

BENWICK INTERNAL DRAINAGE BOARD

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31st May 2022

Mr Chairman ladies and gentlemen

Meeting of the Board
13th June 2022

I enclose the Agenda for the Meeting of the Board to be held at the Ramsey Golf Club at 2.00pm on Monday the 13th June 2022 with **lunch at 1pm.**

PLEASE NOTE THAT THIS AGENDA INCLUDES CONFIDENTIAL PAPERS. APART FROM THE COPY RETAINED WITH THE CONFIDENTIAL MINUTES THEY WILL BE DESTROYED FOLLOWING THE MEETING AND MEMBERS ARE REMINDED THAT THEY MUST NOT BE DISCUSSED WITH ANYONE OTHER THAN A BOARD MEMBER.

AFTER THE MEETING, PLEASE DESTROY YOUR COPY OF THE PAPERS OR RETURN THEM TO THE OFFICE TO BE DESTROYED.

Please telephone or e-mail to confirm your attendance as soon as possible.

MEMBERS ARE REMINDED THAT RAMSEY GOLF CLUB HAS A DRESS CODE AND TRAINERS AND JEANS ARE NOT PERMITTED.

Yours truly

D C THOMAS

Clerk to the Board

To the Chairman and the Members of the Benwick Internal Drainage Board

A G E N D A

1. Apologies for absence

2. Declarations of Interest

Members to declare any interests relating to the agenda.

3. Confirmation of Minutes

To confirm the Minutes of the Meeting of the Board held on the 7th June 2021.

(Copy pages 12 - 27)

4. Matters arising from the Minutes

5. Appointment of Chairman

Further to minute B.1214 to appoint the Chairman of the Board.

6. Appointment of Vice-Chairman

Further to minute B.1215 to appoint the Vice-Chairman of the Board.

7. Land Drainage Act 1991
Board Membership

The Clerk will report that Fenland District Council have re-appointed Councillors Mrs D Laws, Mrs K Mayor, A Miscandlon and R Wicks to be Members of the Board under the provisions of the Land Drainage Act 1991.

8. Land at Turf Fen, Chatteris

Further to minute B.1218, the Clerk to report.

9. Clerk's Report

The Clerk advises:-

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 bid 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) 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 CO² release had shown that a well irrigated peat field of onions released less CO² 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.

e) Updating IDB Byelaws

Further to minute B.1150, 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.

iv) Smart Level System/District Wide Telemetry Bid

The Clerk will report that the Board did not approve to progress with telemetry installation taking advantage of the 50% grant being offered by the EA through Local Levy.

v) 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.

vi) 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, i.e. 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.

The Board is asked to consider if it wishes to approve the two changes outlined above.

vii) Water Resources East (WRE)

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.

viii) Anglia Farmers

The Clerk will report 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.

ix) Fens Biosphere

The Clerk will report 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.

x) 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.

10. Consulting Engineers' Report, including planning and consenting matters

To consider the Report of the Consulting Engineers.

(Enc 1)

11. Capital Improvement Programme

To review and approve the Board's future capital improvement programme.

(Copy page 28)

12. District Officer's Report

To consider the Report of the District Officer.

13. Conservation Officer's Newsletter and BAP Report

The Clerk to refer to the Conservation Officer's newsletter, previously circulated to members, and to consider the most recent BAP Report.

(Copy pages 29 - 32)

14. District Officer's Honorary and Pumping Station duties – 2022/2023

(a) To give consideration to the District Officer's fee for 2022/2023

(b) To give consideration to the payments in respect of pumping station duties for 2022/2023.

15. State-aided Schemes

To consider whether to undertake further State-aided Schemes and whether any future proposals should be included in the forward capital forecasts provided to the Environment Agency.

16. Environment Agency – Precept

The Clerk will report 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 £8421.00.

17. 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 £165.79 (£558.89 less £393.10 received on account) (inclusive of supervision) has been received from the Environment Agency for the financial year 2020/21 based on the Board's actual expenditure on maintenance work for that financial year and the sum of £411.78 in respect of 80% of the Board's estimated expenditure for the financial year 2021/2022.

18. Association of Drainage Authorities Subscriptions

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

19. Determination of annual value for rating purposes

The Clerk will submit the recommendation for the determination of annual value for rating purposes.

(See Confidential Papers)

20. Rate Arrears

To consider writing off rate arrears.

(See Confidential Papers)

21. Contribution from Developer

The Clerk will report that a contribution towards the cost of dealing with the increased flow or volume of surface water run-off and treated effluent volume has been received.

(See Confidential Papers)

22. Completion of the Annual Accounts and Annual Return of the Board – 2020/2021

a) To consider the comments of the Auditors on the Annual Return for the year ended on the 31st March 2021.

(Copy pages 33 - 36)

b) To consider the Audit Report of the Internal Auditor for the year ended on the 31st March 2021.

(Copy pages 37 - 45)

23. Defra IDB1 Returns

The Clerk will refer to the completed IDB1 form for 2020/2021.

(Copy pages 46 - 55)

24. Budgeting

The Clerk to refer to the budget update reviewed by the Chairman, with comparison to year end out-turn added, and any actions taken.

(Copy page 56)

25. Review of Internal Controls

To consider the system of Internal Control and appointment of Internal Auditor.

26. Risk Management Assessment

a) To give consideration to the Board's Risk Management Policy.

b) To review the insured value of the Board's buildings.

(Copy page 57)

27. Exercise of Public Rights

The Clerk to refer 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.

28. Annual Governance Statement – 2021/2022

To review and complete the Annual Governance Statement.

(Copy page 58)

29. Payments 2021/2022

The Clerk to report on payments made during the financial year 2021/2022.

(Schedule pages 59 - 60)

30. Annual Accounts of the Board - 2021/2022

To consider the Annual Accounts and bank reconciliation for the year ended on the 31st March 2022 and the completion of Section 2 of the Annual Return as required in the Audit Regulations.

(Copy pages 61 - 64)

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

To consider estimates of revenue expenditure and levy and rate requirements in respect of the financial year 2022/2023.

(Copy pages 65 - 67)

32. Date of next Meeting

Please note Ramsey Golf Club are no longer available on Mondays.

33. Any other business

BENWICK INTERNAL DRAINAGE BOARD

At a Meeting of the Benwick Internal Drainage Board
held at Ramsey Golf Club on Monday the 7th June 2021

PRESENT

M Jackson Esq (Vice Chairman)
D J Caton Esq
R G Few Esq
M Fisher Esq

E Jackson Esq
J M Palmer Esq
G Wakeham Esq
R Wicks Esq

Miss Samantha Ablett (representing the Clerk to the Board) and Mr Morgan Lakey (representing the Consulting Engineers) were in attendance.

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

Apologies for absence

Apologies for absence were received from Councillors Mrs D Laws and A Miscandlon, R A Dring Esq, P N Fountain Esq and N G Thacker Esq.

B.1211 Standing Orders

Further to minute B.1179, Miss Ablett reported that ADA have obtained agreement from Defra for the flexibility which allowed the Board to choose how they wished to hold Board meetings during the pandemic to become permanent. This change will allow remote attendance or fully virtual meetings to take place in future should that best meet the Board's particular requirements at that time.

RESOLVED

That the Board adopt the revised Standing Orders.

B.1212 Declarations of Interest

Miss Ablett reminded Members of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any individual on the Board.

The District Officer declared an interest in the planning application (MLC Ref No. 318) received from J A Caton and Sons.

The District Officer and Mr Few declared interests in minute nos. B.1224 and B.1241.

B.1213 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 15th June 2020 are recorded correctly and that they be confirmed and signed.

B.1214 Appointment of Chairman

RESOLVED

That M Jackson Esq be appointed Chairman of the Board.

B.1215 Appointment of Vice Chairman

RESOLVED

That D J Caton Esq be appointed Vice Chairman of the Board.

B.1216 Bank mandate and National Savings & Investments

RESOLVED

- i) That, in addition to the Chairman, Mr D J Caton be authorised to sign cheques and authorise payments on behalf of the Board.
- ii) That Mr D Thomas, as Clerk to the Board, and Mr M Jackson, as Chairman, be the authorised signatories of the National Savings Investment Account and that the account of the Benwick Internal Drainage Board with National Savings and Investments be changed accordingly.

B.1217 Election of Members of the Board

Miss McShane reported that, as the number of candidates for membership of the Board did not exceed the number of persons to be elected (eleven), the following candidates were elected as Members of the Board for a period of three years from the 1st November 2020, viz:-

CATON David	JACKSON Edward
DRING Ricky Anthony	JACKSON Martin
FEW Reginald George	SMALLEY Michael
FISHER Mark	STACEY Robert E
FOUNTAIN Philip Neil	THACKER Nigel Gary
WAKEHAM Guy	

(NB) – Councillors Mrs D Laws, Mrs K Mayor, A Miscandlon and R Wicks as the nominees of Fenland District Council and Councillor J M Palmer as the nominee of Huntingdonshire District Council are also Members of the Board under the provisions of the Land Drainage Act 1991.

Councillor Palmer advised that he would not be standing for re-election this year and this would be his last meeting of the Board.

RESOLVED

That a letter of thanks be sent to Councillor Palmer for his services to the Board.

B.1218 Land at Turf Fen, Chatteris

Further to minute B.1185, Miss Ablett reported that Maxey Grounds & Co had advised the Middle Level Commissioners' Solicitor/Assistant Clerk on the agricultural values and had informed her that with the uncertainty regarding the review of the agricultural subsidy scheme and the fact that the Stewardship and Environmental schemes would not generate the same level of income for arable farmers the rent for this land, which is grade 2 agricultural lands, was considered reasonable at £95 per acre.

She added that having been asked to provide an update regarding the likely rent for the coming year Maxey Grounds had confirmed that they would inspect the land and advise the Solicitor/Assistant Clerk whether the Board should be carrying out a review, which would require a Notice to be served between now and October.

RESOLVED

That the Assistant Clerk take advice on rental value of land and initiate a rent review and serve notice for an October 2022, if appropriate.

B.1219 Clerk's Report

Miss Ablett advised:-

i) Middle Level Commissioners and Administered Boards Chairs Meeting

That a sixth Chair's Meeting was held virtually on the 26th November 2020.

Topics discussed included the Middle Level Commissioners' Chief Executive giving an update on COVID-19 actions and responses, the change of MLC Chairman from Marc Heading to Jonathan Brown, updates on the Technical Services Department review (which aims to address the delays in responding to planning and consenting matters) and an update on the work of WRE. He also advised that Defra had commented positively on the Good Governance Guide published by ADA and that on the back of this feedback ADA were currently working on an Environmental Good Governance Guide. It was also noted at this meeting that Agricultural and Environmental Bills were passing through Parliament, the later including clauses benefiting IDBs, allowing them to expand their boundaries or for entirely new IDBs to be created, which was welcomed by the Chairmen as a positive step forward. Paul Burrows spoke on the work of the Environment Agency covering topics such as carbon baselining, national strategies, the tactical plans (which are securing much needed grant allocation for the area) and the need to continue to grow partnership working. He also spoke for Brian Stewart, the RFCC Chairman, who unfortunately was suffering from a poor broadband connection. On behalf of Brian, he advised that following the re-shaping of the local RFCC, there were two extra EA nominated positions available and that in this respect he wanted to propose that an Ex-officio seat be created for the incumbent Chair of the Great Ouse branch of ADA. This is likely to be Marc Heading who is expected to take over from Harry Raby in the spring. The

new post will inject a direct link to farming which is of course the major business sector covered by this RFCC. The meeting finally turned to the future amalgamation of IDBs which it was generally agreed are likely to increase over time as succession planning has to be addressed.

ii) Applications for byelaw consent

That the following applications for consent to undertake works in and around watercourses have been approved and granted since the last general meeting of the Board:-

<u>Applicant</u>	<u>Details</u>	<u>Date Consent Granted</u>
Bank Farm Limited	Construction of an outfall headwall within the bank of Copalder Drain and the crossing of the 9m maintenance strip with the discharge pipework from the balancing pond serving the agricultural building extension and hardstanding at Boardenhouse Farm	5 th November 2020
G E Green Limited	Installation of 10 no field underdrain outfalls between Points 71 and 72 and 3 no field underdrain outfalls between Points 73 and 74	27 th April 2021

RESOLVED

That the action taken in granting consents be approved.

iii) Association of Drainage Authorities

a) Annual Conference

That the 83rd Annual Conference of the Association was held virtually on Wednesday the 11th November 2020.

The conference this year was held in two distinct and separate parts, with the morning session comprising of key speakers and questions and the afternoon the AGM.

Key speakers in the morning were;

David Cooper, Deputy Director for Flood & Coastal Erosion Risk Management Policy (Defra) – who first thanked the IDBs for the work they do and then endorsed the efforts being made to improve governance through the publication of the ‘Good Governance Guide’ and the work in hand on ‘Good Environmental Governance’. He then went on to speak about the ambitious aims of government, the record investment agreed by treasury for the next six year funding cycle and the Agriculture Bill that if passed will facilitate the creation of new IDBs and allow existing IDBs to expand districts. He finished by stating that the key was to educate people and to work together to share good practice.

Chris Stoate, Head of Research (Game & Wildlife Conservation Trust) – who spoke about the Allerton Project which was a carefully implemented scheme to directly measure the impacts of controlling headwaters using measures such as leaky dams. This work consisted of schemes on similar upland sub-catchments where a direct comparison could be made between interventions and non-interventions. The results were very promising with downstream peak flows being reduced by around a quarter where the most effective measures were installed.

Chris accepted that there were challenges surrounding maintenance and that the choice of natural materials and design was key. He also noted that in the locations chosen any failed leaky dam materials would get caught on stream bends well before any risk of being washed downstream into urban areas.

Toby Willson, Executive Director of Operations (Environment Agency) – who is soon to leave the EA reflected on the target to be carbon neutral in less than a decade and in doing this noted that the equivalent carbon release linked to pumping alone from the February event this year was equivalent to that of 1200 houses. He went on to point out that the onus is on us to act now and that if we fail to do so it will be our children and grandchildren who will face the consequences.. He acknowledged the hugely influential role of ADA's voice in the development of national strategies and the work being done in partnership with IDBs to be more resilient. He finished by setting out three challenges.

- 1) To develop true partnerships where all organisations are working unified towards the same goals.
- 2) To achieve net zero carbon emissions, asking specifically what the IDBs were doing towards this?
- 3) To develop and implement strategies to attract young people into the industry.

Questions were taken from the floor and were wide ranging from asking why there was so little information being shared on the development of ELMs to why it was necessary in one location for the EA to undertake an environmental check before removing a dead tree from across a watercourse.

A more formal question and answer session ended the morning, the panel being made up from, Julia Beeden from Cambridgeshire County Council, Emily Clarke from Anglian Water, John Curtin from Environment Agency, David Jenkins from Wessex RFCC, Innes Thompson from ADA and David Thomas from the Middle Level Commissioners. When asked a question David Thomas, your Clerk, took the opportunity to advise of the importance and value of the work being undertaken by WRE and also to point out to Toby Wilson that he absolutely agreed with the sentiments of partnership working and also the key aims of the EA but noted that true partnership working was a two way street and that there were still areas of policy development that ADA were not being involved with sufficiently. Toby accepted that the EA were not perfect and that more work needed to be done on this.

The AGM in the afternoon followed the usual format of recording appointments and electing office holders. It was noted that Robert Caudwell would be coming to the end of the normal Chair's term of office and that this would be reviewed next year. The formalities over a lively question and answer session followed which seemed to work very well and may influence how future conferences are arranged.

b) Annual Conference

That the Annual Conference of the Association of Drainage Authorities will be held in London on Wednesday the 10th November 2021.

RESOLVED

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

c) Meeting of the River Great Ouse Branch

That the Annual Conference of the River Great Ouse branch of the Association was held virtually on Tuesday the 2nd March 2021.

Matters covered were that there was a change in Chairman with Harry Raby stepping down and Marc Heading taking his place. Councillor Doug McMurdo takes on the role of Vice Chairman. This maintains the balance of having upland and lowland members in key roles and also balances council and agricultural ratepayers' interests. John Heading was appointed for another three years on the ADA Board as branch representative. Robert Caudwell gave an update on ADA matters focusing in on progress of the agriculture bill through parliament and the lowland peat initiative which he considers must not negatively impact on livelihoods and the need to produce food for the nation. Next to speak was Brian Stewart who was seeking support for his initiative to create an Ex-Officio post on the FRCC for the sitting Chairman of the Great Ouse branch of ADA (EA nominated post). This was supported unanimously and Marc Heading will take up this new role with immediate effect.

Claire Jouvray and Paul Burrows gave updates on the revenue funding position, which was quite healthy with sources of money found to deliver what had been targeted and on the long-term strategy for the area including the tactical plans which are set to make access to grant in aid smoother than it might otherwise be. A warning was raised that funding may get squeezed as time passes and the financial impact of COVID-19 gets addressed.

Approximately 30 people attended this virtual meeting, which should return to its normal format at Prickwillow Hall next year.

That the date of the next meeting is Tuesday the 1st March 2022.

d) ADA response to publication of EFRA Flooding Inquiry Report

That ADA have responded to the Government EFRA report into the winters flooding, which has the headline conclusion that the lack of clear flood-resilience targets is leaving England at risk of 'playing catch-up' with climate change.

Encouragingly, in addition to recognising these challenges, EFRA have also clearly stated that in light of ever more frequent and severe storms, there is an urgent need to provide long-term funding for the maintenance of existing and new flood defences, to match capital commitment together with a need to examine the mental health impacts of severe flooding, calling for an action plan to address this alongside the economic and physical effects.

ADA's response and the full EFRA report can be found via the following link;
<https://publications.parliament.uk/pa/cm5801/cmselect/cmenvfru/170/170.pdf>

iv) Capital Funding Projects

That at the spring 2020 budget it was announced by Government that they would provide the Environment Agency with a settlement of £5.2 billion for capital funding projects over the next 6 years, from April 2021 to March 2027, to better protect 336,000 properties. This includes both homes and non-residential properties and presents a significant increase over the current 6-year programme. It is noted that the definition of non-residential properties includes shops, businesses, industrial sites, schools, hospitals, etc. and the new arrangements also facilitate funded improvements to habitat and the environment.

In response to this the Environment Agency have issued new partnership funding rules which go alongside this increased funding programme. The new rules are considered critical

to delivering the called for better protection to the target of 336,000 properties, but will also allow:

- updated payments which will now account for inflation and be based on new evidence on the overall impacts of flooding, such as mental health
- increased payments for flood protection schemes which also create a range of environmental benefits
- more funding for flood protection schemes which also protect properties that will later become at risk of flooding due to climate change
- a new risk category which will enable schemes that prevent surface water flooding to qualify for more funding

v) What is Good Governance

That Defra have provided a summary of “What is Good Governance?”:-

- Good governance is about the processes for making and implementing decisions. It’s not about making ‘correct’ decisions, but about the best possible process for making those decisions - and therefore good governance, share several characteristics. All have a positive effect on various aspects of Boards including consultation policies and practices, meeting procedures, service quality protocols, officers’ conduct, role clarification and good working relationships.
- Boards should implement decisions and follow processes that make the best use of the available people, resources and time to ensure the best possible results for their community – and try to serve the needs of the entire community while balancing competing interests in a timely, appropriate and responsive manner. A community’s wellbeing results from all of its members feeling their interests have been considered by Boards in the decision-making process. This means that all groups, particularly the most vulnerable, should have opportunities to participate in the process.
- People should be able to follow and understand the decision-making process. This means that they will be able to clearly see how and why a decision was made – what information, advice and consultation Boards considered, and which legislative requirements (when relevant) Boards followed. This means that decisions are consistent with relevant legislation or common law and are within the powers of the Acts.
- Anyone affected by or interested in a decision should have the opportunity to participate in the process for making that decision. This can happen in several ways – community members may be provided with information, asked for their opinion, given the opportunity to make recommendations or, in some cases, be part of the actual decision-making process.
- Accountability is a fundamental requirement of good governance. Boards have an obligation to report, explain and be answerable for the consequences of decisions it has made on behalf of the community it represents.

vi) Smart Level System/District Wide Telemetry Bid

That a Local Levy Bid has been submitted that appears to have been successful and will offer a contribution of half the cost of installing telemetry at pumping station sites. This will allow early warnings of pump or weedscreen failure and remote operation. Also, as the bid covers all MLC administered IDBs there is scale which will facilitate very competitive rates.

When looking at the cost of telemetry there will be a number of factors that will impact upon cost. We have asked Xylem to put together a table that should cover the upper and lower bounds of all IDB pumping stations (see below). Prior to placing an order a site survey will be undertaken, average cost for this is expected to be in the region of £200. Xylem will then assess what if any control panel modifications will be required to allow telemetry. The other defining factor will be whether there is to be an additional requirement for remote control of the station pumps and set points. The table covers this range.

The costing bands are:

Low	£2000 - £5,000	Minor panel modifications are required, signals are present but need work to the panel to present or make these available to telemetry.
Medium	£5,001 - £24,999	Signals are not present to enable telemetry and panel modifications are quite intensive to bring the panel to a point where a telemetry unit can be installed.
High	£25,000 +	Signals are not present and the panel requires major modifications to give the required signals. Should this option be required it is anticipated that consideration first should be given to replacement of the control panel which would bring more value and longevity. Signals for telemetry could be more easily accommodated in a new panel.

Note all above figures are gross and if the Board resolves to go ahead as part of the Grant funded scheme currently on offer will be discounted 50%.

Note: The telemetry access will be cloud based, increasing the flexibility in access at the appropriate level for staff and District Officers.

Miss Ablett enquired whether the Board wished to be included in the arrangements for telemetry provision.

Mr Lakey reported that when water levels are high and sensors are submerged the pumps switch off which the pump attendants would not be aware of unless they were present at the time. He advised that telemetry would notify the pump attendants if water levels were high or if the pump or automatic weedscreen cleaner had tripped and stopped working.

Miss Ablett advised that this was an opportunity for Boards to have telemetry installed for 50% less than the cost.

Members discussed the options and agreed that a site survey should be undertaken at three of the pumping stations where they considered telemetry would benefit the Board and the pump attendants most.

RESOLVED

That a site survey be carried out at Copalder, Broadalls and Bettys Nose pumping stations and the results be reported at the next meeting of the Board.

vii) Anglia Farmers

Further to minute B.1153(vi), Miss Ablett advised that although the running of the remainder of the Anglia Farmers electricity contract has continued to be monitored it has been difficult to address some of the issues due to the restrictions caused by COVID-19.

In view of this, the Middle Level Commissioners' resolved to remain with Anglia Farmers for a further contract period post 30th September 2021 and to continue to monitor the performance of Anglia Farmers over the new contract period.

Miss Ablett reported that in addition it was proposed that quotes for 'green energy' be included, with a view to moving over to this form of power supply if the cost differential is marginal. Miss Ablett further reported that the need to show that IDBs carbon footprint is being actively managed over future years is expected to increase with the Environment Agency setting themselves the target of being carbon neutral by 2030.

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

RESOLVED

That the Chairman's actions be approved.

vii) Fens Biosphere

Further to minute B.1186, Miss Ablett referred to the leaflet from Cambridgeshire Acre.

viii) Land Registry

That whilst it is a legal requirement for land occupiers to notify the Board of any change of occupation, including releasing contact details for the new occupiers, on many occasions this does not occur and time is spent trying to determine who the new occupier is. When the normal avenues fail to deliver any meaningful information we now use our Land Registry account to gain details of the current land owner. The costs of making an application via this method are small (currently £6) but obviously this will show up on the Board accounts, hence the need to draw this new way of working to the Boards attention.

ix) National Drainage Show & Floodex 2021

That the National Drainage Show & Floodex 2021 will be held at ExCel, London on the 9th and 10th November 2021.

B.1220 Consulting Engineers' Report, including planning and consenting matters

The Board considered the Report of the Consulting Engineers.

Mr Lakey reported on the works carried out last year.

Miss Ablett reported that the Consulting Engineer had advised that the pump at Benwick Mere pumping station had not been inspected since 1987 and could be seriously corroded. She advised that in order to inspect the pump it would be necessary to dam off the wet well, or the pump could be removed for an overhaul as a matter of course.

Miss Ablett enquired whether the Board wished to take any action.

Members discussed the likely cost of repair and the potential cost of an overhaul and agreed that assuming the need to replace the bolts was not urgent and, in view of the time that had elapsed since the last pump inspection, a quotation should be requested for an overhaul of the pump so the cost could be compared to that of the repair.

The Chairman reported that the inlet slacker at Benwick Mere Pumping station was no longer operational and was in need of repair. Members agreed this should be investigated further and requested the Consulting Engineer contacts both the Chairman and Vice Chairman to discuss further and for them to decide upon a way forward.

Miss Ablett referred to the Consulting Engineer's comment regarding a build-up of debris inside the wet well at Broadalls pumping station and that in order to remove it the only option would be to dam off and de-water the wet well. The Engineer had also advised that this problem could affect the warranty on the new pump when fitted.

Miss Ablett reported the cost of removing the debris would be in the region of £5,000 and this expense had been provided in the budget for 2021-2022.

Members agreed the debris should be removed.

Miss Ablett reported that the pump bolts at Ramsey Mere pumping station were starting to show signs of significant corrosion and should be replaced no later than 2023. The Consulting Engineer had estimated the costs would be in the region of £7,000 and this expenditure had been included in the Board's capital programme for the Board to consider.

Miss Ablett referred to the information regarding the Tactical Plan for the Fens and the maximum eligible grant for each pumping station.

She advised that should the Board wish to apply for funding a business case would be required, the cost of which would be met by the Board. However, if a grant-in-aid bid was successful and fully funded, the fees would be included in the application.

RESOLVED

i) That the Report and the actions referred to therein be approved.

ii) Weed Control and Drain Maintenance

That the works referred to in the Report be undertaken.

iii) Benwick Mere Pumping Station

a) That the Consulting Engineer obtain a quotation for an overhaul of the pump.

- b) That the Consulting Engineer contact the Chairman and Vice Chairman regarding the repair of the inlet slacker and they be authorised to take action as may be necessary.
- iv) That the Consulting Engineer arrange for the removal of the debris from the wet well at Broadalls pumping station
- v) That the Consulting Engineer source a new contractor to undertake the grass cutting at all pumping stations, advise the Chairman and the Chairman be authorised to make a decision on behalf of the Board.

(NB) – The Vice Chairman declared an interest in the planning application (MLC Ref No. 318) received from J A Caton and Sons.

B.1221 Capital Improvement Programme

Members considered the Board's future capital improvement programme.

Miss Ablett advised Members that it would appear the Board was currently reacting to circumstances rather than taking a pro-active approach and in view of the number of pumping stations it has, it may wish to consider having an asset appraisal and forecasts to develop a more accurate programme for planning for future expenditure.

After discussion Members agreed an asset appraisal and forecasts would be beneficial to the Board.

RESOLVED

- i) That the Capital Programme be approved in principle and kept under review.
- ii) That an asset appraisal be undertaken and forecasts prepared for each of the pumping stations for consideration at the next meeting of the Board.

B.1222 District Officer's Report

The District Officer referred to the Consulting Engineer's Report which had covered most areas.

He reported that it had been a difficult job during the significant rainfall event over the Christmas period but he was pleased with how the Board managed the system.

He expressed his thanks to all the Board's pump attendants and the Middle Level Commissioners' engineers who all worked extremely hard and were of huge assistance during this challenging time.

RESOLVED

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

B.1223 Conservation Officer's Newsletter and BAP Report

Miss Ablett referred to the Conservation Officer's Newsletter, dated December 2020, previously circulated to Members.

Members considered and approved the most recent BAP report.

B.1224 District Officer's Honorarium and Pumping Station duties

- a) The Board gave consideration to the District Officer's Honorarium for 2021/2022.
- b) The Board gave consideration to the payment in respect of pumping station duties for 2021/2022.

RESOLVED

- i) That Mr D Caton be appointed as District Officer and that the Board agree that the sum of £545.00 be allowed for the District Officer's honorarium for 2021/2022.
- ii) That the Board agree that the District Officer be allowed the sum of £435.00 for undertaking health and safety duties for 2021/2022.
- iii) That the Board agree that the sum of £3,270.00 (£545 per station) be allowed for the provision of pumping station duties for 2021/2022.

(NB) – The District Officer and Mr Few declared financial interests when this item was discussed.

B.1225 State-aided Schemes

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

RESOLVED

That no proposals be formulated at the present time.

B.1226 Environment Agency – Precepts

Mis Ablett reported that the Environment Agency had issued the precept for 2021/2022 in the sum of £8,421.00 (the precept for 2020/2021 being £8,421.00).

B.1227 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

Miss Ablett reported that the sum of £189.78 (£589.60 less £399.82 paid on account) (inclusive of supervision) had been received from the Environment Agency based on the Board's actual expenditure on maintenance work for the financial year 2019/2020 together with the sum of £393.10 in respect of 80% of the Board's estimated expenditure for the financial year 2020/2021.

B.1228 Association of Drainage Authorities
Subscriptions

Miss Ablett reported that the Clerk had been advised that subscriptions for 2021 will remain unchanged at £642.

RESOLVED

That the requested ADA subscription for 2021 be paid.

B.1229 Determination of annual value for rating purposes

The Board considered the recommendation for the determination of annual value for rating purposes.

RESOLVED

- i) That the determination recommended be adopted by the Board.
- ii) That the Clerk be empowered to serve notices and to take such other action as may be necessary to comply with statutory requirements.
- iii) That the Chairman and the Clerk be empowered to authorise appropriate action on behalf of the Board in connection with any appeal against the determination.

B.1230 Rate arrears

Consideration was given to writing off rate arrears amounting to £60.12.

RESOLVED

That the arrears be written off.

B.1231 Contribution from Developer

With reference to minute B.181, Miss Ablett reported that a contribution towards the cost of dealing with the increased flow or volume of surface water run-off and treated effluent volume had been received.

B.1232 Health and Safety

Further to minute B.1197(a), the District Officer referred to the report received from Cope Safety Management following their visit to the District on the 19th May 2021 and confirmed that they were satisfied with most areas. He advised that the works outstanding related to the requirement for warning signage at all pumping stations, together with the installation of safety rails and toeboard at Ramsey Mere and Benwick Mere pumping stations.

The District Officer suggested that the Consulting Engineer be instructed to arrange for the necessary works to be carried out and this was agreed by Members.

RESOLVED

That the Consulting Engineer arrange for all Health and Safety works highlighted in Cope Safety Management's report to be completed.

B.1233 Special Circumstance Policy on Tendering

Miss Ablett referred to the policy that had been produced and advised Members that there had been issues for some IDBs during the COVID-19 pandemic in respect to meeting their normal policy on numbers of valid tenders or quotations. It was intended that this policy would only apply in special conditions such as these and that to invoke the policy the Chairman would need to record what the special circumstance was before it could be used.

RESOLVED

That the Board formally adopt this policy.

B.1234 Completion of the Annual Accounts and Annual Return of the Board – 2019/2020

- a) The Board considered and approved the comments of the Auditors on the Annual Return for the year ended on the 31st March 2020.
- b) The Board considered and approved the Audit Report of the Internal Auditor for the year ended on the 31st March 2020.

B.1235 Defra IDB1 Returns

Miss Ablett referred to the completed IDB1 form for 2019/2020 which the Board noted and approved.

B.1236 Budgeting

Miss Ablett referred to the budget comparison of the forecast out-turn and the actual out-turn for the financial year ending 31st March 2021.

B.1237 Review of Internal Controls and appointment of Internal Auditor

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

Miss Ablett advised that their Internal Auditor, Whiting & Partners, were in the third year of a three year contract and that normally we would be tendering for this work at this stage. However, with COVID-19 the Middle Level Commissioners had approached Whiting & Partners and asked if they would be prepared to continue into a fourth year on the same terms. They had agreed. It was also being proposed 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 the 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.1238 Risk Management Assessment

- a) The Board considered and expressed satisfaction with their current Risk Management Policy.
- b) The Board considered and approved the insured value of their buildings.

B.1239 Exercise of Public Rights

Miss Ablett referred to the publishing of the Notice of Public Rights and publication of unaudited Annual Return, Statement of Accounts, Annual Governance Statement and the Notice of Conclusion of the Audit and right to inspect the Annual Return.

B.1240 Annual Governance Statement – 2020/2021

The Board considered and approved the Annual Governance Statement for the year ended on the 31st March 2021.

RESOLVED

That the Vice Chairman be authorised to sign the Annual Governance Statement, on behalf of the Board, for the financial year ending 31st March 2021.

B.1241 Payments

The Board considered and approved payments amounting to £149,634.85 which had been made during the financial year 2020/2021.

(NB) – The District Officer declared an interest in the payment made to J A Caton & Son.

(NB) – Mr Few declared an interest in the payment made to him.

B.1242 Annual Accounts of the Board – 2020/2021

The Board considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31st March 2021 as required in the Audit Regulations.

RESOLVED

That the Chairman be authorised to sign the Return, on behalf of the Board, for the financial year ending 31st March 2021.

B.1243 Expenditure estimates and special levy and drainage rate requirements 2021/2022

The Board considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2021/2022 and were informed by Miss Ablett that under the Land Drainage Act 1991 the proportions of their net expenditure to be met by drainage rates on agricultural hereditaments and by special levy on local billing authorities would be respectively 68.43% and 31.57%.

RESOLVED

- i) That the estimates be approved.
- ii) That a total sum of £85,661 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 £58,617 and £27,044 respectively.
- iv) That a rate of 16.70p in the £ be laid and assessed on Agricultural hereditaments in the District.
- v)
 - a) That a Special levy of £25,000 be made and issued to Fenland District Council for the purpose of meeting such expenditure.
 - b) That a Special levy of £2,044 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 levies referred to in resolution (v).
- vii) That the Clerk be authorised to recover all unpaid rates and levies by such statutory powers as may be available.

B.1244 Display of rate notice

RESOLVED

That notice of the rate be affixed within the District in accordance with Section 48(3)(a) of the Land Drainage Act 1991.

B.1245 Date of next Meeting

RESOLVED

That the next Meeting of the Board be held on Monday the 13th June 2022 at Ramsey Golf Club.

Benwick Internal Drainage Board

Capital Improvement Programme (2022/2023)

Broadalls 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	0.0	2.5	0.0	30.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	32.5
	Pumping station automatic weedscreen cleaning equipmet	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 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	0.0	15.0	15.0
Copalder 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	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0	20.0
	Pumping station automatic weedscreen cleaning equipmet	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 Control building refurbishment/replacement	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0	10.0
	Pumping station compound/surrounds improvements	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0	10.0
Ramsey Mere 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	0.0	0.0	0.0	7.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0	27.0
	Pumping station automatic weedscreen cleaning equipmet	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 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	0.0	0.0	0.0	0.0	0.0	10.0	0.0	0.0	0.0	10.0
Drainage Channels														
	Refurbishment of inlets/outfalls	3	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	7.0
		0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
		3	8.0	95	52	0	0	0	0	10	0	0	225	393

No engineers asset appraisal report

No submissions made on PAFS 2020 forecast

Benwick 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.

Benwick 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. If unsure, please contact the Conservation Officer regardless.

Water vole signs observed at several locations along Four Hundred Drove drain in May 2022.

Mink

Two mink were recorded in the vicinity of the district in the reporting period – one as roadkill on the Forty Foot Bank in September 2021 another trapped at Ramsey Hollow in November 2021. A full summary of the region-

wide project to date is available in the December 2021 Natural Level; report any sightings to the CO.

Other species/issues

The CO was approached by a community group in Benwick village to provide advice on wildlife-friendly management of the churchyard and a 'wildlife trail'. Some excellent resources for the community here and potential for further engagement.



Left: otter spraint on a culvert in Benwick IDB; right: good habitat for nesting birds along Four Hundred Drove – maintain the management regime.

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.~~

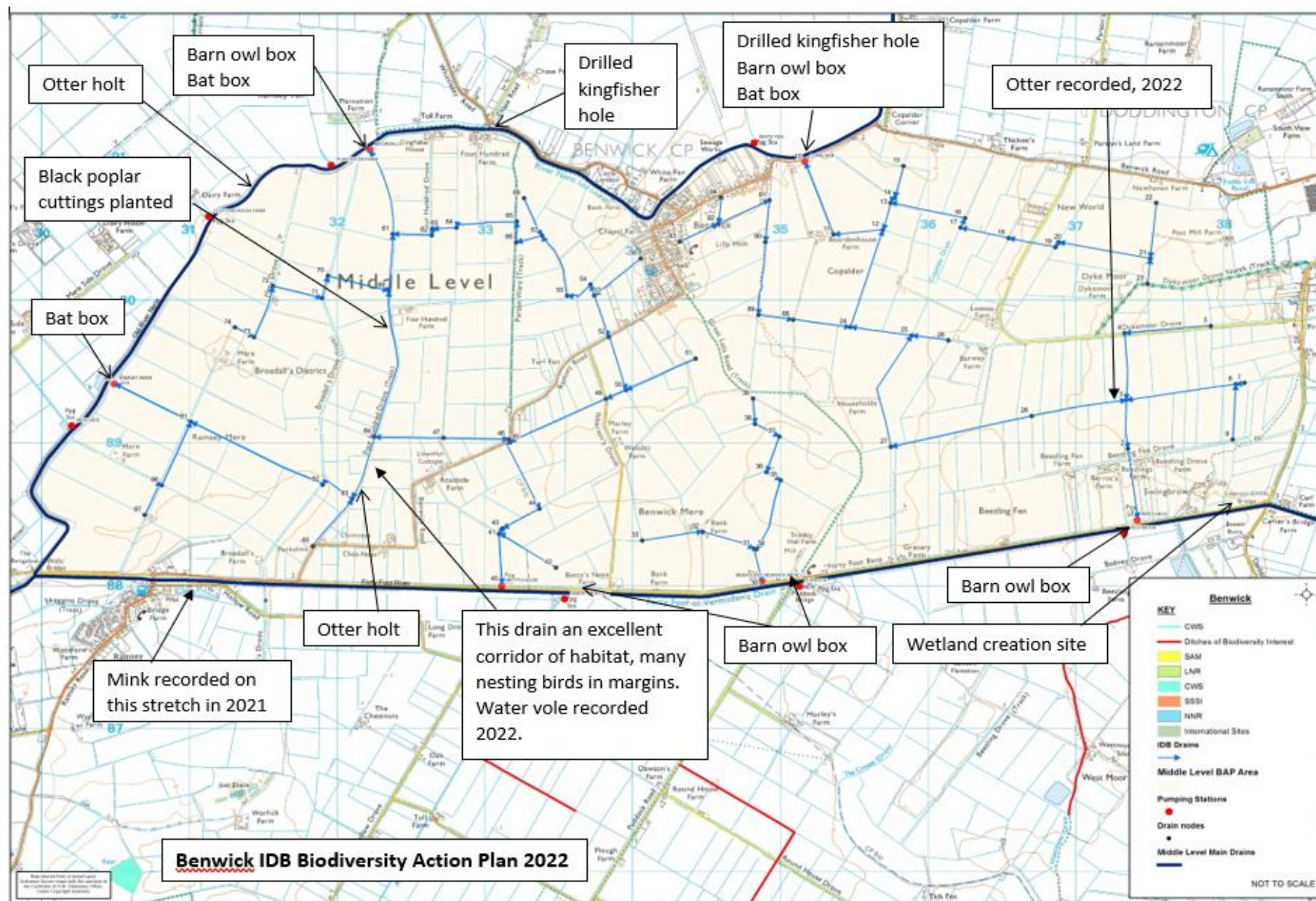
The culmination of our Floating Pennywort awareness project, this training morning will provide an up-to-date summary of invasive species, both flora and fauna, to look out for in the Middle Level. Guest speakers: Cliff Carson and Mike Foley. *This event has passed but the CO is happy to discuss or share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

This training will be led by Julia Massey CEnv MCIEEM a Principal Ecologist with many years of experience working with water voles in the fens. It will cover the key elements of the species' ecology and how it relates to the work of IDBs. Joining instructions to be sent shortly.

Peter Beckenham, Conservation Officer for Middle Level Commissioners

IDB Map 2021-22



Benwick 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 Benwick Internal Drainage Board for the year ended 31st March 2021 has been completed and the accounts have been published.

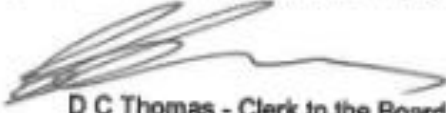
2 The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Benwick Internal Drainage Board on application to:

The Clerk
Benwick 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:

6th September 2021

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

BENWICK 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			This means that this authority:
	Yes	No	N/A	
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.
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.	Yes	No	N/A	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:

07/06/2021

and recorded as minute reference:

B.1241

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

Chairman

M. O'Brien

Clerk

A. Smith

WWW.MIDDLELEVEL.GOV.UK

Section 2 – Accounting Statements 2020/21 for

BENWICK INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	292,811	235,370	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	85,345	85,295	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	2,632	3,032	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	14,858	14,858	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	130,560	122,403	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	235,370	188,431	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	256,924	212,550	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	3,710,719	3,710,719	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	78,536	65,162	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	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

18 May 2021

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

07/06/2021

as recorded in minute reference:

B.1243

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

m. G. G. G.

Section 3 – External Auditor Report and Certificate 2020/21

In respect of **BENWICK INTERNAL DRAINAGE BOARD – DB0007**

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

05/09/2021

¹ 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)

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.

PARTNERS

Mark N Haydon CA
James D Cater FCA
Christopher D Ridgeon FCCA

Andrew P Winearls FCA
Ian G C Piper FCA
Barbara Nicholas CTA

Andrew R Band FCA
Trina J Nunn FCA
Kelth J Day FCCA

Amanda E Newman FCA
Paul M Jefferson ACA
Jonathan P Moore ACCA

ASSOCIATES

Richard A Alecock ATT
Stephen D Malkin ACA
Ben Beech ACA

Scott R Bishop FCA
Nicholas Edgley CTA
Hannah R Wisbey ACA

PRACTICE MANAGER

Janet S Frostick

Whitings LLP is a limited liability partnership registered in England and Wales, number OC435038. The above listed Partners and Whitings Capital Ltd are the members of Whitings LLP. The registered office is: Greenwood House, Greenwood Court, Skyliner Way, Bury St Edmunds, Suffolk, IP32 7GY. Registered to carry on audit work in the UK; regulated for a range of investment business activities; and licensed to carry out the reserved legal activity of non-contentious probate in England and Wales by the Institute of Chartered Accountants in England and Wales.

BURY ST EDMUNDS | ELY | KING'S LYNN | MARCH | MILDENHALL | PETERBOROUGH | RAMSEY | ST IVES | ST NEOTS | WISBECH

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 process 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 Whittings 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 Whittings LLP; these are available on our new and improved website www.whittingsllp.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,

A handwritten signature in blue ink that reads "Whittings LLP". The signature is written in a cursive, slightly stylized font. It is contained within a light blue rectangular box that has a thin border.

Whittings LLP



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 £.

BENWICK 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. FENLAND DISTRICT COUNCIL	25,000
2. HUNTINGDONSHIRE DISTRICT COUNCIL	2,044
3.	
4.	
5.	
6.	
7.	
8.	
Total	27,044

Section A – Financial information (continued)

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		58,677
2. Special Levies		26,618
3. Higher Land Water Contributions from the Environment Agency		564
4. Contributions received from developers/other beneficiaries		988
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		300
10. Rents and Acknowledgements		1,000
11. Other Income		180
Total income		88,327
EXPENDITURE		
12. New Works and Improvement Works		30,900
13. Total precept to the Environment Agency		8,421
14. Watercourse maintenance		43,510
15. Pumping Stations, Sluices and Water level control structures		28,203
16. Administration		10,810
17. PSCAs		0
18. Rechargeable Works		0
19. Finance Charges		14,858
20. SSSIs		0
21. IDB Biodiversity and conservation (other than item 20 expenditure)		350
22. Other Expenditure		214
Total expenditure		137,266

EXCEPTIONAL ITEMS		
23. Profits/(losses) arising from the disposal of fixed assets		0
Net Operating Surplus/(Deficit) for the year		(48,939)
24. Developers Funds income not applied in year		10,932
25. Grant income not applied in year		7,415

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)?.....

07/06/2021

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?

29

How many pumping stations does the Board operate?

6

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

3.27 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?	16
Seats available to appointed members under the Land Drainage Act 1991.	5
Number of elected members on the board at year end.	11
Number of appointed members on the board at year end.	5
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.	4

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?

0.38%

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.

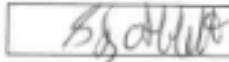
With regard to elections, under Schedule 1 of the Land Drainage Act 1991, elected members should hold office for three years, at which point a further election is held. When elections are held, they should comply with the requirements under Regulation 28 of the Land Drainage (Election of Drainage Boards)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

Section C – Declaration

BENWICK INTERNAL DRAINAGE BOARD

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

Signature



Date

27/09/2021

Name in BLOCK LETTERS

MISS SAMANTHA ABLETT

Designation

ASSISTANT TREASURER

Email address

Sam.ablett@middlelevel.gov.uk

BENWICK INTERNAL DRAINAGE BOARD
BUDGET MONITORING 2021/2022

	Estimated 2021/2022	Actual to 31.12.21	Forecast to 31.03.2022
1 Rates and Insurances	2,800	2,576	2,650
2 Repairs and renewals	9,500	7,713	9,500
3 Drainworks (including Environmental measures)	40,750	39,581	48,500
4 Fuel	8,000	2,938	8,000
5 Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, Association of Drainage Authorities subscriptions etc	11,000	3,983	10,900
6 Loan Charges - Loan 1	0	0	0
Loan 2	0	0	0
Loan 3	8,804	8,804	8,804
7 Environment Agency - Precept	8,421	8,421	8,421
8 Improvement works Pumping stations	15,500	0	15,500
9 Improvement works - watercourses	0	0	0
10 Capital Reserve Fund	10,259	7,695	10,259
	115,034	81,712	122,534
LESS Deposit Accounts interest, rents etc	0		
	29,373	18,026	33,409
85,661	85,661	63,686	89,125
Rate requirement	16.70 p		17.38 p
Rate set	16.70 p	85,295	

Drainworks:	
Budget includes installation of Inlet - Broadalls p/s	12,000
- Actual costs	15,985
Provision for works to budget allocation	3,000
- Forecast made to budget provision	

- Provisions made per budget	
Broadalls pump installation	9,500
Clear out wet well - Broadalls p/s	5,000
Inspection of rising main - benwick Mere p/s	1,000

Includes funding:	
Capital fund - Improvement works	15,500
Balances - installation of Inlet	15,985

BENWICK IDB**INSURED VALUE OF FIXED ASSETS****PUMPING STATIONS**

As At
31st March 2022

BEEZLINGS PUMPING STATION	654,550.00
BENWICK MERE PUMPING STATION	582,700.00
BETTYS NOSE PUMPING STATION	669,755.00
BROADHALLS PUMPING STATION	611,350.00
COPALDER PUMPING STATION	862,125.00
RAMSEY MERE PUMPING STATION	542,720.00
	3,923,200.00

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

BENWICK 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 2022, that:

	Agreed		‘Yes’ means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
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.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority’s accounts.</i>
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.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
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.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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.	Yes	No	N/A
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

*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:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

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

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE ADDRESS
WWW.MIDDLELEVEL.GOV.UK

BENWICK INTERNAL DRAINAGE BOARD

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

Middle Level Commissioners - Grass seed bank revetment works at Broadalls pump drain	680.55
Middle Level Commissioners - Fees (Weed control and drain maintenance 2020/21, planning and development applications)	2,377.50
Middle Level Commissioners - Repair fence at Copalder pumping station	554.58
Middle Level Commissioners - Administration charge, postages, telephone charges, stationery and Health and Safety contract	5,598.53
Middle Level Commissioners - Repairs to panel at Bettys Nose pumping station	43.86
B J Plant Hire Ltd - Bank revetment works and drain maintenance	9,972.00
Middle Level Commissioners - Supply and fill automatic weedscreen cleaner with oil - Broadalls pumping station	186.36
Environment Agency - Precept	4,210.40
Middle Level Commissioners - Preparation of Highland Water claims	22.98
Public Works Loan - Loan Repayment	4,402.04
Countrywise Conservation - Grass cutting at pumping stations	504.00
Association of Drainage Authorities - Subscription 2021	770.40
Countrywise Conservation - Grass cutting at pumping stations	504.00
Middle Level Commissioners - Manufacture and fit serial plate to automatic weedscreen cleaner at Broadalls pumping station	94.51
Middle Level Commissioners - Installation of division dam at Point 85	726.87
Middle Level Commissioners - Installation of culvert access steps at Point 14	1,660.05
Middle Level Commissioners - Supply replacement inlet at Broadalls pumping station (Account from JKH Drainage)	4,351.20
Middle Level Commissioners - Installation of new ultrasonic cable and controller at Ramsey Mere pumping station	851.28
Middle Level Commissioners - Renewal of insurances	2,685.87
Middle Level Commissioners - Administration charge, postages and telephone charges	4,229.35
Middle Level Commissioners - Fees (Production of Board report, planning and development applications)	747.35
Tim Fisher Landscape Services - Grass cutting at pumping stations	252.00
G Ashman - Flail mowing	2,940.00
Environment Agency - Precept	4,210.39
PKF Littlejohns LLP - Audit Fee (2020-2021 accounts)	480.00
G Ashman - Flail mowing	860.00
C J Mottram & Sons Ltd - Refund of rates	945.78
Bank charges (Refunded)	3.00
Middle Level Commissioners - Internal audit fees (Whiting & Partners, 2020-2021 accounts)	927.00
Middle Level Commissioners - Fees (Work in connection with the provision of information request relating to the purchase of land at Crawdam & Thickers Farm, planning and development applications)	270.00
Middle Level Commissioners - Clearing of birds nest from automatic weedscreen cleaner and repairs to brake wiring at Bettys Nose pumping station	259.27
Middle Level Commissioners - Site visit to Beezlings pumping station with UK Power Network to trace supply fault	284.60
B J Plant Hire Ltd - Programmed machine cleansing	15,096.00
Tim Fisher Landscape Services - Grass cutting at pumping stations	252.00
R Dring - Pumping station duties (Copalder pumping station)	545.00
Middle Level Commissioners - Repairs to automatic weedscreen cleaner - Copalder pumping station	392.24
Middle Level Commissioners - Remedial health & safety works at Benwick Mere Pumping station	141.46
Public Works Loan - Loan Repayment	4,402.04
R G Few - Pumping station duties (Beezlings pumping station)	545.00
Middle Level Commissioners - Chemical weed control of District drains	1,342.87
B J Plant Hire Ltd - Assistance with inlet installation and dewatering at Broadalls pumping station	5,277.07
N G Thacker - Pumping station duties (Betty's Nose pumping station)	545.00

J M Moulding - Pumping station duties (Broadalls and Ramsey Mere pumping stations)	1,272.00
Information Commissioner - Data Protection Registration renewal	40.00
Association of Drainage Authorities (River Great Ouse branch) - Subscription 2021-2022	30.00
Middle Level Commissioners - Preparation of Highland Water claims	38.52
J A Caton & Son - District Officer's fee and pumping station duties for 2020-2021 and 2021-2022	3,610.80
Middle Level Commissioners - Health and Safety re-charges for 2021-2022	720.00
Middle Level Commissioners - Contribution (Environmental Officer)	352.50
Middle Level Commissioners - Fees (Planning and development applications)	77.10
Middle Level Commissioners - Administration charge, postages, telephone charges and stationery	5,456.20
Middle Level Commissioners - Repairs to automatic weedscreen cleaner - Bettys Nose pumping station	260.87
Middle Level Commissioners - Replacement inlet and dewater pump sump	9,554.24
Middle Level Commissioners - Repairs to automatic weedscreen cleaner - Broadalls pumping station	77.64
Middle Level Commissioners - Repairs to pump - Copalder pumping station	216.64
Middle Level Commissioners - Culvert pull through at Reach 25 to 26, together with piling works and grass seeding at Reach 69 to 70	1,914.38
Middle Level Commissioners - Pumping station maintenance (Bettys Nose pumping station)	808.64
Middle Level Commissioners - Pumping station maintenance (Beezlings pumping station)	1,236.64
Middle Level Commissioners - Pumping station maintenance (Benwick Mere pumping station)	617.84
Middle Level Commissioners - Pumping station maintenance (Broadalls pumping station)	884.16
Middle Level Commissioners - Pumping station maintenance (Copalder pumping station)	884.16
Middle Level Commissioners - Pumping station maintenance (Ramsey Mere pumping station)	2,220.72
Anglia Farmers Ltd - Electricity supply (Bettys Nose pumping station)	1,299.93
Anglia Farmers Ltd - Electricity supply (Beezlings pumping station)	735.71
Anglia Farmers Ltd - Electricity supply (Benwick Mere pumping station)	976.83
Anglia Farmers Ltd - Electricity supply (Broadalls pumping station)	566.75
Anglia Farmers Ltd - Electricity supply (Copalder pumping station)	882.62
Anglia Farmers Ltd - Electricity supply (Ramsey Mere pumping station)	306.67
Anglia Farmers Ltd - Electricity metering charges - (Copalder pumping station)	212.02
Anglia Farmers Ltd - Electricity metering charges - (Broadalls pumping station)	212.03
Anglia Farmers Ltd - Electricity metering charges - (Bettys Nose pumping station)	212.02
Anglia Farmers Ltd - Electricity metering charges - (Bettys Nose pumping station)	111.24
Anglia Farmers Ltd - Electricity metering charges - (Bettys Nose pumping station)	111.24
Anglia Farmers Ltd - Electricity metering charges - (Bettys Nose pumping station)	111.24
Anglia Farmers Ltd - Electricity metering charges - (Bettys Nose pumping station)	111.24
Anglia Farmers Ltd - Electricity data collection charges - (Copalder pumping station)	119.37
Anglia Farmers Ltd - Electricity data collection charges - (Broadalls pumping station)	119.37
Anglia Farmers Ltd - Electricity data collection charges - (Bettys Nose pumping station)	119.37
	<u><u>121,513.86</u></u>

(NB - Amounts shown include Value Added Tax)

BENWICK INTERNAL DRAINAGE BOARD
ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022
GENERAL FUND

2022				2021		
Mar-31	Expenditure during the year:-			Apr-01	Balance brought forward	135,089.15
	Precept		8,420.79	2022		
	Rates & Insurances	2,576.27		Mar-31		
	Repairs & Renewals	9,130.77			Rate income & Special levies	85,600.99
	Fuel	8,314.24			Interest on Deposit Accounts	7.10
	Drainworks	27,585.26			Rents - Land	1,000.00
	Planning & Development Fees	961.04			Highland Water contributions -	545.48
	Administration charge, Audit fee,				Consents	100.00
	printing, stationery, advertising etc	10,572.29	59,139.87			
					Development Charges Account -	
	Public Works Loan Repayment -				Maintenance	550.00
	Principal	7,627.36				
	Interest	1,176.72	8,804.08			
	To Improvement Works:				By Future works account	
	Broadalls Inlets	12,979.16			Broadalls p/s pump replacement	3,006.27
	Broadalls Pump	3,006.27	15,985.43			
	Future Works Account - Rates raised 2p		10,259.00			
	Balance carried forward		123,289.82			
			225,898.99			225,898.99

BALANCE SHEET
Capital Section

<u>Liabilities</u>			<u>Assets</u>		
Capital Provisions	3,645,556.24		Freehold Land	32,400.00	
Public Works Loan Board -			Pumping Stations (Valuation)	3,678,318.69	
Loan outstanding	65,162.45				
		3,710,718.69			3,710,718.69

Revenue Section

General Fund	123,289.82		Ratepayers' Account - Arrears	691.36	
Development Charges Account	10,682.66		Value added Tax - Refunds due	3,002.97	
Future Works Account	31,417.51				
Commutation Fund (Doddington Road Culvert/Point 94)	16,246.95		Balance in hand -		
Sundry Creditors	9,124.87		Barclays - Treasurer's Account	193,460.05	
E. A. Grant-in-Aid (Creditor)	7,414.75		National Savings - Treasurer's Account	1,022.18	194,482.23
		3,908,895.25			3,908,895.25

Benwick Internal Drainage Board

Summary of Bank Reconciliations as at 31st March 2022

Treasurers Account 2021/2022

1st April 2021		31st March 2022	
Balance brought forward	211,527.49	Payments made during the year	121,513.86
31st March 2022			
Receipts during the year			
Clerk's collection account	103,436.73		
Interest on deposit accounts	<u>9.69</u>	Balance carried forward	193,460.05
	<u>314,973.91</u>		<u>314,973.91</u>

National Savings - Treasurers Account 2021/2022

1st April 2021		31st March 2022	
Balance brought forward	1,022.08	Payments made during the year	0.00
31st March 2022			
Interest on deposit accounts	0.10	Balance carried forward	1,022.18
	<u>1,022.18</u>		<u>1,022.18</u>

Barclays Bank PLC

Clients Premium Account

Balance per Statement as at 31st March 2022	193,460.05
Less unpresented cheques	0.00
Add outstanding lodgements	0.00
Balance per Trial Balance	<u>193,460.05</u>

Cash balances as at 31st March 2022

Barclays Bank PLC

Clients Premium Account	193,460.05
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National Savings

Investment Account per passbook	1,022.18
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<u>Total reconciled cash balances per accounts</u>	<u>194,482.23</u>
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Section 2 – Accounting Statements 2021/22 for

BENWICK INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
1. Balances brought forward	235,370	186,431	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	85,295	85,601	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	3,032	1,955	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	14,858	8,804	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	122,408	83,546	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	186,431	181,637	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	212,550	194,482	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	3,710,719	3,710,719	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	65,162	57,535	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
			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 2022 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

SIGNATURE REQUIRED

Date

16th May 2022

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

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

Benwick IDB
Reconciliation between statement of accounts and Annual Return
Financial year ended 31st March 2022

			Per Annual Return
Line 1	Balances brought forward		
	General Fund	135,089.15	
	Development charges account	10,932.09	
	Future works	24,163.51	
	Commutation fund	16,246.10	
	Asset Replacement fund	0.00	
		186,430.85	186,431
Line 2	Rates and Special Levies		
	Agricultural rates	58,617.11	
	Special Levies	27,044.00	
	Penalty	0.00	
	Costs	0.00	
	Write-off	-60.12	
		85,600.99	85,601
Line 3	Total other receipts		
	Interest		
	General fund	7.10	
	Development charges account	0.57	
	Future works	1.27	
	Commutation fund	0.85	
	Rent	1,000.00	
	Highland Water	545.48	
	Consents	100.00	
	Discharge Consent Contribution	300.00	
		1,955.27	1,955
Line 4	Staff costs		
	Wages/salaries	0.00	
	National insurance contributions	0.00	
	Pension costs	0.00	
	Travelling expenses	0.00	
		0.00	0
Line 5	Loan repayments		
	PWLB - Principal	7,627.36	
	PWLB - Interest	1,176.72	
		8,804.08	8,804
Line 6	All other payments		
	Precept	8,420.79	
	Rates, insurances, telephones	2,576.27	
	Repairs and renewals	9,130.77	
	Fuel	8,314.24	
	Drainworks	27,585.26	
	Administration	10,572.29	
	Improvement Work	15,985.43	
	Planning Fees	961.04	
		83,546.09	83,546
Line 7	Balances carried forward		
	General Fund	123,289.82	
	Development charges account	10,682.66	
	Future works	31,417.51	
	Commutation fund	16,246.95	
		181,636.94	181,637
Reconciliation			
Line 1 + Line 2 + Line 3 - Line 4 - Line 5 - Line 6		181,636.94	
Balances carried forward			
Per Annual return			0.00

BENWICK INTERNAL DRAINAGE BOARD
BUDGET 2022/2023

	<u>Estimated 2021/2022</u>	<u>Actual 2021/2022</u>	<u>Budget 2022/2023</u>
1 Rates and insurances	2,800	2,576	2,750
2 Repairs and renewals	9,500	9,131	10,750 ^A
3 Drainworks (including Environmental measures)	40,750	41,525 ^B	29,500 ^C
4 Fuel	8,000	8,314	11,150 ^D
5 Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, Association of Drainage Authorities subscriptions etc	11,000 ^E	10,572 ^E	11,250 ^E
6 Loan Charges -			
Loan 1	0	0	0
Loan 2	0	0	0
Loan 3	8,804 ^F	8,804 ^F	8,804 ^F
7 Environment Agency - Precept	8,421	8,421	8,589
8 Improvement works Pumping stations	15,500	3,006 ^G	8,000 ^H
9 Improvement works - watercourses	0	0	0
10 Capital Reserve Fund	10,259	10,259	10,316 ^I
	115,034	102,609	101,109
LESS Deposit Accounts interest, rents etc	0		
	29,373	18,188 ^J	9,812 ^K
85,661	85,661	84,421	91,298
Rate requirement			17.70 p
Rate set	16.70 p	85,600	
General Fund Open Balance	135,089	135,089	123,290
Rates Raised	85,661	85,601	91,298
Net Expendituure	85,661	84,421	91,298
use of balances	-12,000	-12,979	0
Closing Balance	<u>123,089</u>	<u>123,290</u>	<u>123,290</u>

5 Year Forecast (Estimated only)				
<u>Estimated 2023/24</u>	<u>Estimated 2024/25</u>	<u>Estimated 2025/26</u>	<u>Estimated 2026/27</u>	<u>Estimated 2027/28</u>
2,900	3,050	3,200	3,350	3,500
9,500	9,500	9,750	9,750	10,000
24,500	31,600	26,250	26,500	24,500
11,750	12,500	13,250	14,000	14,750
11,350	11,450	11,550	11,650	11,750
0	0	0	0	0
0	0	0	0	0
8,804	8,804	8,804	8,804	8,804
8,760	8,936	9,115	9,297	9,483
0	0	0	0	0
0	0	0	0	0
10,316	10,316	10,316	10,316	10,316
87,880	96,156	92,235	93,667	93,103
2,200	2,200	2,200	2,200	2,200
85,680	93,956	90,035	91,467	90,903
0.1661	0.1822	0.1746	0.1773	0.1762

Notes to the budget, 2022/2023

66

Benwick Internal Drainage Board

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 - 67.97%
- b) Proportion to be borne by Special levies issued to Councils:-
 - Fenland District Council - 29.66%
 - Huntingdonshire District Council - 2.37%
 - 32.03%

The product of a rate of 1p in the £ on Agricultural land and buildings is £3,506.

In 2022/2023 a rate of 1p together with corresponding Special levies would raise £5,158.

Revenue cash balance in hand on 31st March 2022 - £123,290.

The estimated net expenditure for the Boards Revenue and Capital Programmes in 2022/2023 is £91,298 and equivalent to:-

- a) a rate in the £ on Agricultural land and buildings of 17.70p
- b) a Special levy on Fenland District Council of £27,078 and
- c) a Special levy on Huntingdonshire District Council of £2,166

In 2021/2022 a rate of 16.70p in the £ was raised together with a Special levy of £25,000 on Fenland District Council and a Special levy of £2,044 on Huntingdonshire District Council.

Members should give consideration to the current level of balances, possible use of balances in the current year, to possible future expenditure and the appropriate level of balances required, when setting the rate, taking into account balances reduced by £11,799 in 2021/2022.

D C THOMAS

Clerk of the Board

May 2022