SAWTRY INTERNAL DRAINAGE BOARD

At a Meeting of the Sawtry Internal Drainage Board
held at the Admiral Wells Inn, Holme on Wednesday 29th June 2022

PRESENT

S Custance (Chairman)
A Darby Esq
S Juggins Esq
S Parsley Esq
S Raby Esq
D Elmore Esq
Cllr S Bywater

Mr David Thomas (Clerk to the Board) was in attendance.

Apologies for absence

Apologies for absence were received from Ms K Smith, (Natural England), A Lensen Esq and Cllr R Martin.

B.1255 Declarations of Interest

The Clerk 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 Raby declared an interest (as a Member of the Middle Level Board) in matters concerning the Middle Level Commissioners, in minute no B.1278 regarding payment to H Raby & Sons and the flailing works.

Mr Darby declared an interest in minute no B.1278 and matters relating to pump attendants.

B.1256 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 16th June 2021 are recorded correctly and that they be confirmed and signed.

B.1257 Election of Board Members

The Clerk reported that the term of office of the Members of the Board will expire on the 31st October 2022 and will submit the proposed register of electors which is applicable to the 2022 election.

Mr S Juggins advised that he would be stepping down as a Board Member as he will no will longer farming land in the district. This will leave a single vacancy, if all other members put themselves forward for election this year. Several possible names were discussed and it was agreed that the

Chairman should make an approach to see if there was interest from any of those named to join the Board.

RESOLVED

Chairman to approach possible candidates to fill the vacancy.

B.1258 Great Fen Project

Further to minute B.1223, as Katy Smith from Natural England was not in attendance, the Clerk advised that the 'wet farming (paludiculture)' trials were continuing and were being very much seen as a learning experiment to see what was possible and the challenges presented to farming alternative crops on land with an elevated water table. He also made reference to the ongoing work to seek a scheme to implement alternative storage to that provided by Woodwalton Fen and to the longer-term aspiration to implement flood storage on the site of the old Whittlesey Mere.

B.1259 Structures in Sawtry Brook

Further to minute B.1226, The District Officer advised that the last offending structure was in the process of being removed by the land owner and it was agreed that this item could now be removed from future agendas.

B.1260 Clerk's Report

The Clerk advised;

i) COVID-19 Actions

That the majority of control measures have been removed now and normal office working has resumed (with the exception of trialling a degree of flexible working, which has been shown to be effective following the previous periods of enforced home working). Impacts now are largely confined to the high rates of COVID-19 illness cases in the UK.

ii) Middle Level Commissioners and Administered Boards Chairs Meeting

That an eighth Chair's Meeting was held on the 12th April 2022.

The meeting covered a wide variety of matters likely to affect IDBs. A summary of the key points and resolutions follows;

It was recorded that there had been a number of MLC staff changes over the period. These included the retirement of Deb Watts, Katie Hunt and Malcolm Downes. Also, Sarah Lemmon and Richard Lloyd had handed in their notice. New members of staff replacing them and linked with some restructuring of the finances and admin departments were Dave Bantoft (M&E Engineer), Sarah Bowd (Accounts Assistant), Polly Tombleson (PA Secretarial) and Claire Collings (Secretarial).

It was reported that following the successful telemetry grant bit for Local Levy £125K in grant had been secured and consequently an order had been placed for in excess of 45 new telemetry outstations. The MLC have tested the new system with the six stations they commissioned and were satisfied with its operation.

Training for Board members was covered and it was noted that ADA provide online training videos. Various methods for delivering these and recording attendance was discussed and it was finally resolved that the best way forward would be to ask all members to watch one or two videos a year and to record when they had been viewed. A record of who had watched which video would be retained and this information recorded at Board meetings and used to support DEFRA IDB1 returns.

A proposal to move from time charges to lump sum annual fees for planning and consenting matters was discussed and it was agreed that a proposal to move to this more efficient and effective way of working would be put to each Board. For similar reasons it was resolved that a proposal should be put forward which would reduce the scale of content reported to Boards under planning matters.

Inflationary pressures were touched upon and it was recognised that if this continues there will be pressure placed upon Boards to raise their rates more than has occurred in recent years. It was also recognised that along with these inflationary pressures there were increasing demands (with legal backing) evolving in relation to environmental gains and Boards should be aware of the costs of delivering on these. Examples are the government's commitment to protect 30% of all land by 2030 for the environment and of the Doubling Nature initiative in Cambridgeshire.

An update on work in relation to climate change and carbon reduction was given. Work currently in hand comprises of production of a carbon baseline for the MLC. Once complete the scale of the challenge to target carbon neutrality will be known and work will be undertaken to identify possible opportunities for reduction and mitigation, prior to production of a policy statement. During these next stages it is expected that Boards associated with the MLC will be similarly assessed and plan proposals made for them.

iii) Application(s) for byelaw consent

That the following application(s) for consent to undertake works in and around watercourses has/have been approved and granted since the last general meeting of the Board/Commissioners:-

Name of Applicant	Detail of Work	Date of Consent
Sawtry Parish Council	Installation of precast concrete headwall and outfall pipes – skate park surface water system – St Judith's Recreation Ground, Sawtry	18/5/21

iv) Association of Drainage Authorities

a) Annual Conference

That the 84th Annual Conference of the Association was held on Wednesday the 10th November 2021.
The Conference was once again held virtually and was split into two parts; the Conference in the morning and AGM in the afternoon. It is expected that, whilst in future years it is hoped to return to a face-to-face format, the clear separation between conference and AGM is likely to be retained.

Speakers this year included Rebecca Row MP (Parliamentary Under Secretary of State – Defra), Dieter Helm (economist) and Lord De Ramsey (then President of ADA).

Topics covered included the challenges of climate change and the need to step up to the plate in delivering on the aim to achieve a net zero target as soon as possible, the importance of partnership working and the importance of agriculture in feeding the nation. The latter included the need to better educate the population, who clearly desire to move forward on delivering climate change and ecological objectives, but do not fully appreciate the role of agriculture, its real impacts or even properly understood where and how food is sourced. One example given that challenged a common assumption that agriculture was bad for the environment was that recent monitoring of CO^2 release had shown that a well irrigated peat field of onions released less CO^2 than adjacent dry grassland.

In his speech Lord De Ramsey announced that he was stepping down as President and that his place would be taken by Henry Cator. He was warmly thanked by ADA for his many years of service and was presented with a painting by an artist which it is known he admires. Henry spoke about how pleased he had been to be invited to take over the role and that he looked forward to working with ADA to meet the future challenges of the industry.

The AGM that followed gave an update on the work of ADA, noting the likelihood that, despite vigorous lobbying, the expectation was that from 1st April 2022 IDBs would no longer be able to use red diesel for anything other than heating or to run generators. This will impact on costs and will provide challenges to the continued use of agricultural contractors. The passing of the Environment Bill was touched upon which will release barriers to the formation of new IDBs and will also provide opportunities for IDBs to explore extending their boundaries if it was clearly beneficial to do so. Innes Thomason spoke on the work of ADA and the consultations ADA had responded to, including proposals to extend beaver introduction and a water abstraction licencing charging review amongst other things. Finally, it was reported that the ADA Board had agreed to a 1% rise in subscriptions for the 2022/23 year and noted that with inflationary pressures a higher increase should be expected next year.

b) Annual Conference

That the Annual Conference of the Association of Drainage Authorities will be held on Wednesday the 9th November 2022, venue yet to be announced.

c) Meeting of the River Great Ouse Branch

That the Annual Conference of the River Great Ouse branch of the Association was held on Tuesday the 1st March 2022.

This was the first face to face meeting held since the COVID-19 outbreak but the format was restricted to the AGM only. It is planned however to reintroduce the popular and useful morning workshops for 2023.

Marc Heading was reappointed as chair with Councillor Doug McMurdo as vice chair. Topics covered included unsurprisingly red diesel, and water resources/the work of WRE.

Sofi Lloyd announced that Brian Stewart and Ian Hodge from the EA had recently joined the ADA Board and that DEFRA had asked ADA to liaise with them on the implementation of schedule 3 of the Flood and Water Management Act. She was also pleased to be able to report that ADA had been instrumental in initiating an all-party parliamentary group with a remit to discuss and consider Sustainable Flood and Drainage Management.

Phil Hulme and Amanda Macloughlan spoke on behalf of the EA covering the challenging associated with significant staff changes at the EA and noted that with the capital program for this six-year cycle being double that of the previous one this would be generating considerable additional work load.

It was advised that this coming years revenue (maintenance) budget was £5.3M which was more than the previous year but what could be delivered within this budget could be impacted by inflation.

The date of the next meeting is Tuesday 7th March 2023.

v) Updating IDB Byelaws

Further to minute B.1155, ADA have advised that there was an error in the Model Byelaws relating to a Penalty Notice which referred to s37 of the Criminal Justice Act 1982, which was actually repealed on the 1.12.2020 by the Sentencing Act 2020. Consequently, Defra has amended the Penalty Notice attached to the byelaws to include the correct reference. This Penalty Notice is not part of the Byelaws and, as such, is a simple correction. There is no requirement either to readvertise, or seek Defra approval and the version now uploaded to the website is the corrected one.

vi) Environment Act

In November 2021 Defra announced that the Environment Act became law. The stated aim of this Act is to improve air and water quality, tackle waste, increase recycling, halt the decline of species, and improve the natural environment. However, the Act also includes powers (specific to IDBs) which amend the Land Drainage Act 1991, addressing the technical issue of missing or incomplete data, which is preventing existing internal drainage boards from expanding and new ones from being established. Defra have stated that they will be working on the associated secondary legislation over the coming year and will be engaging with IDBs through ADA on this.

vii) Smart Level System/District Wide Telemetry Bid

Further to minute B.1227 (v), the Clerk reported that orders have been placed to install the new telemetry system at all of the Boards Pumping Stations. Installation will be undertaken over the summer period.

viii) Red Diesel

Following extensive lobbying and the efforts of ADA, DEFRA and Treasury have softened their stance on the potential loss of access to red diesel use by IDBs. Going forward then as long as the work undertaken by the IDB can be shown to have some agricultural benefit then red diesel use can continue. The exception will be construction works and works where the sole beneficiary is an urban area.

ix) Planning and Consenting Fees

Proposed changes to planning and consenting service supply charging

Two changes are proposed. The current arrangements and the proposed changes are outlined below.

1. The current arrangements for charging for Technical Services advice and support, for planning and consenting matters, is based upon a direct cost recovery arrangement. To achieve this all time spent on every item of work undertaken has to be logged and recorded in detail. This information is then pulled together and invoices prepared and checked before being passed to the Board Chairs for sign-off. This requires a considerable amount of time and effort and this time is of course included in the eventual fees paid. It is considered that a more efficient model would be to mirror the one used for charging for Clerking services which is based upon a lump sum annual fee. This has a number of advantages. It reduces internal workload which in turn releases time to carry out productive work. It also allows Boards to budget for the fees knowing at the time of rate setting what the annual fees will be.

   To ensure that a fair assessment is made it is suggested that the last five years of fees are looked at and an average taken. If there is clearly one or two years where one or two planning matters have impacted heavily upon the figures then an appropriate adjustment will be made. The final fee will be converted into a fraction of the costs of overall cost of supplying planning and consenting services for all Boards including the MLC and this percentage will become fixed until such time that a review is called for.

   In addition, we will still actively encourage developers and their agents to enter into Pre/Post application contracts. This will help keep the overall planning costs to a minimum. We will also be looking to move more and more to lump sum charges for developers for the same reasons outlined above, ie to reduce internal administration work and costs where possible.

It is not proposed that this change will extend to other Technical Services work, such as surveys, catchment analysis, and refurbishment/replacement/improvement scheme work or associated advice which will continue to be logged and charged on a "hours spent" basis.

2. Many members have noted that the reporting in relation to planning application comments and responses is comprehensive. Again, it often takes many hours to produce such detailed reports for which the Board is charged. This time could be spent in dealing with and taking action on planning and consenting matters. There is also the issue of the potential time lapse between any planning/byelaw issue raising its head and the meeting of the Board. It is of course normally advantageous to take action as soon as possible after any issue had become apparent. It is therefore proposed that going forward the Board nominate who they wish to be copied in on all planning correspondence, for example the Chair and Vice-Chair. They will then be able to liaise with the Planning Engineer if they wish to and will be conversant with discussions being undertaken. The Board may also wish to delegate decision making for initial actions for bylaw infringements to the Board nominee/s.

   To ensure that the Board is consulted on the most important matters it is proposed that when it is wished for a matter to be raised within the Board report then a request from the Chair can be made and a detailed report would follow. This would normally be the case where significant costs might be associated with enforcement, including perhaps incurring legal fees or where an unusually large or significant development is proposed.

   Should the above change be agreed to, then going forward the Engineer's report will provide a list of all planning applications of interest to the Board and consents applied for/approved but unless requested by the Chair no detail will be provided.

   Following discussion, it was generally felt that the proposed changes to reporting on planning matters and simplifying the charging of services to the Board were desirable. It was noted that the Board do have quite a lot of development impacting upon the Board's interests but subject to seeing the figures, this should not preclude a change. A question was raised over what might trigger a future review of lump sum charges and how they might be reassessed. The Clerk advised that a review could b triggered by a request from the Board and that it should be possible to record tom spent over a sample period to see if time spent had significantly changed, e.g., for a 3-month period.

<u>RESOLVED</u>

1) That a lump sum fee arrangement be agreed in principle, and figures presented to the Board at their June 2023 meeting.

2) That no further detailed reports on individual planning matters be included in the Consulting Engineer's Report unless requested by the Chairman.

x) <u>Anglia Farmers</u>

The Clerk reported that following the last meeting of each Board/Commissioners the Anglia Farmers electricity contract was renewed in October 2021 for a shorter period of 6 months to

31st March 2022 and this was due to the volatile energy market at the time. As there remains an enormous amount of volatility and uncertainty surrounding energy prices and as competition is very limited, it was decided that the Commissioners and Boards should remain within the Anglia Farmers buying group at the moment as there is likely to be little scope for us to negotiate better deals. The Clerk will also report a new contract has been signed for a 12-month period to 31st March 2023 with EDF Energy through Anglian Farmers.

The Anglia Farmers Energy team does not have to commit to buying energy for years ahead at the current price levels and the flexible contract that they have to buy energy from 1st April 2022 allows them to risk manage the portfolio for their Members, which means they will be well positioned to take advantage of any energy market normalisation ahead. When market conditions have settled down/normalised the Board/Commissioners will be asked whether they wish to remain with Anglia Farmers. But this may not be for several years based upon current market assessments.

xi) Fens Biosphere

The Clerk reported that this project is on hold and will remain so unless and until Fenland District Council is prepared to engage with a redefined brief and vision for it.

xii) National Drainage Show & Floodex 2022

That the National Drainage Show & Floodex 2022 will be held at ExCel, London on the 23rd and 24th November 2022.

xiii) Water Resources East (WRE)

Further to minute B.1227 (x), the requested contribution from this Board for the 2021/2022 financial year is once again £125. Also, the contributions for 2022/23 had been confirmed at £125. Contributions from drainage boards within the East of England secure a direct stake in WRE and help to ensure their needs and opinions are taken into account.

A draft WRE plan went out for public consultation and responses to it were to be received by 28th February 2022. The latest news can be found by visiting www.wre.org.uk.

Members considered the value in continuing to contribute towards the works of WRE and the Clerk outlined what work was currently being initiated in relation to developing a water resources plan for agriculture. Members felt that it was important that ADA remained involved with a seat at the table.

RESOLVED

That the Board’s WRE contribution for 2021/22 and 2022/23 be paid.

B.1261 Consulting Engineers’ Report, including planning and consenting matters

The Board considered the Report of the Consulting Engineers, viz;

Sawtry I.D.B.

Consulting Engineers Report – May 2022

Pumping Stations

Other than the matters reported below only routine maintenance has been carried out since the last meeting and the pumping plant at each of the stations appears to be in a mechanically and electrically satisfactory condition. Xylem telemetry was installed at all 3 pumping stations during April 2022.

Castle Hill

The gearbox was removed, resealed and refitted in August 2021 to stop lower seal oil leaks.

Sawtry Roughs

A new control panel by Carlton Controls was commissioned in September 2021 and is working well.

Pumping Hours

Pumping Station/ Total Hours Run	Castlehill	Moat Farm	Sawtry Roughs
May 21 – May 22	25 (10520)	85 (8889)	15 (new panel)
Apr 20 – May 21	651 (10495)	675 (8804)	787 (8850)
Apr 19 – Apr 20	352	325	325
Apr 18–Apr 19	23	10	18
Apr 17–Apr 18	175	284	173
Mar 16-Apr 17	108	79	85
Mar 15-Mar 16	51	94	76
Apr 14-Mar 15	162	262	184
Apr 13-Apr 14	195	315	210
Mar 12-Apr 13	356	622	450

The Right to Connect

During the passage of the Environment Act through the House of Lords an amendment was sought which aimed to minimise the impact of new housing development on levels of local flood risk and the likelihood of storm discharges of untreated sewerage effluent into rivers and coastal waters. It aimed to ensure housing developers design systems according to a hierarchy of drainage options that seek to reduce to a minimum the volume of rainwater entering combined sewerage systems removing the current “right to connect” to public sewers.

As members of the Cambridgeshire and Peterborough Flood and Water Management (FloW) Partnership the Middle Level Commissioners and their associated Boards/Commissioners have been asked to consider taking the opportunity to write to government and voice concerns over the right to connect for new developments and how this is expected to increase risk in the future. The County Council in its role as the LLFA was going to prepare a letter requesting that the right to connect be stopped, or at the very least that a change be considered, but at this time nothing has yet been received for comment.

Members need to consider that there could be many currently unassessed beneficial or detrimental impacts on the Commissioners'/Boards' systems; the viability of developments, particularly the re-development of sites within older parts of town centres, as the more sustainable discharge points (ie where the system has capacity for extra rainwater discharge) for site drainage could be more costly requiring the provision of significant infrastructure, for example, new surface water sewers, pumping station, outfall structures etc.

In order to assist further discussion, the Board/Commissioners are asked to consider if they would support removal of the right to connect to public sewers or not.

Planning Applications

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

MLC Ref.	***Council Ref.***	***Applicant***	***Type of Development***	***Location***
638	Enquiry	Client of SLR Consulting	Solar Farm	Double Bank Lane, Woodwalton*
639	H/21/00897/HHFUL	Ms Emma Davis	Residence (Extension)	The Briars, Sawtry
640	H/21/00950/HHFUL	Mr M Gray	Residence (Extension)	St Judiths Lane Sawtry
641	H/21/01112/HHFUL	Ms L Louis	Residence (Extension)	Chapel End, Sawtry
642	H/21/01034/HHFUL	Mr J Douglas	Residence (Extension)	Rockingham Road, Sawtry
643	H/21/01335/PMBPA	J & D Close	Residence	Gidding Road, Sawtry
644	Flood enquiry & 21/00805/FUL	Sawtry Parish Council	Leisure (Club House and Changing Rooms)	Straight Drove, Sawtry
645	H/21/01523/HHFUL	Mr & Mrs Jobling	Residence (Extension)	Green End Road, Sawtry
646	H/21/01604/FUL	Elmore & Son	Agricultural (Store)	Conington Lane, Conington
647	H/21/01530/P3JPA	Whitfield Portfolio Ltd	Residential (Change of use of Offices 10 Studio apartments and 4 two storey apartments)	Coppingford Road, Sawtry
648	H/21/01809/FUL	Anesco Ltd	Solar Farm	Double Bank Lane, Sawtry*
649	H/21/01866/HHFUL	Ms A Dodd	Residence (Extension)	Fen Lane, Sawtry
650	H/21/01840/HHFUL	Mr A Kaloul	Residence (Annexe)	Crabapple Close, Sawtry
651	H/21/01920/HHFUL	Ms B Marsh	Residence (Extension)	Green End Road, Sawtry
652	H/21/01421/FUL	Mr I Manning & Ms J Johnston	Residence	Fishermans Close and High Street, Upwood
653	H/21/02046/CLPD	Mr & Mrs English	Residence (Extension)	The Maltings, Sawtry

654	H/21/01902/FUL	Cambridgeshire Constabulary	Learning and non-residential institutions (Training Facilities)	Monks Wood Road, Sawtry*
655	H/21/02062/FUL	Mr J Potter	Residence	Tinkers Lane, Sawtry
656	H/21/02687/HHFUL	Mr Wilkinson	Residence (Extension)	Deerpark Road, Sawtry
657	H/21/02661/HHFUL	Mr R Chiswick	Residence (Extension)	Hill Close, Sawtry
658	H/21/01196/OUT	Mr Endicott	Residential (3 plots)	Fen Lane, Sawtry*
659	H/21/02363/FUL	Mr & Mrs Brown	Leisure ("Glamping" site – 6 Pods)	Farm Red Drove, Sawtry
660	H/22/80056/COND	Mr P Evans	Residential (2 plots)	High Street, Upwood
661	H/21/02697/HHFUL	Mr & Mrs Reynolds	Residence (Attic conversion)	Church Causeway, Sawtry
662	H/22/00651/HHFUL	Mr T Payne	Residence (Extension)	Papyrus Way, Sawtry
663	H/22/80082/COND	Anesco Ltd	Solar Farm	Double Bank Lane, Sawtry*

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 'P3JPA' relate to Prior Approval – Offices to Dwellings
Planning applications ending 'CLPD' relate to the Certificate of Lawfulness proposed
Planning applications ending 'COND' relate to the discharge of relevant planning conditions

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

Some of the above are likely to discharge treated effluent water into the Board's system via Sawtry, Wood Walton or Upwood Water Recycling Centres (WRC).

The following applicants have chosen to use the Infiltration Device Self-Certification or Checking Service and, in doing so, agreed that if the device was to fail in the future the land owner would be liable for any remedial works to rectify the situation.

(a) Mr Chance – Extension at Bedford Way, Sawtry (MLC Ref No 636)
(b) Mr & Mrs P Ward – Garage at Fen Lane, Sawtry (MLC Ref No 637)

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

- *Erection of a single dwelling between 8 and 18 Chapel End, Sawtry – Mrs J Solomon* (MLC Ref Nos 344, 366, 428 & 429), *Mr J McLelland* (MLC Ref Nos 558 & 569) & *Claybrook Properties Ltd* (MLC Ref No 607)

- *Developments at Sawtry Community College, Fen Lane, Sawtry - The Governors of Sawtry Community College* (MLC Ref Nos 384, 481 & 581)

- *Construction of sewage treatment works at land off Raveley Road, Woodwalton - Anglian Water Services Ltd* (MLC Ref No 447)

- *Residential development on land between St Andrews Way & Chapel End, Sawtry - Davidsons Developments Ltd* (MLC Ref No 456) *& Lodge Park Ltd* (MLC Ref Nos 525 & 532)

- *Single storey extension to rear at 8 Tinkers Lane, Sawtry, Mr K Edwards* (MLC Ref No 473)

- *Development at Sawtry Infants & Junior School, Middlefield Road, Sawtry – Kier Construction* (MLC Ref Nos 501, 539, 559 & 571) *and Cambridgeshire County Council* (MLC Ref Nos 512 & 566)

- *Outline planning application for the erection of up to 295 residential dwellings, access and associated works, all other matters reserved at land south west of Mill Cottage, Gidding Road, Sawtry – Waterman Infrastructure & Environment* (MLC Ref No 520); *Kier Group* (MLC Ref No 524), *Bovis Homes Limited* (MLC Ref Nos 587, 588 & 589) & *Vistry East Midlands* (MLC Ref No 626)

Further to the entry in the "Planning Updates & Consultations" document entitled "Long-term Ownership, Funding and Maintenance of Sustainable Drainage Systems (SuDS)" it is presumed that the Board will require its interests to be protected by ensuring the provision of adequate arrangements for the long-term ownership funding, management and maintenance arrangements for the upkeep of any water level and flood risk management system, whether on or off site, in perpetuity.

In order to assist further discussion when dealing with development related matters, the Board is asked to consider the proposal, advise on any requirements it may have and provide instruction on how it would wish us to proceed.

Sawtry (General area rather than parish/town boundaries)

Residential development off Gidding Road, Sawtry – Bowers Amalgamated Services Ltd (MLC Ref Nos 164), *Abbey New Homes* (MLC Ref No 169) and *Star Homes Builders Ltd* (MLC Ref Nos 206, 276 & 294)

Some members may recall that there was some concern about this re-development of the former Bowers Amalgamated Services Ltd site and the potential adverse impacts on flooding at The Green. Because of this it was originally proposed for the surface water to be discharged into Sawtry Brook via a reinstated connection across the then arable field to the south west of the Deer Park Estate, now the Linden Homes/Vistry site – Bowland Close.

The site was granted various planning permissions by the District Council but it is believed that the main permission was approved in March 2004. Work on plot 2 commenced in March 2007 but the developer became insolvent shortly afterwards and work was not completed.

Further to the Board's 2009 Meeting Report, an enquiry was received from Rose Homes (EA) Limited concerning the further development of this site.

The permission pre-dates the introduction of the Flood and Water Management Act 2010 and it is understood that technically work commenced on site and, therefore, it is believed the imposed planning conditions are relevant to the site.

However, in view of the subsequent development that has occurred along Gidding Road with flooding continuing to occur in and around the village it was considered that the water level and flood risk management element of the proposal needed to be reviewed and, if necessary, re-designed to meet current standards.

It was considered appropriate to seek the views of other relevant parties before providing a response to the potential developer. Both the Chairman of the Board and the Lead Local Flood Authority were of the opinion that in view of subsequent changes to legislation and the increased flood risk due to climate change the proposal should be re-visited to incorporate the most recent available information on flooding. A response from the District Council has not yet been received.

Various submission documents were received from the developer's consultant, MTC Engineering (Cambridge) Ltd [MTC], but the associated payments have not yet been received.

Re-development of the former Toll Bar Services on land between Toll Bar Way and Great North Road, Sawtry – Cardinal Property Services Ltd (MLC Ref Nos 273, 295, 469, 484, 490)*, Travelodge Hotels* (MLC Ref No 404) *& Moto Hospitality Ltd* (MLC Ref Nos 469, 592 & 600)

Further to the last Board Meeting Report, planning permission was granted by the District Council for HDC Ref 19/01445/FUL (MLC Ref No 600) subject to the imposition of planning conditions, including those relating to both surface and foul water disposal.

Residential development at and to the south of Marshalls Bros Garage, Gidding Road, Sawtry – Client of Royal Haskoning (MLC Ref No 307)*; Fox Land & Property* (MLC Ref Nos 325, 339 & 343) *Persimmon Homes (EM)* (MLC Ref No 405)*; Persimmon Homes & Bellway Homes East Midlands* (MLC Ref No 409) *and Charles Church (East Midlands)* (MLC Ref No 439)

There is nothing further to report on this matter at this time.

Solar Farm developments on land adjacent to Double Bank Lane, Sawtry - Client of SAT Ltd (MLC Ref No 435) *& Solar WW Ltd* (MLC Ref Nos 443 & 460) + *Client of SLR Consulting* (MLC Ref No 638) & *Anesco Ltd* (MLC Ref Nos 648 & 663)

Further to previous meeting reports, details have been received for the construction of a 20MW Solar Farm with transformers, a substation, security fence and gate and other associated infrastructure, including vehicular access on land to the north west of Red House Farm.

It is proposed that there will be a discharge of 6.4 l/s for a 1% Annual Exceedance Probability (AEP) event, a 1-in-100-year event, from an area of hardstanding of 0.04ha, housing the sub-station.

Members will be aware of the problems with flooding having been experienced in the area and the influence that the Board's highland brooks have on the Commissioners' Catchwater Drain and are reminded that no increase in rates or volumes of flow will be recommended for consent as this is likely to have detrimental consequences on both the Board's and Commissioners' systems.

In an effort to reduce any increased rates of run-off created by the proposal it is suggested that a small bund, with a suitable overspill, is formed to contain the flows on site as best as possible.

The Agent has also advised that the proposal involves fencing within the Board's 9.0m wide maintenance access strip which form the eastern and western boundaries of the site. The consent applications are currently awaited.

In order to assist further discussion and the issuing of consents, the Board is asked to provide instruction on how it would wish us to proceed in respect of the above development.

Development at Burghmont Farm, Glatton Road, Sawtry – Mrs N Eastwood (MLC Ref No 454) *and Mr Eastwood* (MLC Ref No 632)

Discussions with the applicant commenced as part of a post-application consultation during June 2021. The plans provided show the private access discharging into an adjacent roadside watercourse via an on-site attenuation pond which should reduce any adverse impacts on the local water level management system but further details are still awaited.

Proposed residential development to the north west of Copins Close, Shawley Road, Round Hills Way, Fairfield Close and Salters Way and south west of Glatton Road, Sawtry – Client of Waterman Infrastructure & Environment (MLC Ref No 548) *& Larkfleet Homes* (MLC Ref Nos 553, 564 & 623)

Further to the Board's last Meeting Report, planning permission was granted by the District Council for HDC Ref 20/01407/OUT (MLC Ref No 523) subject to the imposition of planning conditions, including those relating to both surface and foul water disposal. It is pleasing to note that a condition relating to long term maintenance arrangements for the surface water drainage system (including all SuDS features) was also included.

However, the Decision Notice did not include a suitable informative or Drainage Note advising the applicant of its duties under both the relevant Byelaws and the Land Drainage Act. It is therefore hoped that discussions with the applicant's engineering consultant will continue as the development progresses.

Erection of industrial buildings on land north of St Andrews Nurseries & east of the Old Great North Road, Sawtry - Spirotech Group Limited (MLC Ref Nos 565, 622 & 635)

Further to the Board's last Meeting Report, the Phase 1 building has been erected and the attenuation pond, which will discharge into the Commissioners' Catchwater Drain and not into the Board's system, has been dug.

An application for discharge consent has been received and includes the temporary discharge of treated foul effluent water into the Catchwater Drain. Concerns have been raised about this and these issues are being discussed with the relevant parties.

It is currently proposed that, in the longer term, the foul water system serving the site will be connected to the public sewer system and discharge into the Board's Sewer Drain via Sawtry WRC.

Wood Walton/Monks Wood (General area rather than parish/town boundaries)

Developments at Cambs Constabulary Police Training Centre, Monks Wood Road, Sawtry – Cambridge & Peterborough Fire Authority (MLC Ref No 578) and *Cambridgeshire Constabulary* (MLC Ref No 654)

A post-application consultation request has been received from Ingleton Wood Architects, the agents acting on behalf of Cambridgeshire Constabulary. The proposal is to provide additional training facilities through a combination of refurbishment of existing buildings and new build accommodation. The surface water disposal for the whole development is to be redesigned and will discharge to the existing watercourse at greenfield rates, using on-site storage. The calculations provided by the agent are currently being checked to ensure that the discharge for a 1% Annual Exceedance Probability (AEP) event, a 1-in-100-year event, plus an allowance for climate change can be stored on site.

Extract of Ingleton Wood drawing MONKS-IWD-XX-XX-DR-A-2500

The Raveleys (General area rather than parish/town boundaries)

Residential Development on land at The Paddock, Raveley Road, Great Raveley – Mr K Robinson (MLC Ref No 422) *& Optimum Land & Property Ltd* (MLC Ref Nos 474, 556 & 612)

The District Council's Simple Search webpage continues to advise that the planning appeal is "In Progress".

Upwood (General area rather than parish/town boundaries)

Development at 65 High Street, Upwood – Mr & Mrs P Day (MLC Ref Nos 494), *Mr & Mrs Evans* (MLC Ref No 545) and *Mr P Evans* (MLC Ref Nos 594 & 660)

A discharge of planning conditions application, including conditions C6 (management of surface water disposal) and C12 (access with drainage) has been submitted to the District Council and is currently in progress.

Longer serving members will recall the problems associated with the existing pond that date back to the early 1990s. Whilst this site is outside of the Board's rateable area and, therefore, really a matter for the LLFA, the pond outfalls into an adopted public surface water sewer, the discharge from which enters the Board's system via a watercourse to the south of Helens Close.

Conington (General area rather than parish/town boundaries)

Erection of an Agricultural Building on field west of Water Tower, Conington Lane, Conington – Elmore & Son (MLC Ref No 646)

A planning application has been submitted to and is currently being considered by the District Council in respect of a new agricultural building to the west of the Commissioners' Catchwater Drain.

The Planning, Design and Access Statement Version A dated 25th June 2021, prepared by Fisher German LLP property consultants and chartered surveyors, which forms part of the submission documents, advises that the building covers 0.09ha. but a plan of the proposal infers that the total impermeable area created could be approximately 0.40ha.

Item 5.7 advises that:

> "To the east of the site there is a drainage channel controlled by the Middle Level Commissioners, as such their standing advice has also been considered. The required maintenance strip has been considered in the siting of the development and the necessary clearance can be demonstrated. The surface water drainage will be directed to an existing drainage channel running alongside the nearby hedgerow, which feeds into an attenuation pond to the south west of the site. This is within the applicant's ownership and therefore they will be responsible for its ongoing maintenance."

However, no details concerning the specific location, design or capacities have been provided, therefore, it is not possible to assess any adverse impacts on either the Board's or the Commissioners' systems.

Planning Updates & Consultations

To reduce the size of this consultant's report and to increase public transparency the section of this report which provides information on the various strategic consultations and issues that may affect the Middle Level Commissioners and administered/associated Internal Drainage Board has been relocated to our website and can be found on www.middlelevel.gov.uk towards the bottom of the page under "Strategic Planning Consultation Responses".

Consulting Engineer

25 May 2022

Sawtry (342)\Reports\May 22

The Clerk reported that telemetry installation at the Board's pumping stations was well advanced and should be complete and available to be accessed by the District Officer and Chairman by the end of the summer. He also advised that, with the Chairman's agreement, an additional connection had been added to the Sawtry Roughs station which would receive and report upon levels in the Catchwater Drain.

Also, on the Sawtry Roughs pumping station, it was noted that the chain adjacent to the weedscreen had disappeared (it was stolen within two weeks of being installed). It was therefore considered necessary and appropriate for a removeable/lockable bar be installed.

The new Catchwater drain monitoring arrangements were discussed and it was noted that this arrangement rendered the Abbey Farm equipment obsolete. As kids play on this it is considered to be a health and safety risk.

Members discussed planning matters and considered that the advice of the Planning Officer should be followed in consultation with the Chairman.

It was proposed and agreed that a development matters/works sub-committee should be set up which would meet on an ad-hoc basis. This committee would have powers to respond to development issues on the Board's behalf but would have no budgetary control. The meeting of this committee to be called at the Chairman or Vice Chairman's discretion.

RESOLVED

i) That the MLC be instructed to liaise with the District Officer and install a bar to replace the missing chain. This bar to have a padlock with a MLC key.

ii) That the old equipment at Abbey Farm be removed from site for safety reasons.

iii) That a development matters/works sub-committee be formed and that initially the membership of this committee be comprised of:

- The Chairman
- The Vice Chairman
- A Parish Council Representative
- A District Council Representative

B.1262 Capital Improvement Programme

Members reviewed the Board's future capital improvement programme, viz;

Sawtry Internal Drainage Board

Capital Improvement Programme (2022/2023)

		PREVIOUS YEARS	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	FUTURE YEARS	ALL YEARS
		Pre Yr 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Post Year 10	Total Expenditure
Castle Hill p/s	Pumping station replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Pumping station pumping and control equipment replacement	1.9	4.5	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	54.5
	Pumping station automatic weedscreen cleaning equipmet	0	0	0.0	0.0	80.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	80.0
	Pumping station Control building refurbishment/replacement	0	0	0.0	0.0	10.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0
	Pumping station compound/surrounds improvements	1.9	0	0.0	0.0	10.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0
Moat Farm p/s	Pumping station replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	250.0	250.0
	Pumping station pumping and control equipment replacement	0	4.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.5
	Pumping station automatic weedscreen cleaning equipmet	0	0	0.0	0.0	80.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	80.0
	Pumping station Control building refurbishment/replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Pumping station compound/surrounds improvements	0.0	0	0.0	15.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	15.0
Sawtry Roughs p/s	Pumping station replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Pumping station pumping and control equipment replacement	6.4	4.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0	0.0	24.5
	Pumping station automatic weedscreen cleaning equipmet	0	0	0.0	0.0	80.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	80.0
	Pumping station Control building refurbishment/replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	15.0	15.0
	Pumping station compound/surrounds improvements	0.0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	15.0	0.0	15.0
Drainage Channels	System watercourses	9.6	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
														0.0
		19.8	**13.5**	**0**	**15**	**310**	**0**	**0**	**0**	**0**	**0**	**35**	**265**	**639**

No updated asset appraisal
Board to review future programme

Sawtry roughs control panel being replaced 2021/22	6,400
Castle Hill gearbox re-sealed 2021/22	1,900
2 x culverts replaced 2020/21	9,300
culvert at point 70 to be repalced 2021/22	9,600
Telemetry installation 2022/23 (3 stations at £4,500)	13,500
No submission of 2020 PAFS	

RESOLVED

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

B.1263 Review Allocation of District Officer's Fees and Expenses

Further to minute B.1080, to consider the allocation of the District Officers fees and expenses.

Current Allocation

Area 1	15%
Area 2	60%
Area 3	15%
Area 4	10%

RESOLVED

That it was agreed that there should be no change to the current split of allocation but that going forward it would be helpful to have actual figures as well as percentages.

B.1264 District Officer's Report

The Board considered the Report of the District Officer, viz;

SAWTRY INTERNAL DRAINAGE BOARD

DISTRICT OFFICERS REPORT 2021/2022`

GRAVITY RATING AREA 1) (RATING AREA 1)

DRAINS (Numbered 7 to 108)

These drains to be flailed during year

DRAINS (Numbered 108 to 109)

Only one Badger set now appears to be active,

DRAIN (Numbered 60 to 64)

This drain to be flailed during year

DRAIN (Numbered 81 to 82)

Drain to be flailed during year

DRAIN Numbered (60 to 61)

Drain to be flailed during year

SAWTRY BROOK (Numbered 95 to 91

Drain of to be flailed during year

TORT HILL TRIBUTARY (Numbered 93 to 99)

Drain to be flailed during year

DRAIN (Numbered 70 to 71) Outlet from Sewage Farm

Drain to be flailed during year

DRAIN (Numbered 40 to 41)

Drain to be flailed during year

Drains (Numbered 64 to65, 64 to 66, 50 to 61, 42 to 49 and 43 to 47,

Drains to be flailed during year

GRAVITY AREA 2 (RATING AREA 2)

DRAIN (Numbered 82 to 86)

No works have been carried out to this length of drain other to periodically remove debris which has been deposited in drain at various times as well as dead limbs which have fallen from over hanging trees and tree falling across drain.

Drain to be flailed this year

DRAIN (Numbered 82 to 85)

This drain passes through land owned by Sawtry Internal Board and leased to Sawtry Parish Council.

Drain to be flailed this year

DRAIN (Numbered 86 to 87)

The only works to this length of drain has been periodic cleaning out of grills in St Judiths Field.

PUMPED AREA 3 (Rating Area3)

DRAIN (Numbered 120 to 131

This length of drain to be flailed later in the year

CASTLE HILL PUMPING STATION (Numbered 120)

The pump house has been inspected and requires external redecoration

DRAIN (Numbered 120 to 130) to be flailed during year

DRAIN (Numbered 130 to131) to be flailed during year

DRAIN (Numbered 102 to 103) to be flailed during year

DRAIN (Numbered 149 to 140) to be flailed during year

SAWTRY ROUGHS PUMPING STATION (NUMBERED 140)

The pump house has been inspected and appears to be in good condition

Pump house requires external redecoration

DRAIN (Numbered 140 to 141)

This length of drain will be flailed this year

PUMPED AREA 4 (RATING AREA 4)

Drain (Numbered 102 to 103)

This length of drain to be flailed later this year

- DRAIN (Numbered 103 to 107)

This length of drain will be flailed later this year

DRAIN (Numbered 101 to 105)

This length of drain to be flailed later this year

MANOR FARM PUMPING STATION (Numbered 100)

Pump House would appear to be in good condition

Pump house requires external redecoration

PROPOSED WORKS 2020/2021

GRAVITY AREA 1 (Rating Area 1)

Drain (Numbered 40 to 41)

Flail banks to total length

Drains (Numbered 7 to 2)

Flail banks to total length of drains

Drains (Numbered 108 to 109)`

Flail banks to total length of drains

Drains (Numbered 61 to 64)

Flail total length of drain

Drains (Numbered 80 to 81)

Flail banks to total length of drains

Drains (Numbered 60 to 61)

Flail banks to total length of drains

Drains (Numbered 91 to 97)

Flail banks to total length of drains

Drains (Numbered 93 to 99) Tort Hill Tributary

Flail banks to total length of drains

Drains (Numbered 70 to 71)

1. Flail total length of drain

AREA 2 (RATING AREA 2)

Drains numbered 82-86 flail banks to total length of drains

Drains Numbered 82 to 85

Flail banks to total length of drain

PUMPED AREA 3 (RATING AREA 3)

Drains (Numbered 149 to 140)

Flail banks to total length of drains

Drains (Numbered 140 to 141

Flail drains to total length of drains

Drain (Numbered to `120 to 131

Flail this length of drain

Drains Numbered130 to132

Flail this length of drain

PUMPED AREA 4 (RATING AREA 4)

Drains (Numbered 101 to 103)

Flail banks to total length of drains

Drains (Numbered 103 to 107)

Flail banks to total length of drains

Drains (Numbered 101 to 105

Flail banks to total length of drains

PROPOSED BUDGET FOR 2021/2022

GRAVITY AREA 1 £ 1000 plus VAT

GRAVITY AREA 2 £3350 plus VAT

PUMPED AREA 3 £9500 plus VAT

PUMPED AREA 4 £5000 plus VAT

GENERAL

I am extremely grateful for the assistance and support that is received from the Chairman and members of staff at the MLC.

R A Laxton

District Officer

The District Officer advised that he expected all planned maintenance works to be completed as planned.

A question was raised over forward plans for periodic dredging and culvert replacements when they are deemed at or close to end-of-life, noting that a culvert in very poor condition had been carried away by flood waters a few years ago. It was suggested that a programme of dredging and asset refurbishment and replacement be developed.

It was considered that the section of drain from Point 97 downstream required de-silting.

RESOLVED

That the Chairman would look at what drains needed dredging sometime after September and would arrange for the new sub-committee to be involved.

B.1265 Conservation Officer's Newsletter and BAP Report

The Clerk referred to the Conservation Officer's Newsletter previously circulated to Members, viz;

Sawtry IDB

Biodiversity Action Plan Report 2021-22

Environment Act (2021) and note on 2021-22 BAP report

The new Environment Act recognises the key roles IDBs play in nature conservation (Photo: PB)

The Environment Act (2021) passed into UK law in November 2021 with the aim of protecting and enhancing our environment for future generations. The Act includes bold aims to 'halt the decline in species by 2030', improve air quality, natural habitats and how look at how resources may be better used. For Internal Drainage Boards ADA describes the Act as bringing 'impacts and opportunities' which recognise the important role IDBs have to play in some of these targets. Areas of particular interest to IDBs are:

- Biodiversity Assessment and Reporting
- Species Conservation Strategies and Protected Sites Strategies
- An Office for Environmental Protection (OEP) to uphold environmental law

Following the note in the 2020-21 report, work is underway to update IDB Biodiversity Action Plans in line with the newly available ADA guidelines. As part of this process voluntary submissions for an IDB 'Biometrics survey' were issued by ADA in autumn 2021 and were submitted on behalf of the Board by the Conservation Officer. This survey aims to gather data relevant to key targets of the Biodiversity Action Plan with a view to putting IDBs 'on the front foot' with regards future Biodiversity reporting and assessment, like that laid out in the Environment Act above.

The Conservation Officer is happy to field any questions on the subject and will continue to work with Boards on existing and future plans.

For ease of use the BAP table has been omitted from this report but is available upon request.

Sawtry IDB Report Summary

Invasive Species

None noted. Azolla has been very persistent across the Levels in 2022. Care should be taken when moving machinery between drains/catchments per biosecurity policies. Report large outbreaks to CO; the photo below (©CABI) shows a close-up view of the plant which can quickly blanket watercourses and varies in colour from pale green to mauve/red.

Water Voles

As always, Boards are reminded to contact the Conservation Officer *before* any bank reprofiling or other works that may impact water voles take place. <u>If unsure, please contact the Conservation Officer regardless.</u>

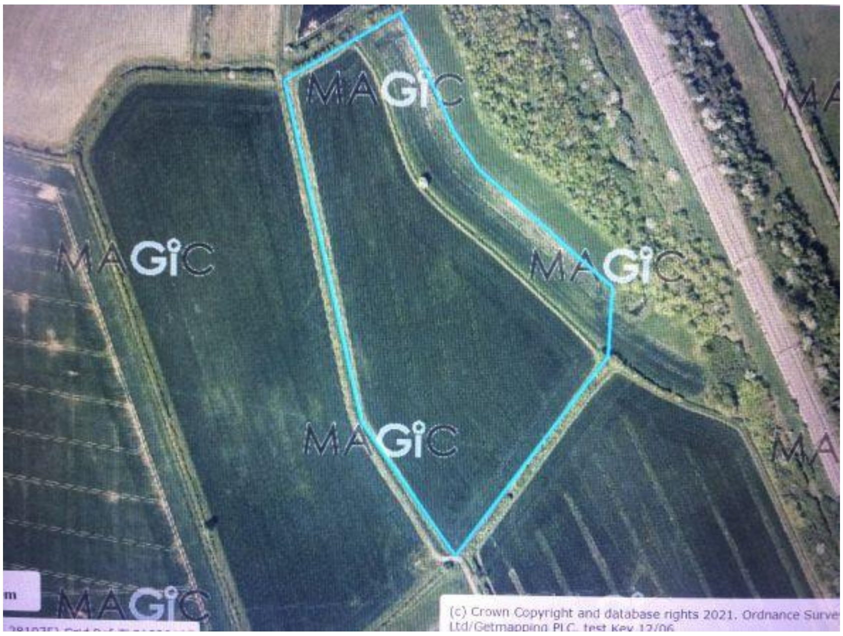
Badgers

The CO is aware of badger activity in parts of the district – see comment in 2020-21 report. A full survey is suggested to determine best approach.

Other species/issues

Bank raising works along Woodwalton South Drain were postponed in spring 2021 due to uncertainty over conditions of the dredged material. A water vole survey in 2021 revealed presence along the northern South bank albeit at a low density. Surveys for protected species should be redone if/when work is rescheduled.

The CO has been contacted regarding a wet woodland creation project on land adjacent the Board drain at node 46-45 (see map image below). A revised potential plan has since been received and will be sent to the Board for discussion.



Training

No training opportunities possible in 2021 due to Covid-19 guidelines. New sessions are planned in 2022 covering two important areas of our work; it is hoped that IDBs will be able to use the opportunities to refresh their knowledge on the subjects and/or enhance the skills of contractors/staff who may not have received such training before.

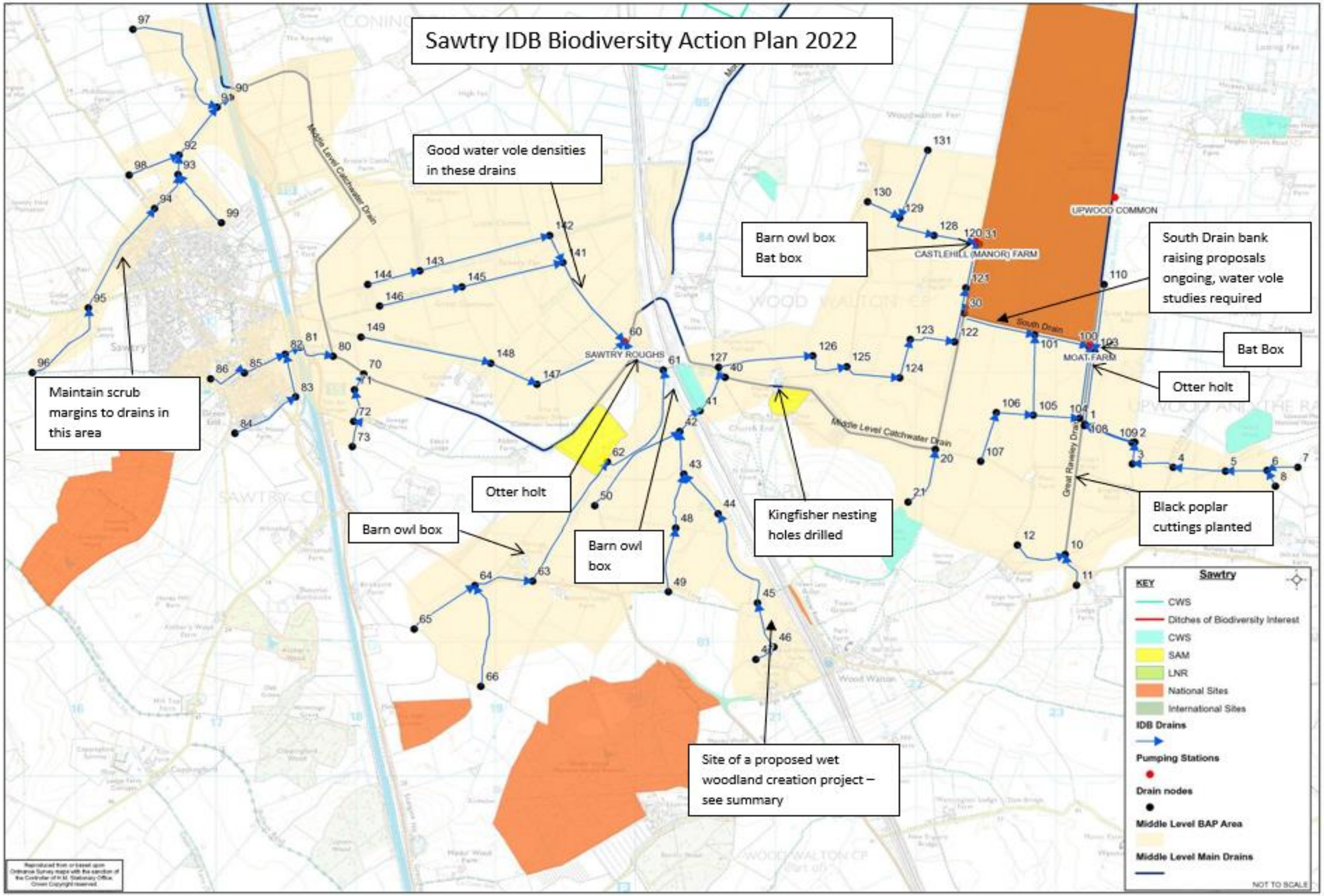
~~Tuesday 22nd March 2022: Non-native species workshop. Venue: Oliver Cromwell Hotel, March. 10-1pm.~~

The culmination of our Floating Pennywort awareness project, this training morning will provide an up-to-date summary of invasive species, both flora and fauna, to look out for in the Middle Level. Guest speakers: Cliff Carson and Mike Foley. *This event has passed but the CO is happy to discuss or share presentations from it with Boards upon request.*

Date TBC: Water voles - ecology, legislation and mitigation: a guide for IDBs. Venue: Middle Level Offices, March (followed by visit to local drain) <u>NOW MOVED TO 2023.</u>

Peter Beckenham, Conservation Officer for Middle Level Commissioners

IDB Map 2021-22



Members considered and approved the most recent BAP report.

B.1266 District Officer's Fee and Pumping Station duties

a) The Board gave consideration to the District Officer's fee for 2022/2023.

b) The Board gave consideration to the payment in respect of pumping station duties for 2022/2023.

RESOLVED

i) That the Board agree that the sum of £3,651.35 be allowed for the services of the District Officer for 2022/2023.

ii) That the Board agree that the sum of £1,004.25 be allowed for the provision of pumping station duties for 2022/2023.

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

B.1267 State-aided Schemes

Consideration was given to the desirability of undertaking further State-aided Schemes in the District and whether any future proposals should be included in the capital forecasts provided to the Environment Agency.

RESOLVED

That no proposals be formulated at the present time, but this would remain under review.

B.1268 Environment Agency – Precepts

The Clerk reported that at the Environment Agency Flood Defence Committee meeting the Committee voted to adopt an indicative 2% increase in the precepts on Internal Drainage Boards for the next 6 years commencing from 2022/23, with the ability to revisit annually should exceptional circumstances indicate this is required. The Committee voted for a 0% increase (for exceptional circumstances) above the indicative 2% increase for the year ending 31st March 2023 - total of a 2% increase on the level of precept on Internal Drainage Boards for the year ending 31st March 2023.

The precept for 2021/2022 was £6,486.00.

B.1269 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

The Clerk will report that following his submission of claims for contributions the gross sum of £538.55 (£5,776.34 less £5,237.79 received on account) (inclusive of supervision) has been received from the Environment Agency for the financial year 2020/2021 based on the Board's actual expenditure on maintenance work for that financial year and the sum of £10,302.54 in respect of 80% of the Board's estimated expenditure for the financial year 2021/2022.

B.1270 Association of Drainage Authorities Subscriptions

The Clerk will report that ADA has increased subscriptions by 1% for 2022, from £642 to £648.

RESOLVED

That the requested ADA subscription for 2022 be paid.

B.1271 Health and Safety

Further to minute B.1238, the Chairman reported that all recommended actions had now been taken, viz;

Site Safety Inspection Record

Sawtry IDB SSI 091121

Complete

Site Safety Inspection

Name of organisation:	Sawtry IDB
Date of site visit	9 Nov 2021 12:00 GMT
Address of inspected premises	Sawtry Roughs Pumping Station Castle Hill Pumping Station Manor Farm Pumping Station
Name of Advisor	Simon Cross
Time of arrival at site:	9 Nov 2021 11:45 GMT
Audit Name	Sawtry IDB SSI 091121

Audit

Inspection Record

An opening meeting was held with

Stephen Custance

Have there been any accidents since our last visit?	No
Have there been any new starters since our last visit?	No

1

Sawtry Roughs Pumping Station. The following observations and recommendations were made:
* Edge protection. It was noted that the intermediate level chain from the edge protection above the weedscreen was still missing, as reported on the previous visit. It is again recommended that the chain is replaced and secured or a more permanent solution such as metal rail installed, if practical.
* Access steps. It was noted that the vegetation and weed spoil heap were encroaching onto the access steps; this could increase the risk of a slip, trip or fall. It is recommended that the vegetation growth is managed and where and when necessary, cut back appropriately. See photo below

Photo 1

2

Castle Hill Pumping Station. It was noted and reported that a temporary access ramp has been installed to enable access for a tractor to operate the pump with a PTO shaft in the event of a power failure. This has covered the existing access steps, although the handrail is still visible. It is recommended that the access at the bottom of the ramp, leading to the weed screen area, is improved as the current surface material is loose, in the interim persons attending the site should take additional care. See photo below.

Photo 2

3

Manor Farm Pumping Station. The following observations and recommendations were made:
* Edge Protection. Although an edge protection barrier, with intermediate level chain, is provided directly above the weed screen to protect the operator when manually clearing the screen, due to the increased height of the screen compared to the other pumping stations, there remains a risk of a fall from height into water next to the screen. It was reported that it has been proposed to extend the lower level wooden platform and edge protection to connect with the screen, this should reduce the risk of a fall into water and is therefore recommended.
In addition, it was observed that the end of the wooden platform has no edge protection to recent a fall into the water; as no access is reportedly required, it is recommended that suitable edge protection is provided. See separate photographic risk assessment in this report for more detail.
* Access steps. It was noted that the vegetation was encroaching onto the access steps and operating area; this could increase the risk of a slip, trip or fall. It is recommended that the vegetation growth is managed and where and when necessary, cut back appropriately.

Photographic Risk Assessment

Photographic Risk Assessment

Photographic Risk Assessment 1

Location/Task/Activity

Manor Farm Pumping Station. Inadequate edge protection at high level adjacent to weed screen and at end of lower wooden platform.

Nature of hazard

Fall from height into water resulting in injury or drowning.

Recommended remedial action

Provide suitable edge protection adjacent to weed screen and end of wooden platform to reduce risk of fall into water.

Applicable legislation	Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations 1999 Work at Height Regulations 2005 Workplace (Health, Safety and Welfare) Regulations 1992
Level of Risk	Medium

9 Nov 2021 13:13 GMT

Photo 3

Photo 4

Photo 5

Signature of person informed

Signature of person informed 1

Signature of person informed

On behalf of client by advisor
9 Nov 2021 15:49 GMT

Advisor's signature

Simon Cross
9 Nov 2021 15:49 GMT

Departure time	9 Nov 2021 14:30 GMT

Photographic Risk Assessments closed out during the visit.

No PRAs.

Number of outstanding Photographic Risk Assessments	**0** From 0 to 99

Appendix

Photo 1

Photo 2

Photo 3

Photo 4

Photo 5

Sawtry IDB

SUMMARY OF PHOTOGRAPHIC RISK ASSESSMENTS

Site Safety Inspection 11th November 2021

Ref.	Location	Risk Level	Brief Description	Action
1	Manor Farm Pumping Station	M	Inadequate edge protection at high level adjacent to weed screen and at end of lower wooden platform. Fall from height into water resulting in injury or drowning. Provide suitable edge protection adjacent to weed screen and end of wooden platform to reduce risk of fall into water.	

The Clerk reported that Cope Health and Safety Management's contract had been renewed and that going forward there would be a slight reduction in fees, as the initial hurdle of getting IDB's up to an acceptable standard in terms of safety matters had been achieved, and that it was now a question of an Annual Audit to ensure this remained the position.

B.1272 Completion of the Annual Accounts and Annual Return of the Board - 2020/2021

a) The Board considered and approved the comments of the Auditors on the Annual Return for the year ended on the 31st March 2021, viz;

Sawtry Internal Drainage Board

Notice of conclusion of the audit

Annual Governance & Accountability Return for the year ended 31st March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014
Accounts and Audit Regulations 2015 (SI 2015 /234)

1 The Audit of accounts for the Sawtry Internal Drainage Board for the year ended 31st March 2021 has been completed and the accounts have been published.

2 The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Sawtry Internal Drainage Board on application to:

The Clerk
Sawtry Internal Drainage Board
85 Whittlesey Road
March
Cambridgeshire
PE15 0AH

between the hours of 9.00am and 4.00pm on Mondays to Fridays (excluding public holidays), when any local elector may make copies of the Annual Return.

3 Copies will be provided to any local elector on payment of £2.40 for each copy of the Annual Return

Announcement made by: D C Thomas - Clerk to the Board

Date of Announcement: 8th September 2021

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

SAWTRY INTERNAL DRAINAGE BOARD

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed Yes	Agreed No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.

	Yes	No	N/A	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.				has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

16/06/2021

and recorded as minute reference:

B.1247

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman S. J. Bunsten

Clerk Lorna Mhane

WWW.MIDDLELEVEL.GOV.UK

Section 2 – Accounting Statements 2020/21 for

SAWTRY INTERNAL DRAINAGE BOARD

	Year ending 31 March 2020 £	Year ending 31 March 2021 £	Notes and guidance *Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.*
1. Balances brought forward	490,339	491,534	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	37,344	42,315	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	9,834	8,220	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	0	0	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	45,983	58,323	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	491,534	483,746	*Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).*

8. Total value of cash and short term investments	512,081	492,876	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.*
9. Total fixed assets plus long term investments and assets	1,264,000	1,264,000	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

	Yes	No	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)			*The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.* *N.B. The figures in the accounting statements above do not include any Trust transactions.*

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date 10th May 2021

I confirm that these Accounting Statements were approved by this authority on this date:

16/06/2021

as recorded in minute reference:

B.1249

Signed by Chairman of the meeting where the Accounting Statements were approved

S.J. Eustace

F:\Admin\Sawtry\mins\29.6.22

Section 3 – External Auditor Report and Certificate 2020/21

In respect of SAWTRY INTERNAL DRAINAGE BOARD – DB0093

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

NONE

3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature PKF Littlejohn LLP | Date 07/09/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

b) The Board considered and approved the Audit Report of the Internal Auditor for the year ended on the 31st March 2021, viz;

Whitings Chartered Accountants LLP
The Old School House, Dartford Road
March, Cambridgeshire, PE15 8AE
t: 01354 652304
e: march@whitingsllp.co.uk
w: whitingsllp.co.uk

MNH/BB/MM053
08 October 2021

Messrs. D Thomas and R Hill
Middle Level Offices
85 Whittlesey Road
March
Cambs.
PE15 0AH

Dear Messrs. D Thomas, R. Hill, and S Ablett,

MLC administered Internal Drainage Boards - Internal Audit 2020-2021

Having completed the internal audit work for the various Internal Drainage Boards administered by the Middle Level Commissioners officers for the year ended 31 March 2021, we are pleased to provide you with the following recommendations to be considered for implementation. We have included some general points and some points which are related to specific boards.

General points

1. **Annual Return – Guidance notes**
   We note that there has been a subtle change within the guidance notes on completing Part 3 of the Annual Governance and Accountability Return (AGAR) 2020/21 from what was shown in 2019/20. Previously the guidance stated that "the authority **should** receive and note the annual internal audit report **if possible** before approving the annual governance statement and the accounts" this has been replaced by "the authority **should** receive and note the annual internal audit report before approving the annual governance statement and the accounts". As such whilst we are satisfied that all of the administered boards have previously and remain compliant in this matter, due to this not being something that the boards **must** comply with, we would strongly urge a review of the wording within any future AGAR's to ensure that, should this requirement come into force, you are able to adjust your plan of works in plenty of time. We would also request that should this take affect you contact us at your earliest convenience, so that we may tailor our own work programmes accordingly.

2. Asset Valuations and Insurances

We note that there are a number of boards which have had revaluations within the year on their pumping station assets and that these are now valued in excess of what has been included within the insurance valuations and the accounts/annual return. We appreciate that the accounts/annual return value must remain at cost/deemed cost however we would suggest that as soon as the results of these valuations come to light you seek to change the insurance valuation accordingly, we understand that in many cases these amendments are carried out at the point of annual renewal.

In some individual cases it is noted that residential properties have been revalued during the audited year, but the underlying insurance values have not been increased. We recommend that, as with pumping station assets, the insurance valuation is increased to reflect the current market value and thereby ensure that such assets are adequately insured.

Finally, it is noted that, whilst a large proportion of boards have taken the option to revalue for insurance purposes their pumping station and residential assets during the year, there are some boards that have not followed suit. We have seen elsewhere that such revaluations have sometimes resulted in significant uplifts in value, and as such we would suggest that any remaining boards that have yet to carry out such an exercise do so at the earliest convenience.

We would recommend that in the absence of specific information to the contrary suggesting need for earlier review, that a revaluation exercise be performed for insurance purposes at least every 5 years on all major Board assets.

Client Comment:

All Boards are asked concerning valuations for insurances and it is a Board decision. Depending when the meeting is held and when the valuation is completed depends when the instruction can be given. However, once approved we look to update policies at that time. Where applicable, we are also looking into the viability of having certain values index linked but note that these will still need monitoring on a routine basis.

3. **Employee Benefits - Vehicle Usage, and VAT recovery**

In 2020 a high-level tax case was brought by HM Revenue & Customs against Coca-Cola European Partners Great Britain Limited relating to vehicles provided to employees of Coca-Cola and whether these 'dual purpose' vehicle should be classed as a van or a car for benefit-in-kind (BIK) and other taxation purposes. Typical example of such a vehicle being a double-cab pickup as operated by some boards.

This case was ruled in favour of HMRC where the use of three of its vehicles (2 Volkswagen Kombis and a Vauxhall Vivaro) should be treated as cars, rather than vans for tax purposes. The Vauxhall had been modified in a number of ways and an additional row of seats and windows were added along with a bulkhead to ensure goods being transported could not enter the passenger area. Both the VW Kombi vehicles were fitted with rear seats and additional racking was required by the driver for business use, for the Kombi version 2 this required a rear seat to be removed for racking. The Court of Appeal ruled that the vehicles were not sufficient to differentiate between them and therefore they should all be treated on a similar basis for BIK purposes, each vehicle was multi-purpose and capable of transporting goods or passengers, but neither type of vehicle was 'primarily' suited to the carrying of goods as required by current taxation legislation s.115(2).

At this point in time (drafting late June 2021) no updates to the tax rules have been issued by HMRC in the light of the ruling and therefore we are unable to determine whether the current vehicles owned by each board and allocated to an employee will be classed as a van or car. And until HMRC include any such updates and guidance we are unable to determine whether the vehicles held by each board will be liable for a van or car BIK on employees where the vehicle is not operated as a depot-based Pool vehicle. This case also has potentially wider implications relating to recovery or not of VAT on the vehicle when purchased and in commercial settings capital allowances.

Client Comment:

We are aware of this position and have also been checking with HMRC but as yet they have not issued guidance that can be passed onto Boards. There are significant tax implications, both for employer and employee and will continue to monitor the position.

4. Provisions

We are pleased to note that, in the main; provisions for amounts owing to and owed from applicable boards, are being monitored and written back should the underlying potential asset/liability be extinguished. There are still odd cases where provisions are "brought forward and carried forward" that relate in excess of the standard life of debt, being 6 years. On review in some cases whilst the underlying rationale of these balances are reasonable, we would question whether payments could still be enforced if chased, aside from in relation to development contributions. As such we would encourage continued review of provisions as a whole, with special consideration being made to aged provisions that have existed for a number of years.

We would recommend that any such old debts or provisions (part from development contribution provisions), say over 3 years old, be presented at the Board meeting annually and approved.

Client comment:

As part of the year end accounts procedures, provisions are looked at and decisions made on an individual basis as to retain or to write back.

5. Risk Management Policy and procedures

We noted in the 2019 most boards undertook a substantial risk management assessment process in 2014 leading to formal acceptance in April 2015 which is now subject to a brief review each year which is duly recorded formally in the board minutes. After recommendation in the prior year's management letter, we are pleased to note that this processed has been carried out again for 2020 - 21.

The COVID-19 pandemic is, hopefully, the greatest challenge many of us will face in our lifetime. In the face of adversity there is also opportunity to embrace this emerging "new normal" and such an event should allow us to take a step back and look at the policies and procedures that underpin the organisation. With this in mind we would urge greater breadth of coverage of policies and procedures to include consideration and action points in relation to areas such as climate change, global pandemics, and disaster action & recovery – at the time of writing we are not aware of such bigger policy being in existence.

It may also be helpful to revisit and enhance appreciation by way of visual colour coding of the RAG rating numbers to better differentiate between the varying levels of risk and consequence. We would expect to see low risk items being colour coded green, middling items colour coded yellow and high-risk items in red.

Risk Management Policy and procedures - continued

Client comment:
Risk management is an evolving matter and we will continue to look at emerging risks and having effective policies concerning these and although no formal policies are in place at this time the matters you have mentioned have been under consideration. With regards to the existing policy, consideration will be given to updating the matrix when either next revised or reviewed.

6. **Website Publication**
We note that there has been, for a number of years, significant information available to the public. We note that for some boards the latest information does not appear to have been updated, for example in one case the 2019/20 payments list was still published when the 2020/21 payments list should have been displayed. We would recommend that all items are updated promptly on the website once the meeting has been carried out.

Client comment:
Every effort is made to update the relevant pages of all authorities in an efficient and timely manner and in accordance with the regulations. It should be noted that the JPAG requirements for display appear to differ from those of audit requirements so while not necessarily aligning both requirements could be met. (This matter is being looked into for further guidance).

7. **Capital works**

Currently the definition of capital works is limited to new items e.g., a new culvert but works involving a repair or maintenance will be wholly written out in the year even though there may be a not insignificant element of improvement involved.

8. **Capital assets**

Following on from item 7 above it follows those assets may be unrecognised in the Accounts of the Boards and not appear in their Assets register. In view of greater Government and public interest and concern for environmental and climate change factors, should the 'value' of the basic drainage system be recognised beyond the pumping stations and equipment? This may be important in future years in order to factoring a fair proportion of potential future national Government funding.

Capital assets - continued

Client comment:

Comment has been noted. While Boards own pumping facilities and their footprint they do not (generally) own the watercourses, designating the arterial system for maintenance. This is probably a matter that could be discussed on an "industry wide" level, maybe through ADA by its policy and finance committee to ensure, if recognised, would provide a uniform approach across the country.

9. Budget figures

We note that Budget figures are prepared annually in advance, but we note these are not updated in the late Autumn even when notable variances may have occurred for various factors. Whilst not necessary to do so for all boards, we suggest that Chairmen of individual Boards are given opportunity to request updated Budgets after the half year point for the remainder of the year and distribute to Board members if they feel it appropriate due to circumstances to date or anticipated during the year.

Client comment:

As part of the finance regulations, we are required to carry out a budget monitoring exercise during the course of the year. For those Boards that have a relevant meeting, this is reviewed by the Board at their autumn/winter meeting. For all other Boards the monitoring exercise is completed as at the end of the calendar year, at this point the majority of the drain maintenance works have been completed, as would be any planned maintenance works at pumping stations. The expenditure to-date is then forecast to the end of the financial year and compared to the budget and initially sent to the chairman for review. Depending on the outcome of the monitoring exercise depends on whether it is considered appropriate to hold an emergency meeting. However, it is likely that if there were an extraordinary event the Board would be aware "in real time" and appropriate action taken at that point. It is not policy to update budgets depending on levels of expenditure but to use these as comparative to analyse variances of actual expenditure against.

Specific Points

Sutton and Mepal IDB

See item 2 above – residential property value

Hundred of Wisbech IDB

See item 6 above

Conington & Holme IDB

See item 9 above

Client comment (Conington & Holme IDB):

The "overspend" against budget related to additional drain maintenance works that were required and a breakdown at the pumping station which occurred after the monitoring exercise had been completed. These events were managed at the time and appropriate action taken when setting the following years rate.

Waldersey IDB and Hundred of Wisbech IDB – Joint Pumping Arrangement

As in previous years it is noted that there is a discrepancy between debtor held in Waldersey IDB and the creditor held in Hundred of Wisbech IDB; due to the substantial rainfall pattern in late 2020-21 this amount was more significant than normal

Waldersey IDB – Debtor	38,459.99
Hundred of Wisbech IDB - Creditor	47,997.84
Difference	**9,537.85**

This difference arises due to the accounts of Hundred of Wisbech IDB being completed before Waldersey IDB, therefore a provision having to be included within the former's books before more accurate figures become available. The difference is adjusted in the following year's Accounts for Hundred of Wisbech but in the short term could be considered slightly misleading.

We note that there have been discussions to potentially amalgamate the two boards, this would eradicate the anomaly. However, in the absence of this, we wonder whether there is scope to bring the meetings and account preparation periods in line to address this issue.

Waldersey IDB and Hundred of Wisbech IDB – Joint Pumping Arrangement - continued

Client comment (Waldersey IDB and Hundred of Wisbech IDB – Joint Pumping Arrangement):

These costs relate to the contribution for the costs of the shared pumping facility and at the time of production of the year end accounting statements discussions were taking place concerning potential changes to the contribution as a result of changes in land use. A new proposal had been put forward which was broadly approved by the Hundred of Wisbech Board, whose meeting is held first. In completing their accounting statements they requested that, due to the impact of the winter rainfall event the new proposal be used in calculating the contribution. When the Waldersey Board held it's meeting no changes had been approved at therefore the existing contribution calculation was used in their accounting statements. With regards to the Hundred of Wisbech creditor, these "old balances" will be written back during this financial year. There are no current plans to change meeting dates so there will remain a creditor/debtor position in both sets of accounts although now settled, this should be cleared, generally a year in arrears.

Other Matters

As you will already be aware our firm underwent a change of business name from Whiting & Partners to Whitings LLP, with effect from 1 October 2021. As the world and our practice move forward, even in these challenging times towards a "new normal", we have also decided to rebrand and change our look to promote this.

As provided for under the clauses of our existing Terms of Business ongoing engagements under our standard Whiting & Partners Terms and Conditions remain unchanged and have rolled over seamlessly into Whitings LLP; these are available on our new and improved website www.whitingsllp.co.uk

We are immensely proud of the work we continue to do with you at Whiting and we would like to take this opportunity to thank your staff involved in our audit for their assistance and cooperation in achieving substantial completion by the stated target deadlines, especially in light of the operational challenges posed to us all by the ongoing COVID-19 pandemic.

Yours sincerely,

Whitings LLP

Whitings LLP

B.1273 Defra IDB1 Returns

The Clerk referred to the completed IDB1 form for 2020/2021, which the Board noted and approved, viz;

Internal Drainage Boards in England

Department for Environment Food & Rural Affairs

Annual Report for the year ended 31 March 2021

The Law – the following annual report is provided in accordance with Paragraph 4 of Schedule 2 to the Land Drainage Act 1991.

No later than 30 September 2021 a copy must be provided to:

- Department for Environment, Food and Rural Affairs, Flood Management Division, Floor 3, Seacole, 2 Marsham Street, London SW1P 4DF via floodreports@defra.gsi.gov.uk
- National Flood and Coastal Risk Manager (Strategic Delivery), The Environment Agency, Horizon House, Deanery Road, Bristol, BS1 5AH via rachael.hill@environment-agency.gov.uk
- The Chief Executives of:
  - all local authorities that pay special levies to the Board;
  - all County Councils or London Boroughs within which the Board is situated.

Please complete the form electronically. If you are unable to complete the form electronically, please complete in BLOCK LETTERS using **black ink**.
Please round all cash figures down to nearest whole £.

SAWTRY INTERNAL DRAINAGE BOARD

Section A – Financial information

Preliminary information on special levies issued by the Board for 2021- 22

Information requested below is essential in calculating future formula spending share. It is not covered elsewhere on this form or by the external auditor's certificate.

Special levies information for financial year 2021-22 (forecast)	
Name of local authority	**2021-22 forecast £**
1. HUNTINGDONSHIRE DISTRICT COUNCIL	17,848
2.	
3.	
4.	
5.	
6.	
7.	
8.	
Total	17,848

Income and Expenditure Account for the year ending 31 March 2021

All Internal Drainage Boards must ensure that the Income and Expenditure information provided below is consistent with the Board's annual accounting statements which have been prepared in accordance with proper practices found in *Governance and Accountability for Smaller Authorities in England – A Practitioners' Guide to proper practices to be applied in the preparation of statutory annual accounts and governance statements March 2017*

	Notes	Year ending 31 March 2021 £
INCOME		
1. Drainage Rates		28,420
2. Special Levies		13,895
3. Higher Land Water Contributions from the Environment Agency		6,049
4. Contributions received from developers/other beneficiaries		600
5. Government Grants (includes capital grants from EA and levy contributions)		0
6. PSCAs from EA and other RMAs		0
7. Loans		0
8. Rechargeable Works		0
9. Interest and Investment Income		966
10. Rents and Acknowledgements		5
11. Other Income		600
Total income		**50,535**
EXPENDITURE		
12. New Works and Improvement Works		0
13. Total precept to the Environment Agency		6,486
14. Watercourse maintenance		29,598
15. Pumping Stations, Sluices and Water level control structures		11,207
16. Administration		9,737
17. PSCAs		0
18. Rechargeable Works		0
19. Finance Charges		0
20. SSSIs		0
21. IDB Biodiversity and conservation (other than item 20 expenditure)		538
22. Other Expenditure		757
Total expenditure		**58,323**

EXCEPTIONAL ITEMS		
23. Profits/(losses) arising from the disposal of fixed assets		0
Net Operating Surplus/(Deficit) for the year		**(7,788)**
24. Developers Funds income not applied in year		346,207
25. Grant income not applied in year		0

Notes:

11. Include all other Income, such as absorption account surpluses (for example plant and labour absorption accounts).

12. State the gross cost of undertaking minor capital works that have not been capitalised and the annual depreciation charges of all major schemes that have been capitalised. You should also include a fair proportion of the support costs directly associated with delivery of the schemes.

13. State the total precept demanded for the year as properly issued by the Environment Agency, in accordance with section 141 of the Water Resources Act 1991. Providing that the precept has been properly issued as before stated it should always be included here, even when the Board has appealed against the amount of contribution, in accordance with section 140 of the Water Resources Act 1991. Where the Board knows with certainty the outcome of any such appeal, it should also include the appropriate accrual/prepayment.

14. State all costs associated with the maintenance of watercourses, meaning work associated with open channels, pipelines, culverts, bridges, etc. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with delivery of the maintenance programme.

15. State all costs associated with maintaining and operating the pumping stations, sluices and water level control structures. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with maintaining and operating the pumping stations, sluices and water level control structures.

16. Include the cost of non-technical staff only, office accommodation, annual depreciation of office equipment that has been capitalised, minor office equipment that has not been capitalised, postages, telecoms', stationery, printing, advertising, auditing of accounts, general insurances and all other costs associated with supporting the organisation. Please note that this does not include support costs, which are directly associated with the delivery of front line services.

17. State all costs associated with the PSCA

18. State all costs associated with undertaking work for third parties. Plant, vehicle and labour charges should include a fair proportion of the overheads such as depot/workshop costs, employment on-costs, insurances and depreciation, etc. You should also include a fair proportion of the support costs directly associated with undertaking the rechargeable work.

19. Include the cost of servicing any borrowing, in terms of bank/loan/hire purchase Interest payable.

20. State all costs associated with undertaking works – capital or maintenance – specifically for helping to achieve favourable condition on Sites of Special Scientific Interest (SSSIs). In most cases, these costs will be incurred in implementing actions set out in SSSI Water Level Management Plans or SSSI River Restoration Plans.

21. State all costs associated with undertaking works – capital or maintenance – that are likely intended to help conserve biodiversity (other than works on SSSIs). These costs are likely to be incurred in implementing actions set out in an IDB's Biodiversity Action Plan or other conservation actions on non-designated sites.

22. Include all other expenditure, such as a provision for bad/doubtful debts, write-offs, and absorption account deficits (for example plant and labour absorption accounts).

23. For the disposal of assets, state the difference between any proceeds from the sale/disposal of the asset and the cost of the asset less accumulated depreciation.

24. Total balance of developer fund year end.

25. Unspent grant at year end.

Section B –IDB Reporting

Policy Delivery Statement

Boards are required to produce a publicly available policy statement setting out their plans for delivering the Government's policy aims and objectives. It is recommended that these statements be published on Boards' websites where they have them and reviewed every three years.

Is an up to date statement in place and copy (or weblink) provided to Defra, and EA?...Yes ☒ No ☐

Biodiversity

Please indicate whether your Board has a Biodiversity Action Plan ....Yes ☒ No ☐

If "yes" is the Biodiversity Action Plan available on your website?...Yes ☒ No ☐

What year was your Biodiversity Action Plan last updated?).............................. 2021

Have you reported progress on BAP implementation on your web site?................................Yes ☒ No ☐

When was biodiversity last discussed at a Board meeting (date)?.............................. 16/06/2021

Do you have a biosecurity process?...Yes ☒ No ☐

SSSI water level management plans

Please indicate whether your Board is responsible for any SSSI water level management plans?...Yes ☐ No ☒

If so, which ones:

Area of SSSI with IDB water level management plans..............................

Area of SSSI where IDB water level management activities are contributing to recovering or favourable condition?

Area of SSSI where IDB water level management actions are required to achieve recovering or favourable condition?

Access to environmental expertise

Does your IDB have access to environmental expertise? If so please tick all those options below through which environmental expertise is regularly provided to your IDB:

- Appropriately skilled Board Members (e.g. Board member from an Environmental Body/Authority) ☐
- Co-opted members ☐
- Directly employed staff ☐
- Contracted persons or consultants ☒
- Environmental Partners/NGOs ☐
- Other (please describe) ☐

Asset Management

What system/database does your Board use to manage the assets it is responsible for?

- ADIS ☐
- Paper Records ☒
- Other Electronic System ☒

Has your Board continued to undertake visual inspections and update asset databases on an annual basis? Yes ☒ No ☐

What is the cumulative total of identified watercourse (in km) that the Board periodically maintains?

32

How many pumping stations does the Board operate?

3

What is the cumulative design capacity of the Board's pumping station(s) (enter zero if no stations are operated)?

1.19 cumecs

Health and Safety

Does the Board have a current Health and Safety policy in place? Yes ☒ No ☐

Does the Board have a responsible officer for Health and Safety? Yes ☒ No ☐

Have there been any reportable incidents in the past year? Yes ☐ No ☒

If so, please summarise in the box below:

Guidance and Best Practice

Has your IDB adopted a formal Scheme of Delegation? Yes ☒ No ☐

Has your IDB provided training for board members in the last year in the any of the following areas?

Governance ☐

Finance ☐

Environment ☐

Health, safety and welfare ☐

Communications and engagement ☐

Other (please describe) ☐

No training has been provided for board members during the year ended 31st March 2021.

Is your Board's website information current for this financial year? (Board membership, audited accounts, programmes of works, WLMPS, etc)..Yes ☒ No ☐

Has your IDB adopted computerised accounting and rating systems?....................................Yes ☒ No ☐

Has your board published all minutes of meetings on the website?... Yes ☒ No ☐

Does the Board publish information on its website on its approach to maintenance works and provide contact details to allow for and encourage public engagement? Yes ☒ No ☐

When planning maintenance and capital works are environmental impacts taken into account and wherever possible best practice applied? Yes ☒ No ☐

Has your Board adopted the following governance documents?

Standing Orders .... Yes ☒ No ☐

Have the Standing Orders been approved by Ministers ....Yes ☒ No ☐

Byelaws ....Yes ☒ No ☐

If you have Byelaws, have you adopted the latest model byelaws published in 2012.. Yes ☒ No ☐

Have the Byelaws been approved by Ministers...Yes ☒ No ☐

Code of Conduct for Board Members..Yes ☒ No ☐

Financial Regulations..Yes ☒ No ☐
Register of Member's Interests..Yes ☒ No ☐
Anti-fraud and corruption policy..Yes ☒ No ☐

Board membership and attendance

How many Board members (in total – elected and appointed) do you have on your IDB?	10
Seats available to appointed members under the Land Drainage Act 1991.	9
Number of elected members on the board at year end.	7
Number of appointed members on the board at year end.	2
Mean average number of elected members in attendance at each board meeting over the last financial year.	5
Mean average number of appointed members in attendance at each board meeting over the last financial year.	2

Have you held elections within the last three years?..........Yes ☒ No ☐ N/A ☐
Did elections comply with the requirements specified by the Secretary of State under Regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938?.......... Yes ☒ No ☐ N/A ☐

Complaints procedure
Is the procedure for a member of the public to make a complaint about the IDB accessible from the front page of its website?..........Yes ☒ No ☐

Number of complaints received in the financial year?	0
Number of complaints outstanding in the financial year?	0
Number of complaints referred to the Local Government Ombudsman?	0
Number of complaints upheld by the Local Government Ombudsman?	0

Public Engagement

Set out what your Board has done in this financial year to engage with the public (tick relevant box(es) below):

Press releases ☐
Newsletters ☐
Web site ☒
Meetings ☒
Shows/events (including open days/inspections) ☐
Consultations ☐
Notices ☒

Percentage (in value) of drainage rates outstanding at year end?

0.02%

Section B: NOTES

Guidance and Best Practice

Has your Board published **all** minutes of meetings on the web site? In answering this question, this should apply to all the main Board meetings held in the year and any appropriate meetings the Board has held with external stakeholders.

Board membership and attendance

When referring to **elected members** of the Board, this relates to the number of landowners/drainage rate payers that are elected to the Board.

When referring to **appointed members** of the Board, this relates to the number of members appointed by the local authorities to represent the local council taxpayers.

When referring to mean average number of elected and appointed members in attendance at meetings at each board meeting – **this should be expressed as a number of attendees** and not as a percentage attendance.

With regard to elections, under Schedule 1 of the Land Drainage Act 1991, elected members should hold office for three years, at which point a further election is held. When elections are held, they should comply with the requirements under Regulation 28 of the Land Drainage (Election of Drainage Boards) Regulations 1938 – to advertise and notify local stakeholders accordingly.

Section C – Declaration

SAWTRY INTERNAL DRAINAGE BOARD

I confirm that the information provided in sections A-C or with this form is correct.

Signature	[signature]
Date	27/01/2021
Name in BLOCK LETTERS	MISS SAMANTHA ABLETT
Designation	ASSISTANT TREASURER
Email address	Sam.ablett@middlelevel.gov.uk

B.1274 Budgeting

The Clerk referred to the budget comparison of the forecast out-turn and the actual out-turn for the financial year ending 31st March 2022, viz;

SAWTRY INTERNAL DRAINAGE BOARD
BUDGET MONITORING 2021/2022
GRAVITY AREA - AREA 1

	Approved budget 2021/2022 £	Actual to 31.12.2021 £	Forecast to 31.03.2022 £	Remarks	
1 Insurances	70	67	70		
2 District maintenance work (including Environmental measures)	23,250	10,305	20,000	- Includes provision for outstanding contractor a/cs *Budget estimate for replace culvert at point 70* *Works costs to replace culvert at point 70*	8,500 *13,000* *9,578*
3 Administration charge, Health and Safety contract, Audit fee, Association of Drainage Authorities subscriptions etc	3,333	1,361	3,400		
4 Environment Agency - Precept	3,243	3,243	3,243		
5 Clearance of Sawtry Brook	0	0	0		
	29,896	14,976	26,713		
LESS Development Contributions, Deposit Accounts interest etc	15,624	13,554	13,899		
14,272	14,272	1,423	12,814		

Rates raised 2021/2022 £14,217

Page no.

SAWTRY INTERNAL DRAINAGE BOARD
BUDGET MONITORING 2021/2022
GRAVITY AREA (FLOOD ALLEVIATION SCHEME) - AREA 2

	Approved budget 2021/2022 £	Actual to 31.12.2021 £	Forecast to 31.03.2022 £	Remarks	
1 Insurances	70	67	70		
2 District maintenance work (including Environmental measures)	7,000	1,299	7,000	- Includes provision for outstanding contractor a/cs	2,500
3 Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc Association of Drainage Authorities subscriptions etc	3,333	1,361	3,400		
4 Environment Agency - Precept	1,135	1,135	1,135		
	11,538	3,862	11,605		
LESS Use of Development conts, Deposit Accounts interest etc	3,880	3,835	4,180		
7,658	7,658	27	7,425		

Levy raised 2020/2021 £5,744

Page no

p

SAWTRY INTERNAL DRAINAGE BOARD
BUDGET MONITORING 2021/2022
PUMPED AREA (SAWTRY FEN) - AREA 3

		Approved budget 2021/2022 £	Actual to 31.12.2021 £	Forecast to 31.03.2022 £	Remarks	
1	Insurances	450	434	450		
2	Pumping Stations - Repairs and renewals	12,000	12,314	13,500	- Includes works to access ramp - Sawtry Roufgs pumping station	1,902
3	Fuel	2,500	1,322	3,400	- Forecast estsimated to budget provision Includes account adjustment from prior year	932
4	District maintenance work (including Environmental measures)	10,000	3,033	10,000	- Includes provision for outstanding contractor a/cs	5,500
5	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc Association of Drainage Authorities subscriptions etc	2,500	1,021	2,550		
6	Environment Agency - Precept	1,751	1,751	1,751		
		29,201	19,875	31,651		
	LESS Deposit Accounts interest etc	340	1,576	1,576		
	28,861	28,861	18,299	30,075		
		Rates raised 2020/2021	£28,861			

SAWTRY INTERNAL DRAINAGE BOARD
BUDGET MONITORING 2021/2022
PUMPED AREA (MOAT FARM) - AREA 4

		Approved budget 2021/2022 £	Actual to 31.12.2021 £	Forecast to 31.03.2022 £	Remarks	
1	Insurances	275	251	275		
2	Pumping Stations - Repairs and renewals	1,000	405	1,000		
3	Fuel	1,250	353	1,250	- Forecast estsimated to budget provision	
4	District maintenance work (including Environmental measures)	7,000	4,417	7,000	- Includes provision for outstanding contractor a/cs	1,750
5	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc Association of Drainage Authorities subscriptions	833	340	850		
6	Environment Agency - Precept	357	357	357		
		10,715	6,123	10,732		
	LESS Deposit Accounts interest etc	338	364	317		
	10,378	10,378	5,758	10,415		
		Raes raised 2020/2021	£10,378			

F:\Admin\Sawtry\mins\29.6.22

B.1275 Review of Internal Controls and appointment of Internal Auditor

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

The Clerk advised that due COVID-19 challenges the current Internal Auditor, Whiting & Partners, had been approached and asked and had agreed to extend their contract beyond the originally agreed three-year term (under the original contractual terms). It was also noted that going forward auditors be invited to tender for a five-year term, the principle being that this gave both parties certainty over a longer period. For the Boards this meant that the investment in time in getting a new auditor up to speed represented better value.

RESOLVED

That the Board approve a further one-year extension of the appointment of Whiting & Partners as Internal Auditor and to support the proposal for a five-year contract to be tendered thereafter.

B.1276 Risk Management Assessment

a) The Board's Risk Management Policy was considered by Members to be sufficient and appropriate.

b) The Board considered the insured value of their buildings and a possible re-evaluation was discussed and it was felt that it was important for ratepayer's interests that they be up to date to ensure that sufficient financial cover was in place, viz;

SAWTRY IDB
INSURED VALUE OF FIXED ASSETS

PUMPING STATIONS

	As At 31st March 2022
SAWTRY ROUGHS PUMPING STATION	455,350.00
CASTLE HILL PUMPING STATION	460,500.00
MOAT FARM PUMPING STATION	416,550.00
	1,332,400.00

RESOLVED

That the buildings be revalued and that the revised figures be presented at the next Board meeting.

B.1277 Exercise of Public Rights

The Clerk 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.1278 Payments 2021/2022

The Board considered and approved payments amounting to £88,985.46 which had been made during the financial year 2021/2022, viz;

SAWTRY INTERNAL DRAINAGE BOARD

Payments 2020/2021 (1st April 2020 - 31st March 2021)

Middle Level Commissioners - Administration charge, postages, telephone charges, stationery and Health and Safety contract	5,333
Middle Level Commissioners - Fees (Planning and development applications)	366
Middle Level Commissioners - Repair and test pump at Castle Hill pumping station (Account from R S Components)	239
Middle Level Commissioners - Health & Safety improvement works at Sawtry Roughs pumping station (Accounts from B & M, Ridgeons and Wrights Tools)	1,830
Middle Level Commissioners - Health & Safety improvement works at Moat Farm pumping station	2,249
Middle Level Commissioners - Health & Safety improvement works at Castle Hill pumping station (Accounts from B & M, Ridgeons and Wrights Tools)	2,568
Ag Reserves - Pumping station duties (Castle Hill and Moat Farm pumping stations 2019-2020)	615
Environment Agency - Precept	3,243
Middle Level Commissioners - Pumping station maintenance	378
Middle Level Commissioners - Pumping station maintenance	510
Association of Drainage Authorities - Subscription 2020	754
Association of Drainage Authorities - VAT on contribution to Water Resources East	10
V & J Services - Flail mowing	8,258
D & J Papworth & Co - Creation of culvert at Woodwalton over drains 46/47	4,395
Middle Level Commissioners - Administration charge, postages and telephone charges	3,883
Middle Level Commissioners - Pumping station maintenance	483
Middle Level Commissioners - Internal audit fees (Whiting & Partners, 2019-2020 accounts)	906
Middle Level Commissioners - Fees (Production of Board report, planning and development applications)	1,390
PKF Littlejohn LLP - Audit fees (2019-2020 accounts)	240
Middle Level Commissioners - Renewal of insurances	769
Environment Agency - Precept	3,243
H Raby & Sons - Flail mowing	1,050
Ag Reserves - Flailmowing and drain maintenance	1,852
Middle Level Commissioners - Fees (Planning and development applications)	657
Middle Level Commissioners - Pumping station maintenance	322
Information Commissioner - Data Protection Registration renewal	40
Middle Level Commissioners - Contribution (Environmental Officer)	537
Association of Drainage Authorities (River Great Ouse branch) - Subscription 2020-2021	30
Middle Level Commissioners - Insurance inspection	64
Middle Level Commissioners - Repair contactors and test control system (Sawtry Roughs p/s)	230
Middle Level Commissioners - Pumping station maintenance	221
R A Laxton - District Officer's fees 2020-2021	3,471
Ag Reserves - Pumping station duties (Castle Hill and Moat Farm pumping stations 2020-2021)	633
Middle Level Commissioners - Fees (Planning and development applications)	377
T E Darby & Sons - Pumping station duties (Sawtry Roughs pumping station 2020-2021)	379
Davies Contracting Limited - Drain maintenance	2,056
Middle Level Commissioners - Pumping station maintenance	483
T E Darby & Sons - Clearing and cleaning blocked culvert	168
V & J Services - Flail mowing	11,613
D Ablitt & Sons - Replace culvert at Red House Farm	6,600
Middle Level Commissioners - Health and Safety re-charges for 2020-2021	480
Anglia Farmers - Electricity supply (Moat Farm pumping station)	1,036
Anglia Farmers - Electricity supply (Sawtry Roughs pumping station)	1,804
Anglia Farmers - Electricity supply (Castle Hill pumping station)	2,070
	77,851

(NB - Amounts shown include Value Added Tax)

SAWTRY INTERNAL DRAINAGE BOARD

Payments 2021/2022 (1st April 2021 - 31st March 2022)

Middle Level Commissioners - Administration charge, postages, telephone charges, stationery and Health and Safety contract	5,300.33
Middle Level Commissioners - Fees (Planning and development applications)	445.50
Middle Level Commissioners - Repair to pump coontrol panel at Sawtry Roughs pumping station (Account from R S Components)	631.43
Middle Level Commissioners - Supply of calcium grease	198.65
Middle Level Commissioners - Removal of gearbox, fit new seals and re-install at Moat Farm pumping station (Account from BRT Bearings)	1,668.49
Environment Agency - Precept	3,242.93
Davies Contractiing Limited - Drain maintenance - Area 1	661.08
Davies Contractiing Limited - Drain maintenance - Area 3	1,125.90
Middle Level Commissioners - Preparation of highland water claims	45.35
Middle Level Commissioners - Pumping station maintenance	1,043.13
Ag Reserves - Flailmowing and drain maintenance	5,089.20
Association of Drainage Authorities - Subscription 2021	770.40
The Admiral Wells - Expenses in connection with Board meeting	143.35
Water Resources East (WRE) Ltd - Contribution to the operating costs	150.00
B J Plant Hire Ltd - Replacing culvert on Sawtry Catchwater Drain	1,632.00
PKF Littlejohn LLP - Audit fees (2020-2021 accounts)	360.00
Middle Level Commissioners - Administration charge, postages and telephone charges	3,886.91
Middle Level Commissioners - Renewal of insurances	826.64
Middle Level Commissioners - Fees (Production of Board report, planning and development applications)	1,721.11
Environment Agency - Precept	3,242.93
Middle Level Commissioners - Pumping station maintenance	753.76
Middle Level Commissioners - Pumping station maintenance	651.65
Middle Level Commissioners - Internal audit fees (Whiting & Partners, 2020-2021 accounts)	927.00
Middle Level Commissioners - Fees (Planning and development applications)	470.70
Middle Level Commissioners - Pumping station maintenance	346.12
Middle Level Commissioners - Pumping station maintenance	161.90
Middle Level Commissioners - Installation of new mains isolation point in preparation for new panel at Sawtry Roughs pumping station - (Account from Carlton Controls)	7,699.04
Information Commissioner - Data Protection Registration renewal	40.00
Middle Level Commissioners - Culvert replacement at Point 70 and slubbing out drain at Point 20 to 21 (Accounts from D & J, SDS Pipes and Davies Contracting Ltd)	12,163.97
Middle Level Commissioners - Improvement works to access ramp and repairs to gearbox on pump at Castle Hill pumping station (Accounts from March Hire and BRT)	4,607.33
Middle Level Commissioners - Preparation of highland water claims	27.50
R A Laxton - District Officer's fees 2021-2022	3,565.00
Association of Drainage Authorities (River Great Ouse branch) - Subscription 2021-2022	30.00
Ag Reserves - Pumping station duties (Castle Hill and Moat Farm pumping stations 2021-2022)	650.00
Middle Level Commissioners - Contribution (Environmental Officer)	540.00
Middle Level Commissioners - Health and Safety re-charges for 2021-2022	480.00
T E Darby & Sons - Pumping station duties (Sawtry Roughs pumping station 2021-2022)	390.00
Middle Level Commissioners - Fees (Planning and development applications)	444.90
Middle Level Commissioners - Pumping station maintenance	485.70
V & J Services - Flail mowing	11,672.54
Middle Level Commissioners - Administration charge, postages, telephone charges and stationery	5,194.91
Anglia Farmers - Electricity supply - (Moat Farm pumping station)	1,009.31
Anglia Farmers - Electricity supply - (Sawtry Roughs pumping station)	2,295.78
Anglia Farmers - Electricity supply - (Castle Hill pumping station)	1,837.05
Anglia Farmers - Electricity metering charges - (Moat Farm pumping station)	111.24
Anglia Farmers - Electricity metering charges - (Sawtry Roughs pumping station)	111.24
Anglia Farmers - Electricity metering charges - (Castle Hill pumping station)	133.49
	88,985.46

(NB - Amounts shown include Value Added Tax)

(NB) – Mr Darby declared an interest in the payment made to T E Darby & Sons.

(NB) – Mr Raby declared an interest (as a Member of the Middle Level Board) in the payments to the Middle Level Commissioners and in the payment to H Raby & Sons.

(NB) – Mr Laxton declared an interest in the payment made for pumping duty.

B.1279 Expenditure estimates and special levy and drainage rate requirements 2022/2023

The Board considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2022/2023 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 Huntingdonshire District Council would be:-, viz;

Sawtry Internal Drainage Board

AREA 1

Rate and levy requirements

Under Section 37 of the Land Drainage Act 1991, the appropriate proportions in which the net expenditure of the Board must be borne for 2022//2023 is:-

a) Proportion to be borne by the Agricultural Sector – 15.42%

b) Proportion to be borne by Special levy issued to Huntingdonshire District Council – 84.58%

The product of a rate of 1p in the £ on Agricultural land and buildings is £789.

In 2022/2023 a rate of 1p together with corresponding Special levy would raise £5,115.

Revenue cash balance in hand on 31st March 2022 - £40,014.

The estimated net expenditure for the Boards Revenue and Capital Programmes in 2022/2023 is £14,528 and equivalent to:-

a) a rate in the £ on Agricultural land and buildings of 2.84p and

b) a Special levy on Huntingdonshire District Council of £12,287 .

In 2021/2022 a rate of 2.72p in the £ was raised together with a Special levy of £12,071 on Huntingdonshire District Council.

D C THOMAS

Clerk to the Board

May 2022

SAWTRY INTERNAL DRAINAGE BOARD
BUDGET 2022/2023
GRAVITY AREA (FLOOD ALLEVIATION SCHEME) - AREA 2

	Approved budget 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £
1 Insurances	70	67	75
2 District maintenance work (including Environmental measures)	7,000	6,355 [A]	7,500 [B]
3 Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc Association of Drainage Authorities subscriptions etc	3,333	3,375	3,400
4 Environment Agency - Precept	1,135	1,135	1,158
	11,538	10,932	12,133
LESS Use of Development conts, Deposit Accounts interest etc	3,880	4,231	3,880
	7,658	6,702	8,253

Levy raised 2021/2022 £5,744

Remarks

A - Includes:	
Flail mowing	2248
B - Drain maintenance provision	3,350
District Officer's fees and expenses	2,220
Fees/Miscellaneous	1,930
	7,500

C - Includes for average highland water claims

Sawtry Internal Drainage Board

AREA 2

Rate and levy requirements

Under Section 37 of the Land Drainage Act 1991, the entire expenditure for the Revenue and Capital programmes of Area 2 for 2022/2023 must be borne by a Special levy issued to Huntingdonshire District Council.

Revenue cash balance in hand on 31st March 2022 - £3,846.

The estimated expenditure for 2022/2023 is £8,253.

In 2021/2022 a Special Levy of £5,744 was issued to Huntingdonshire District Council against budgeted expenditure of £7,658. This was the second Special Levy issued since 1991/92 and represented 75% of that required.

D C THOMAS

Clerk to the Board

May 2022

SAWTRY INTERNAL DRAINAGE BOARD
BUDGET 2022/2023
PUMPED AREA (SAWTRY FEN) - AREA 3

		Approved budget 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £
1	Insurances	450	434	460
2	Pumping Stations - Repairs and renewals	12,000	12,584 [A]	11,000 [B]
3	Fuel	2,500	1,945	3,400 [C]
4	District maintenance work (including Environmental measures)	10,000	6,259 [D]	11,000 [E]
5	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc Association of Drainage Authorities subscriptions etc	2,500	2,531	2,550
6	Environment Agency - Precept	1,751	1,751	1,786
		29,201	25,504	30,196
	LESS Deposit Accounts interest etc	340	1,580	5,359 [F]
		28,861	23,924	24,837
	Rates raised 2021/2022		£28,861	

Remarks

A -	Includes:	
	Replace control panel - Sawtry Roughs p/s	6,416
	Re-seal gear box - Castle Hill p/s	1,937
	Access ramp improvements - Castle Hill p/s	1,902
		10,255
B -	Includes for:	
	Telemetry installation - Sawtry Roughs p/s	4,500
	Telemetry installation - Castle Hill p/s	4,500
C -	Provision based on 5 year average plus 50% for new contract rates	
D -	Includes:	
	Flail mowing	1,906
	Drainworks	2857
		4,763
E -	Drain maintenance provision	9,500
	District Officer's fee and expenses	555
	Weedscreens	670
	Miscellaneous	275
		11,000
F -	Includes grant-in-aid - telemetry (50%)	4,500

Sawtry Internal Drainage Board

AREA 3

Rate and levy requirements

Under Section 37 of the Land Drainage Act 1991, the appropriate proportions in which the net expenditure of the Board must be borne for 2022/2023 is:-

a) Proportion to be borne by the Agricultural Sector – 99.89%

b) Proportion to be borne by Special levy issued to Huntingdonshire District Council – 0.11%

The product of a rate of 1p in the £ on Agricultural land and buildings is £628.

In 2022/2023 a rate of 1p together with corresponding Special levy would raise £629.

Revenue cash balance in hand on 31st March 2022 - £75,768.

The estimated net expenditure for the Boards Revenue and Capital Programmes in 2022/2023 is £24,837, inclusive of £4,500 net costs of telemetry installation at both pumping stations and equivalent to:-

a) a rate in the £ on Agricultural land and buildings of 39.50p and

b) a Special levy on Huntingdonshire District Council of £28.

In 2021/2022 a rate of 45.90p in the £ was raised together with a Special levy of £33 on Huntingdonshire District Council.

Members should consider likely future expenditure and the level of balances required when setting the rate for 2022/2023.

D C THOMAS

Clerk to the Board

May 2022

SAWTRY INTERNAL DRAINAGE BOARD
BUDGET 2022/2023
PUMPED AREA (MOAT FARM) - AREA 4

		Approved budget 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £
1	Insurances	275	251	275
2	Pumping Stations - Repairs and renewals	1,000	540	5,500 [A]
3	Fuel	1,250	948	1,250 [B]
4	District maintenance work (including Environmental measures)	7,000	5,771 [C]	7,000 [D]
5	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc Association of Drainage Authorities subscriptions	833	844	850
6	Environment Agency - Precept	357	357	364
		10,715	8,710	15,239
	LESS Deposit Accounts interest etc	338	318	2,576 [E]
		10,378	8,392	12,663

Rates raised 2021/2022 £10,378

Remarks

A -	Includes:	
	Telemetry installation - Moat farm p/s	4,500
B -	Provision based on 5 year average plus 50% for new contract rates	
C -	Includes:	
	Flail mowing	538
	Drainworks	4241
		4,779
D -	Drain maintenance provision	6,000
	District Officer's fee and expenses	370
	Fees/Miscellaneous	630
		7,000
E -	Includes grant-in-aid - telemetry (50%)	2,250

Sawtry Internal Drainage Board

AREA 4

Rate and levy requirements

Under Section 37 of the Land Drainage Act 1991, the entire expenditure for the Revenue and Capital programmes of Area 4 for 2022/2023 must be borne by the Agricultural Sector.

The product of a rate of 1p in the £ on Agricultural land and buildings is £160.

Revenue cash balance in hand on 31st March 2022 - £29,308.

The estimated net expenditure of £12,663 in 2021/2022, is equivalent to a rate in the £ on Agricultural land and buildings of 79.30p

If the increase in balances from 2021/2022 of £1,985 together with an additional £300 from balances is used against the 2022/2023 expenditure the estimated expenditure becomes £10,378 and is equivalent to a rate in the £ on Agricultural land and buildings of 65.00p

.

In 2021/2022 a rate of 65.00p in the £ was raised.

D C THOMAS

Clerk to the Board

Gravity Area – Area 1

Drainage rates	-	15.42%
Special levy	-	84.58%

Gravity Area (Flood Alleviation Scheme) – Area 2

Special levy	-	100%

Pumped Area (Sawtry Fen) – Area 3

Drainage rates	-	99.89%
Special levy	-	0.11%

Pumped Area (Moat Farm) – Area 4

Drainage rates	-	100%

RESOLVED

i) That the estimates be approved.

ii) That a total sum of £59,108 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 £38,539 and £20,569 respectively.

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

AREA 1	-	2.84p
AREA 3	-	40.00p
AREA 4	-	70.00p

v) That a Special levy of £20,569 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.1280 Date of next Meeting

RESOLVED

That the next Meeting of the Board be held on Wednesday 7th June 2023 at 10.00am at the Admiral Wells Inn, Holme.

B.1281 Any Other Business

A request was made to update the Chairman with the latest position in relation to the Spirotec Development. The Clerk agreed to seek to obtain an update on this.

………………………………………
Chairman

………………………..
Date