00
Outfall bay	✓	£52,950.00
GRP Control Building	✓	£26,475.00
Other/surge chamber	✓	£84,720.00
M&E		
Pumps	✓	£218,200.00
Control Equipment/cabling	✓	£65,460.00
Power Supply	✓	Public liability
Motors/engine/gearbox etc	✓	£109,100.00
Installation/fuel system	✓	£65,460.00
Weedscreen raker and screens	✓	£109,100.00
Other		
Approvals	✓	£10,750.00
Liaison and consultation	✓	£5,375.00
Design	✓	£26,875.00
Supervision	✓	£21,500.00
		2 no.redundant Ruston 9XHRC Diesel pumps' building, intake and ancillaries etc not included in valuation

Pumping Station 20 Year Expenditure Forecast									
Pumping Station	Ramsey Hollow								
Internal Drainage Board	Ramsey 1st								
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6 - 10	Year 11 - 15	Year 16 - 20
Function Category	Description	2020/21	2021/22	2022/23	2023/24	2024/25	2025 - 2030	2030 - 2035	2035 - 2040
Total Refurbishment/Replacement									
Pumping and Control Equipment						30k			
Weedscreen Cleaning Equipment		2k						20k	
Control Building						15k			
Compound and Surroundings									
Telemetry									
Need									
30k New electric pump control panel and GRP kiosk									
2k cleaner repairs									
20k Cleaner overhaul									
15k Demolish old pump house									
Note - Costs are based on value of works at 2020 prices.									
- These are estimated capital replacement figures and do not include routine maintenance costs.									

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 8 new development related matters have been received and, where appropriate, dealt with since the last meeting:

<i>MLC Ref.</i>	<i>Council Ref.</i>	<i>Applicant</i>	<i>Type of Development</i>	<i>Location</i>
185	H/19/01077/HHFUL	Mr & Mrs Price	Residence (Extension)	Abbey Road, Ramsey
186	H/19/01336/HHFUL	Mr & Mrs Willis	Residence (Extension)	Lawrence Road, Ramsey
187	H/19/01579/OUT	Mr L Overall	Residence	Warboys Road, Bury
188	H/19/02271/FUL	Abbey Properties Cambridgeshire Ltd & The Ramsey Club Ltd	Residential (38 plots)	Meadow Lane, Bury*
189	H/19/02455/HHFUL	Mr B Halfpenny & Miss E Burrows	Residence (Extension)	Coronation Avenue, Warboys
190	H/19/02264/PMBPA	Mr J Armstrong	Residence	Puddock Road Warboys
191	Enquiry (16/80296/COND)	Client of MAC Construction (EA) Ltd	Residence	Hollow Lane, Ramsey*
192	20/00475/FUL	Mr J Armstrong	Residence	Puddock Road, Warboys

Planning applications ending 'HHFUL' relate to Householder applications for Full Planning Permission

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

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

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

The following requests to use the Infiltration Device Self Certification procedure have been received since the last meeting report;

- a) Mr L Overall - Proposed detached dwelling at land adjacent to The Bungalow, Warboys Road, Bury, (MLC Ref No 187)
- b) Mr B Halfpenny and Miss E Burrows - Rear and side extension to form new garage and kitchen/utility at Coronation Avenue, Warboys (MLC Ref No 189)

However, both sites exceeded the maximum size of development covered by this process and were, therefore, not accepted. The applicants were notified and advised of their alternative options but at the time of reporting no further correspondence or instruction have been received from the applicants or the applicants' agent.

Further to general principles detailed in Minute B.1159 Consulting Engineers' Report, including planning and consenting matters the current position is being ascertained in respect of the following developments:

- *Various developments at Ramsey Leisure Centre, Abbey Road, Ramsey - Huntingdonshire District Council (MLC Ref Nos 073 & 078) & One Leisure (MLC Ref Nos 179)*
- *Various developments at Long Drove Farm, Hollow Road, Ramsey Forty Foot - Mr C Boon (MLC Ref Nos 115, 173 & 183)*
- *Residential development for 9 houses following demolition of industrial building at Altanet Technology Ltd, Hollow Road, Ramsey Forty Foot - Mr H Dawson (MLC Ref Nos 141 & 146) & Shire Homes & Building Services (MLC Ref Nos 159 & 160)*
- *Proposed change of use to form two residential dwellings at Bungalow Farm, Hollow Road, Ramsey Forty Foot – Mr R Meadow (MLC Ref Nos 170 & 177)*
- *Creation of replacement dwelling and double garage/workshop at Hadley, The Hollow, Ramsey – Mr M Jones & Mr S Evers (MLC Ref No 176)*

Any inspection of the site to ascertain whether work has commenced and any subsequent discussion with the applicants' agent will have to be delayed until the current Coronavirus (COVID-19) working restrictions are lifted.

Construction of a heat and power plant comprising biomass energy from waste facility and treatment of waste water by evaporation treatment plant & associated infrastructure at Warboys Landfill Site, Puddock Hill, Warboys – Client of BE Design (MLC Ref No 163), Caulmert Limited (MLC Ref Nos 164 & 175) and Sycamore Planning Ltd (MLC Ref No 172)

Since planning permission was given in December 2018 a number of pre-commencement conditions needed to be met. However, since permission was granted no further progress has been made. This is, in part, due to the downturn in the market for this type of plant.

Proposed residential development site at Meadow Lane, Bury – Client of RPS Group (MLC Ref No 171) and Abbey Properties Cambs Ltd & The Ramsey Club Company Ltd (MLC Ref Nos 180 & 188)

Following the withdrawal of the initial planning application (MLC Ref No 180) in November, a subsequent planning application was submitted to the District Council and, according to the relevant page on its Simple Search webpage, is “In progress”.

The view of the County Council, in its role as the Lead Local Flood Authority (LLFA), has changed during the planning process. Initially it had no objection to the proposed means of surface water disposal but then changed to being “unable to support the grant of planning permission”. It has however subsequently removed its objection.

Its most recent response advises that:

“Surface water will be managed through the use of an attenuation basin and permeable paving with sub-base storage, restricting discharge to 1 l/s for all events up to and including a 1 in 100 year event plus a 40% allowance for climate change. Surface water will then discharge into the existing watercourse to the north east of the site.”

The Board is reminded that whilst the LLFA may be content with the proposal it does not necessarily mean that the Board, who as a non-statutory consultee has yet to consider the proposals and is the authority which receives and processes any resultant flows, will be in agreement.

Members will be aware of the problems in the area and are reminded that no increase in rates or volumes of flow will be consented by the Board as this is likely to have detrimental consequences.

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 15th 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 5th March and 17th 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

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 – 16th May 2019":

https://cmis.cambridgeshire.gov.uk/ccc_live/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, six of which are within the Huntingdonshire district but none are within the Board's area.

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

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 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

9 June 2020

Ramsey First (Hollow) (324)\Reports\June 2020

RESOLVED

- i) That the Report and the actions referred to therein be approved.
- ii) Weed Control and Drain Maintenance

That the maintenance works contained in the Report be undertaken.

B.897 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.898 District Officer's Report

The Chairman reported that he had discussed matters with the District Officer and was not aware of any further matters not covered in the Consulting Engineer's report.

RESOLVED

That the Officer be thanked for his services during the year.

B.899 Conservation Officer's Newsletter and BAP Report

Mr Hill referred to the Conservation Officer's Newsletter, dated December 2019, previously circulated to the Board.

The Board considered and approved the most recent BAP report.

RESOLVED

That no action be taken concerning mink traps at this point.

B.900 District Labour

District Officer's Fee and Pumping Station Attendant's Wages

- a) The Board gave consideration to the District Officer's fee for 2020/2021.
- b) The Board gave consideration to the Pumping Station Attendant's wages for 2020/2021.

RESOLVED

- i) That the Board agree that the sum of £3,303 be allowed for the services of the District Officer for 2020/2021.
- ii) That the wages of the Pumping Station attendant be increased by 2.91% from 1st October 2020 as indicated on the Supplementary Schedule.

c) P11D Benefits in kind

Mr Hill reported that in their latest audit the internal auditors had taken a closer look at the P11d benefits in kind provided by all Boards in relation to the supply of residential property and vehicles, together with telephones, utility charges etc.

He advised that in previous years instruction had been taken from the Boards, but following points raised by the HMRC and the internal auditor it was felt necessary to carry out a review of potential benefits and how these were to be dealt with as part of the end of year declarations. He added that whilst it was up to each individual Board to decide how they remunerate their employees, they must ensure that relevant legislation was complied with. He advised that consideration to potential benefit declarations should be given to the accommodation provided, telephone and utility charges.

The Vice Chairman considered the Board needed to carry out a review to ensure they complied with all relevant regulations but that the Board may have to also review the employees remuneration package should the review lead to additional costs to the employee.

RESOLVED

That the Chairman be authorised to liaise with the Clerk and the Board's employee to carry out a review of potential benefits and be authorised to take any actions as he considers appropriate and necessary.

Mr Drinkwater joined the meeting at this point.

The Chairman welcomed him and, on behalf of the Board, thanked him for his services to the Board and that the Board had arranged for a small gift to be presented to him, which he hoped he would be able to do in the near future.

B.901 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.

B.902 Environment Agency – Precepts

Mr Hill reported that the Environment Agency had issued the precept for 2020/2021 in the sum of £6,423.00 (the precept for 2019/2020 being £6,266.34).

B.903 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

Mr Hill reported that the sum of £242.46 (£8,751.76 less £8,509.30 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 2018/2019 together with the sum of £8,723.73 in respect of 80% of the Board's estimated expenditure for the financial year 2019/2020.

Mr Hill reported that claims were higher than average which was the case for the majority of Board's which could cause problems for the Environment Agency budget and with this in mind he

had only used average claim amounts when drafting budgets although the full calculated claims would be submitted.

B.904 Association of Drainage Authorities
Subscriptions

Mr Hill 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.905 Health and Safety

a) Further to minute B.825(i), in light of the appointment of Cope Safety Management, Mr Hill reported on the requirement to appoint a member to take on and report to the Board matters relating to Health and Safety.

The Chairman reported that he was the person to report health and safety matters back to the Board.

RESOLVED

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

b) Further to minute B.869, the Chairman referred to the reports received from Cope Safety Management following their visits to the District on the 20th September 2019 and 25th February 2020 and the actions taken to address the matters raised. He reported that he had instructed the Board's employee to address the broken windows in the old pumping station and that he was in discussions with the Consulting Engineers concerning the positioning of the emergency stop button on the weedscreen cleaning equipment.

Mr Hill 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.

RESOLVED

That the actions of the Chairman be approved and he be authorised to take any further actions as he considers appropriate and necessary.

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

B.906 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 31st 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 31st March 2019.

B.907 Defra IDB1 Returns

Mr Hill 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.908 Budgeting

Mr Hill referred to the budget comparison of the forecast out-turn and the actual out-turn for the financial year ending 31st March 2020.

B.909 Review of Internal Controls

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

B.910 Risk Management Assessment

- a) Mr Hill 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. He 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 considered the insured value of their buildings.

RESOLVED

That, as per the Engineer's valuation, the insured value of the Board's' buildings be increased from 1st April 2020.

B.911 Exercise of Public Rights

Mr Hill 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.912 Annual Governance Statement – 2019/2020

The Board considered and approved the Annual Governance Statement for the year ended on the 31st March 2020.

RESOLVED

That the Chairman be authorised to sign the Annual Governance Statement, on behalf of the Board, for the financial year ending 31st March 2020.

B.913 Payments

The Board considered and approved payments amounting to £70,066.34 which had been made during the financial year 2019/2020.

B.914 Annual Accounts of the Board – 2019/2020

The Board considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31st March 2020 as required in the Audit Regulations.

RESOLVED

- i) That the Chairman be authorised to sign the Annual Return, on behalf of the Board, for the financial year ending 31st March 2020.
- ii) To transfer any annual surplus to the plant refurbishment fund as from the 1st April 2017.

B.915 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 Mr Hill 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 93.39% and 6.61%.

RESOLVED

- i) That the estimates be approved.
- ii) That a total sum of £67,331 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 £62,877 and £4,454 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 £4,454 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.916 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.917 Date of next Meeting

RESOLVED

That the next Meeting of the Board be held on Thursday the 24th June 2021.