CONINGTON AND HOLME INTERNAL DRAINAGE BOARD

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27th May 2022

Mr Chairman, lady and gentlemen

Meeting of the Board
~~7th June 2022~~
~~**Tuesday 14th June 2022**~~
Thursday 7th July 2022

I enclose the Agenda for the Meeting of the Board to be hosted at the Admiral Wells Inn, Holme at 10.00 am on **Thursday 7th July 2022**.

Luncheon will be provided at the conclusion of the Meeting.

To avoid paying for food that is not required please confirm in advance that you **WILL BE STAYING** for the meal.

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

Yours truly

D C THOMAS

Clerk to the Board

To the Chairman and the Members of the Conington and Holme 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 8th June 2021.

   (Copy pages 13 - 27)

4. Matters arising from the Minutes

5. Vacancy in Membership

   To consider filling of the vacancy in the membership of the Board in Area 2 caused by the resignation of Mr P J Davies.

6. Appointment of District Officer.

   To appoint the District Officer.

7. Election of Board Members

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

8. Great Fen Project

   Further to minute B.1055, the Clerk to report that he raised the question but received no reply.

9. East Coast Main Line Level Crossing Closure Programme

Further to minute B.1056, the Chairman to report.

10. Catchwater Drain, upstream of Cooks Lane

Further to minute B.1058, the Clerk to report.

11. Inspection - Conington Pumping Station

Further to minute B.1059, the Chairman to report.

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

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

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

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

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

iii) <u>Association of Drainage Authorities</u>

a) <u>Annual Conference</u>

That the 84th Annual Conference of the Association was held on Wednesday the 10th November 2021.

The Conference was once again held virtually and was split into two parts; the Conference in the morning and AGM in the afternoon. It is expected that, whilst in future years it is hoped to return to a face-to-face format, the clear separation between conference and AGM is likely to be retained.

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

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

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

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

b) Annual Conference

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

c) Meeting of the River Great Ouse Branch

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

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

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

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

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

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

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

d) Updating IDB Byelaws

Further to minute B.989, 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) Environment Act

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

v) Smart Level System/District Wide Telemetry Bid

Further to minute B.1060 (vi), the Clerk to report that an order has been placed for installation of telemetry at the Board's pumping station and the cost to the Board after grant including supply installation, configuration and five years of data and hosting will be a little less than £2.5K. Installation and commissioning should be completed by the end of the summer.

vi) 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.

vii) Planning and Consenting Fees

Proposed changes to planning and consenting service supply charging

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

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

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

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

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

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

   To ensure that the Board is consulted on the most important matters it is proposed that when it is wished for a matter to be raised within the Board report then a request from the Chair can be made and a detailed report would follow. This would normally be the case where significant

costs might be associated with enforcement, including perhaps incurring legal fees or where an unusually large or significant development is proposed.
Should the above change be agreed to, then going forward the Engineer's report will provide a list of all planning applications of interest to the Board and consents applied for/approved but unless requested by the Chair no detail will be provided.

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

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) 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.

The Board is asked to approve this payment.

xi) 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.

13. Remedial Works – Glatton Hall bridge Owner's discussions

The Chairman to report.

14. Investigation of Options with regard to the Board's pumping station

The Chairman to report upon his meeting with the Consulting Engineer.

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

To consider the Report of the Consulting Engineers.

(Copy Pages 28 - 32)

16. Capital Improvement Programme and Loan Funding

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

(Copy pages 33 - 35)

17. 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 36 - 38)

18. Report on maintenance work in the District

a) Gravity Area

To consider maintenance requirements for 2022/2023.

b) Pumped Area

To consider maintenance requirements for 2022/2023.

c) To consider flail mowing requirements in 2022/2023.

19. 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.

20. 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 £2,100.00.

21. 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 £1,575.40 (£2,796.79 less £1,221.39 received on account) (inclusive of supervision) has been received from the Environment Agency for the financial year 2020/2021 based on the Board's actual expenditure on maintenance work for that financial year and the sum of £772.46 in respect of 80% of the Board's estimated expenditure for the financial year 2021/2022.

22. Association of Drainage Authorities
Subscriptions

The Clerk will report that ADA has increased subscriptions by 1% for 2022, from £565 to £571.

23. Contravention of Byelaws – 1 Brookside Cottage, Pingle Bank

Further to minute B.1069, The Clerk to report.

24. Health and Safety

Further to minute B.1070, the Chair will report and will refer to the report received from Cope Safety Management following their visit to the District on the 25th October 2021.

(Copy pages 39 - 42)

25. 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 43 - 45)

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

(Copy pages 47 - 55)

26. Defra IDB1 Returns

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

(Copy pages 56 - 65)

27. 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 pages 66 - 67)

28. Review of Internal Controls

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

29. 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 68)

30. Transparency Code for Smaller Authorities

The Clerk to report.

31. 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.

32. Payments 2021/2022

The Clerk to report on payments made during the financial year 2020/2021 & 2021/2022

(Schedule pages 69 - 70)

33. 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 71 - 74)

34. Date of next Meeting

35. Any other business

CONINGTON AND HOLME INTERNAL DRAINAGE BOARD

At a Meeting of the Conington and Holme Internal Drainage Board held at the Admiral Wells Inn, Holme on Tuesday the 8th June 2021

PRESENT

J Racey Esq (Chairman)	R Elmore Esq
P J Davies Esq	T Simpson Esq
D R Elmore Esq	T R West Esq

The Clerk to the Board was in attendance.

Apologies for absence

Apologies for absence were received from Councillor T Alban, G P Bliss Esq and Ms A Glanville.

B.1051 Standing Orders

Further to minute B.1015, the Clerk 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.1052 Declarations of Interest

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

Mr Simpson declared an interest in the planning application (MLC Ref Nos. 207 & 212) received from J H Simpson & Son.

B.1053 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 9th June 2020 are recorded correctly and that they be confirmed and signed.

B.1054 Resignation of District Officer

Mr P J Davies offered his resignation at the meeting and the Board thanked him for his years of service and commitment to the Board. There was accordingly a vacancy on the Board and several suitable candidates would be approached to see if one of them may be interested in becoming a member and taking on the role of District Officer.

RESOLVED

That Mr Davies' decision be received with regret and that the Board's appreciation of the manner in which he had undertaken his duties as District Officer be recorded in the minutes and a letter of appreciation and best wishes be sent to him.

B.1055 Great Fen Project

Further to minute B.1021, the Clerk outlined the current project focus in relation to wet farming trials and the aim to see if it was possible to grow alternative crops/plants with the water table held near to peat surface. He also advised of the recent vandalism of the bird hide. It was noted by some Members that wildlife that would have previously been found in Holme Wood appeared diminished and that it had been alleged that Fox Hollies and Rhododendrons had been cleared deliberately.

RESOLVED

That the Clerk enquire if the Fox Hollies and Rhododendrons had been cleared deliberately and if so why.

B.1056 East Coast Main Line Level Crossing Closure Programme

Further to minute B.1022, the Chairman reported that the access bridge had been replaced with something more substantial and that Network Rail had carried out some in channel culvert clearance work, the exact extent however was unknown. They had also promised to fence off the area adjacent to the culvert inlet to allow safe access to the weedscreen. This work was however outstanding with no date given on when it might go ahead.

B.1057 BT Poles to Conington Peterborough – Points 22-24

Further to minute B.1023, it was noted that whilst some BT poles remained in place those that affected the IDBs access had been removed to the satisfaction of the Board.

B.1058 Catchwater Drain, upstream of Cooks Lane

Further to minute B.1024, it was noted that following the winter event the Middle Level Commissioners had carried out emergency works on the Catchwater Drain. However, these were failing and a more permanent solution would be required. It was expected that these works would be undertaken this year.

B.1059 Inspection – Conington Pumping Station

Further to minute B.1025, the Chairman reported that the re-wiring appeared to be effective and that he would therefore be reluctant to suggest any further intervention. He noted that the station had failed during the winter event and had been overwhelmed by water. He also noted that a manual override had since been added to one of the pumps which would at least allow the pump to be run should sensor failure occur, albeit with a close eye being kept on it to ensure the wet-well is not sucked dry.

RESOLVED

To monitor the performance of the station at this time and not to undertake any works on it until and unless they are necessary.

B.1060 Clerk's Report

The Clerk 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) Application for byelaw consent

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

Name of Applicant	Description of Works	Date Consent Granted
Network Rail	Redeck Holme Brook Side Bridge and reinstate surfaces to approach roads	8th April 2021

RESOLVED

That the action taken in granting consent 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 in 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 virtually this year with log in details available from the ADA website.

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 on 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 £5.2billionn 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.

Members discussed the value of telemetry at length and considered it would be of value, however firm costs would be required to ensure it was affordable. The Chairman asked if the station was refurbished could the equipment be transferred. The Clerk expected that although some adjustments would be required to the configuration he expected that it would as the base stations were standard units.

RESOLVED

That Xylem be instructed to survey the site and provide a firm cost for telemetry.

vii) Anglia Farmers

Further to minute B.993(vi), the Clerk 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.

The Clerk 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. The Clerk 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.

The Clerk reported that the Chairman had subsequently agreed for the Board to remain with Anglia Farmers.

RESOLVED

That the Chairman's actions be approved.

viii) Fens Biosphere

Further to minute B.1026, the Clerk referred to the leaflet from Cambridgeshire Acre.

ix) 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.

x) 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.1061 Consulting Engineers' Report, including planning and consenting matters

The Board considered the Report of the Consulting Engineers.

Members discussed Glatton Hall bridge which passes over a Board maintained watercourse and that the banks here had suffered scouring and needed remedial works.

It was noted that whilst Glatton Parish Council had raised concerns and complaints following on from the winter event and are demanding action, during the event the IDB system remained in bank and Members have not been advised of any residential properties being flooded. It was however acknowledged that several trees will need to be removed in the near future.

The condition of the pumping station structure was discussed and it was acknowledged that it should be considered in a poor state of repair requiring relatively urgent attention. A simple replacement of the station is at this time ruled out due to funding challenges, ie the Board's ability to repay a loan and the lack of access to grant-in-aid for a fully funded scheme. It was therefore concluded that some form of refurbishment should be looked at. Concrete spray lining the intake or overplating the piles were sighted as options. It was also felt that if the full 'Holding the Line' Environment Agency grant allocation could be called upon with perhaps a loan of up to £80k then a £250k scheme would be possible which it would be hoped would be enough to deal with the existing station structural problems and provide for a single pump to replace the two currently in use (plus a control panel upgrade).

RESOLVED

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

ii) That Members approach the owners of Glatton Hall bridge to discuss the remedial works needed to the banks and agree actions.

iii) To sanction consultancy spend up to £1k to investigate options and present them with rough costings to the next meeting of the Board.

B.1062 Capital Improvement Programme and Loan Funding

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

RESOLVED

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

B.1063 Conservation Officer's Newsletter and BAP Report

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

Members considered and approved the most recent BAP report.

B.1064 Report on maintenance work in the District

a) Gravity Area

It was reported that the Conington Brook had not been flailed last year but would be treated as a priority this year.

Maintenance is planned around point 32.

It was noted that the Catchwater Drain at point 70 would benefit from being dredged but, due to concerns of contamination from the A1, sampling and testing would be needed first.

b) Pumped Area

It was reported that the length between points 13 and 14 is to be maintained this year. The Chairman will obtain an estimate for carrying out channel management between points 40 and 42 which will be brought to the next meeting of the Board for consideration.

c) Flail Mowing

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

RESOLVED

i) That Mr John Harding be authorised to carry out flail mowing of the Board's drains for 2021/2022. The Chairman to send a District plan to Mr Harding with the Board's requirements and with the request that he flail mow as many of the Board's drain as possible this year.

ii) That the District Officer obtain a quotation for carrying out channel management between points 40 and 42 for consideration at the next meeting of the Board.

B.1065 State-aided Schemes

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

RESOLVED

That no proposals be formulated at the present time.

B.1066 Environment Agency – Precepts

The Clerk reported that the Environment Agency had issued the precept for 2021/2022 in the sum of £2,100.00 (the precept for 2020/2021 being £2,100.00).

B.1067 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

The Clerk reported that the sum of £1,053.62 (inclusive of supervision) had been received from the Environment Agency (£1,221.39 representing 80% of the Board's estimated expenditure for the financial year 20202021 less £167.77 overpaid in respect of the financial year 2019/2020).

B.1068 Association of Drainage Authorities
Subscriptions

The Clerk reported that he had been advised that subscriptions for 2021 will remain unchanged at £565.

RESOLVED

That the requested ADA subscription for 2021 be paid.

B,1069 Contravention of Byelaws – 1 Brookside Cottage, Pingle Bank

It was reported that a meeting with the resident at 1 Brookside Cottage had been delayed as an occupant of the property had been shielding. However, recently the Solicitor/Assistant Clerk had written to the owner requesting a meeting now as soon as possible.

RESOLVED

That the Solicitor/Assistant Clerk continue to pursue this matter.

B.1070 Health and Safety

Further to minute B.1036(B), the Chairman referred to the report received from Cope Safety Management following their visit to the District on the 30th October 2020.

It was noted that two matters had been identified in the Cope Safety Management report. The first was installation of a PTO guard, which had now been added. The second was the suggestion of installing a rail to attach to when clearing the pumping station weedscreen. On this second recommendation, rather than installing a rail, the Chairman was ensuring he did not undertake the work alone and the other party supervising him had been shown how to turn off the pumps in an emergency.

B.1071 Special Circumstance Policy on Tendering

The Clerk 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.1072 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.1073 Defra IDB1 Returns

The Clerk referred to the completed IDB1 form for 2019/2020 which Members noted and approved.

B.1074 Budgeting

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

B.1075 Review of Internal Controls and appointment of Internal Auditor

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

The Clerk advised that their Internal Auditor, Whiting & Partners, were in the third year of a three year contract and that normally the Middle Level Commissioners 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 internal 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.1076 Risk Management Assessment

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

B.1077 Transparency Code for Smaller Authorities

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

RESOLVED

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

B.1078 Exercise of Public Rights

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

B.1079 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 Chairman be authorised to sign the Annual Governance Statement, on behalf of the Board, for the financial year ending 31st March 2021.

B.1080 Payments

The Board considered and approved payments amounting to £40,884.18 which had been made during the financial year 2020/2021.

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

B.1081 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 Annual Return, on behalf of the Board, for the financial year ending 31st March 2021.

B.1082 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 the Clerk 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:-

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

RESOLVED

i) That the estimates be approved.

ii) That a total sum of £27,153 be raised by drainage rates and special levy (Area 1 - £12,285; Area 2 -£14,868).

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:-

	Area 1	Area 2
Drainage rates	£6,646	£14,505
Special levy	£5,639	£363

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

Area 1	Area 2
10.0p in the £	30.00p in the £

v) That a Special levy of £6,002 be made and issued to Huntingdonshire District Council for the purpose of meeting such expenditure.

vi) That the seal of the Board be affixed to the record of drainage rates and special levies and to the special levy referred to in resolution (v).

vii) That the Clerk be authorised to recover all unpaid rates and levy by such statutory powers as may be available.

B.1083 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.1084 Date of next Meeting

RESOLVED

That the next Meeting of the Board be held on Tuesday the 7th June 2022.

Conington & Holme I.D.B.

Consulting Engineers Report – May 2022

Pumping Station

Routine inspections were suspended after the December 2020 event. The Chairman confirmed on 13th May 2022 that he would like inspections to recommence as soon as possible.

Pumping Hours

Conington Pumping Station

Pump	Total hours run Apr 17-Apr 18	Total hours run Apr 18 – May 19	Total hours run May 19 – May 20	Total hours run May 20 – May 21	Total hours run May 21 – May 22
No 1	376	6	463 (10451)	151 (10602)	Not recorded
No 2	43	54	28 (8820)	1 (8821)	Not recorded
	Total hours run Mar 12-Apr 13	Total hours run Apr 13-Apr 14	Total hours run Apr 14-Apr 15	Total hours run Apr 15-Apr 16	Total hours run Apr 16-Apr 17
No 1	289	116	59	41	15
No 2	599	412	593	196	110

The Right to Connect

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

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

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

In order to assist further discussion, the Board is asked to consider if it would support removal of the right to connect to public sewers or not.

Planning Applications

In addition to matters concerning previous applications, the following 8 new development related matters have been received and dealt with since the last meeting:

MLC Ref.	*Council Ref.*	*Applicant*	*Type of Development*	*Location*
233	H/21/00210/HHFUL	Mr M Stephenson	Residence (Replacement tractor/car store)	Glatton Ways, Glatton
234	20/00923/REM	NJC & Sons Farms	Residential (25 plots)	Pingle Bank, Holme
235	H/21/01032/OUT	Mr P Ward	Residence	High Haden Road, Glatton
236	H/21/01627/FUL	Mr & Mrs Sullivan	Commercial (Pilates Studio)	Church Road, Conington
237	Enquiry	JSS Rail Ltd t/a Sisk Rail	Transport (Replacement bridge)	Bridge between Holme WRC & the ECML
238	H/21/02658/REM	Mr J Gann	Residence	High Haden Road, Glatton
239	H/21/02855/HHFUL	Mr & Mrs Bream	Residence (Extension)	Conington Lane, Conington
240	H/21/01738/FUL	Mr & Mrs Simpson	Leisure (Change of use – Five holiday lets)	Old North Road, Stilton

Planning applications ending 'HHFUL' relate to Householder applications for Full Planning Permission
Planning applications ending 'RM', 'REM' or 'RMM' relate to reserved matters

From the information provided it is understood that all the developments propose to discharge waste water to soakaways, infiltration devices and/or Sustainable Drainage Systems (SuDS). The applicants have been notified of the Board's requirements.

No applications for Infiltration Device Self Certification or the Checking Service have been received since the last meeting report.

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

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

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

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

Further to Minute B.994 Consulting Engineers' Report, including planning and consenting matters (iii) the following information has been received in respect of the following developments:

Conington (General area rather than parish/town boundaries)

Various developments at Yew Tree Cottage, 4 Conington Lane, Conington – Mr & Mrs Carling (MLC Ref Nos 122 & 176) + *Mrs E Carling* (MLC Ref No 205)

Further to Minute B.994 Consulting Engineers' Report, including planning and consenting matters (iii), an Advisory letter was sent to the applicant who subsequently advised that the surface water from the rear extension, HDC Ref 16/00912/HHFUL (MLC Ref Nos 122 & 176), is disposed of by infiltration whilst the increased foul water from the addition of a bedroom is discharged into the AWSL system which is processed at Flag Fen WRC, which does not discharge into the Board's area. The applicant has been asked to complete an Infiltration Device Self-Certification Form, this has not yet been received.

The applicant also advised that the erection of the Store, Workshop/Office, HDC Ref 18/00522/HHFUL (MLC Ref No 205), will not to be taking place.

Glatton (General area rather than parish/town boundaries)

Various developments at Glatton Hall, Glatton Ways, Glatton – Glatton Hall Estates Ltd (MLC Ref Nos 066, 070 & 120), Mr J McClelland (MLC Ref No 079)*, Newton Chinneck Ltd operating as St Georges Care Home (MLC Ref Nos 127 & 142), Berkley Care (Glatton) Ltd* (MLC Ref No 204) *and Mr M Stephenson* (MLC Ref No 233)

Members will recall that a previous planning application for a replacement 70-bed care home was refused permission by the District Council and an appeal dismissed by PINS.

The building has now been converted into an 11-bed private dwelling, in which both surface water and foul water disposal remain as existing.

A planning application has subsequently been submitted for a replacement tractor/car garage and store and other works, HDC Ref 21/00210/HHFUL (MLC Ref No 233). Details concerning the means of surface water disposal are currently awaited from the applicant.

Holme (General area rather than parish/town boundaries)

Developments at D J C Produce, Pingle Bank, Holme - DJC Farms Ltd (MLC Ref No 084), *NJC & Sons Farms* (MLC Ref No 194 & 234) and *Client of RAB Consultants* (MLC Ref No 201)

A Reserved Matters planning application, HDC Ref 21/00210/HHFUL (MLC Ref No 234) was submitted to the District Council in May 2020. At the time of writing, it was "Pending decision".

Stilton (General area rather than parish/town boundaries)

Various developments at Denton Lodge Farm, Old North Road, Stilton – J H Simpson & Son (MLC Ref Nos 207, 212 & 240)

Further to Minute B.994 Consulting Engineers' Report, including planning and consenting matters (iii), an advisory letter was sent to the applicant but no reply has been forthcoming.

Therefore, in order to resolve this matter and guide further discussion it would be beneficial to receive the Board's opinion and further instruction in respect of these developments.

A planning application for the change of use of existing barns to five one bedroom holiday letting units with proposed parking area, HDC Ref 21/01738/FUL (MLC Ref No 240) has been approved by the District Council.

Members will be aware of the problems in the area and are reminded that no increase in rates or volumes of flow will be recommended for consent as this is likely to have detrimental consequences on the Board's system.

Planning Updates & Consultations

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

General Advice

Assistance has been given, on the Board's behalf, in respect of the following:

(a) Holme Brook Side Bridge, a bridge across the Board's watercourse upstream of Point 40 that provides access alongside the railway was replaced earlier this year. Works were monitored to ensure temporary works did not restrict water flow.

(b) The owners of Old Bridge Cottage, Holme have been chased regarding a number of bylaw infringements at Point 41 on the Board's drainage system. Limited progress has been made due to COVID and a change of solicitors by the owners. However, recent contact has been made and a bylaw application is expected.

Consulting Engineer

25 May 2022

C&H(307)\Reports\May 2022

Conington & Holme Internal Drainage Board

Capital Improvement Programme (2022/2023)

		PREVIOUS YEARS	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	FUTURE YEARS	ALL YEARS
		Pre Yr 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Post Year 10	Total Expenditure
Conington p/s	Pumping station replacement	0	1	1,000.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1001.0
	Pumping station pumping and control equipment replacement	0	13.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	13.5
	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	0.0
	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	0.0	0.0	0.0	0.0	0.0
Drainage Channels														
	Refurbishment of inlets/outfalls	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	**14.5**	**1,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1,015**

Identified on PAFS submission 2020

Conington & Holme Internal Drainage Board
Area 2 - Pumped catchment

Loan 1 Loan from Area 1 - A1(M) account £10,000 repayable over 10 years

Installation of new weed-screen at pumping station.
Loan commenced 1st April 2018

Repayment schedule:

Year		Principal	Interest	Total
1	2018/2019	955.00	100.00	1,055.00
2	2019/2020	965.00	90.00	1,055.00
3	2020/2021	975.00	80.00	1,055.00
4	2021/2022	985.00	70.00	1,055.00
5	2022/2023	995.00	60.00	1,055.00
6	2023/2024	1,005.00	50.00	1,055.00
7	2024/2025	1,015.00	40.00	1,055.00
8	2025/2026	1,025.00	30.00	1,055.00
9	2026/2027	1,035.00	20.00	1,055.00
10	2027/2028	1,045.00	10.00	1,055.00
		10,000.00	550.00	10,550.00

Balance at 1st April 2021			7,105.00
31st March 2022			
	Interest		70.00
Repayments			
	Principal	985.00	
	Interest	70.00	
			1,055.00
Balance at 31st March 2022			6,120.00

Loan 2 Loan from Area 1 - A1(M) account £3,500 repayable over 3 years

Electrical repairs at pumping station
Loan commenced 1st October 2020

Year		Principal	Interest	Total
1	2020/2021	577.50	17.50	595.00
2	2021/2022	1,160.83	29.17	1,190.00
3	2022/2023	1,172.50	17.50	1,190.00
4	2023/2024	589.17	5.83	595.00
		3,500.00	70.00	3,570.00

Repayment schedule:

Year	Principal	Interest	Total	Total
1	577.50	17.50	595.00	595.00
2	577.50	17.50	595.00	
2	583.33	11.67	595.00	1,190.00
3	583.34	11.66	595.00	
3	589.16	5.84	595.00	1,190.00
4	589.17	5.83	595.00	595.00
	3,500.00	70.00	3,570.00	3,570.00

Balance at 1st April 2021			2,922.50
31st March 2021			
	Drawn		0.00
	Interest		29.17
Repayments			
	Principal	1,160.83	
	Interest	29.17	
			1,190.00
Balance at 31st March 2022			1,761.67

Loan 3 Loan from Area 1 - A1(M) account £9,000 repayable over 10 years

Repacement of wet well bolts at pumping station
Loan to commence 2022/2023

Repayment schedule:

Year		Principal	Interest	Total
1	2022/2023	859.50	90.00	949.50
2	2023/2024	868.50	81.00	949.50
3	2024/2025	877.50	72.00	949.50
4	2025/2026	886.50	63.00	949.50
5	2026/2027	895.50	54.00	949.50
6	2027/2028	904.50	45.00	949.50
7	2028/2029	913.50	36.00	949.50
8	2029/2030	922.50	27.00	949.50
9	2030/2031	931.50	18.00	949.50
10	2031/2032	940.50	9.00	949.50
		9,000.00	495.00	9,495.00

Balance at 1st April 2021			0.00
31st March 2021			
	Drawn		0.00
	Interest		0.00
Repayments			
	Principal	0.00	
	Interest	0.00	
			0.00
Balance at 31st March 2022			0.00

Loan to be finalised based on actual costs of works.

Loan 4 Loan from Area 1 - A1(M) account £2,250 repayable over 3 years

Installation of telemetry at pumping station
Loan to commence 2022/2023

Repayment schedule:

Year		Principal	Interest	Total
1	2022/2023	371.25	11.25	382.50
2	2023/2024	371.25	11.25	382.50
2	2023/2024	375.00	7.50	382.50
3	2024/2025	375.00	7.50	382.50
3	2024/2025	378.75	3.75	382.50
4	2025/2026	378.75	3.75	382.50
		2,250.00	45.00	2,295.00

Balance at 1st April 2021			0.00
31st March 2021			
	Drawn		0.00
	Interest		0.00
Repayments			
	Principal	0.00	
	Interest	0.00	
			0.00
Balance at 31st March 2022			0.00

Loan to be finalised based on actual costs of works.

Conington & Holme 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.

Conington & Holme IDB Report Summary

Invasive Species

None noted but azolla was particularly rampant across the fens in winter/spring 2022. Care should be taken when moving machinery between drains/catchments.

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.

Other species/issues

Both Barn owl and Kingfisher are nesting in 2022 at Conington Fen PS on the edge of the district.

Monks Lode was revealed to be a mink hotspot over the recording period. Although only 2 mink were trapped, in November 2021 and March 2022, at least 2 other sightings probably related to 2 further animals – including one in May 2022. As the project continues to make significant inroads into removing this invasive species from Fenland drains efforts to catch individuals will increase, therefore several rafts have now been deployed in the area.

Figure 1: Mink raft, one of several deployed in May 2022

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.

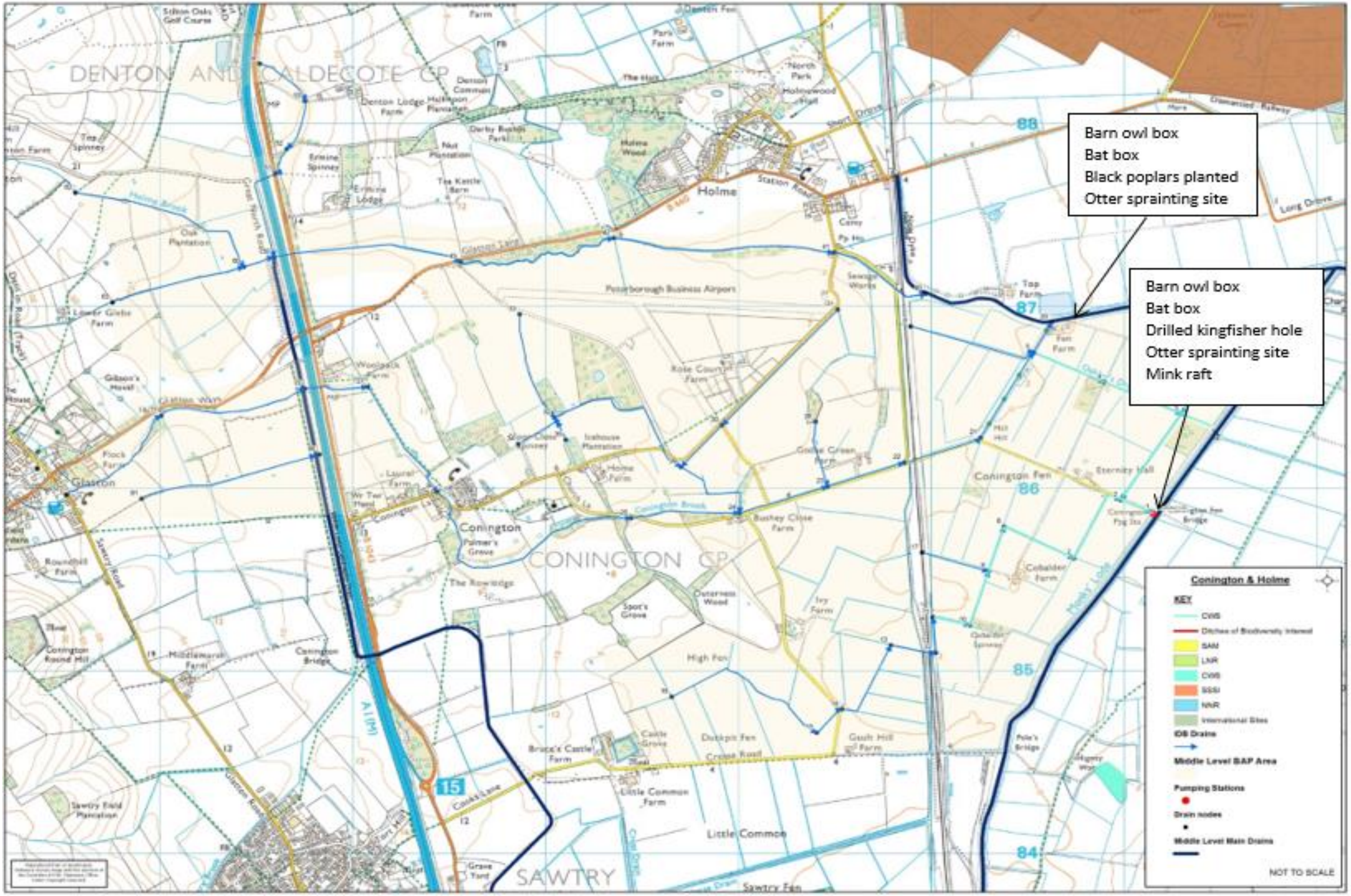
~~Tuesday 22nd March 2022: Non-native species workshop. Venue: Oliver Cromwell Hotel, March. 10-1pm.~~

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. *This event has passed but the CO is happy to discuss or share presentations from it with Boards upon request.*

June/July 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.

IDB Map 2021-22



Site Safety Inspection Record

Conington and Holme IDB.

Complete

Site Safety Inspection

Name of organisation:	Conington and Holme IDB.
Date of site visit	25 Oct 2021 12:00 BST
Address of inspected premises	Eternity Hall Farm. Conington Peterborough. PE7 3QF
Name of Advisor	Martin Clark
Time of arrival at site:	25 Oct 2021 12:00 BST
Audit Name	Conington and Holme IDB.

Audit

Inspection Record

An opening meeting was held with

John Racey.

Have there been any accidents since our last visit? No

None recorded.

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

None recorded.

1

As discussed it was understood that lone working is managed by ensuring that any persons working alone leaves clear information of their whereabouts and expected time of return with a second person before undertaking such work.
It was pleasing to note that John has has the what three words app downloaded on his phone for use in the event of an emergency

2

It was understood that a structural survey is to be conducted by Middle Level in the future, with a review to resolving underlying structural issues with the pumping station. It was understood that the structural issues do not impact on the day to day operation of the pumping station .

3

It was understood that several posts erected by the electrical service provider but unused have now been removed from the banking to enable a grass cutting operations to be conducted without the need for sharp turns to avoid the posts.
The PTO shaft used in the event of an electrical failure has an I completed guard. As discussed and identified during a previous visit (08.11.21) it could not be determined when this equipment was last used. If this equipment is used in future a suitable PTO guard must be installed prior to use..

4

Future visits were discussed with John and it was agreed that if possible, manual weed cleaning operations around the sluices would be observed to ensure that current risk assessments and safe systems of work are suitable and sufficient for the operations being conducted,

Photographic Risk Assessment

Signature of person informed

Signature of person informed 1

Signature of person informed

Signed on behalf of John Racey by advisor.
25 Oct 2021 17:59 BST

Advisor's signature

Martin Clark
25 Oct 2021 18:00 BST

Departure time	25 Oct 2021 13:10 BST

Photographic Risk Assessments closed out during the visit.

Nil.

Number of outstanding Photographic Risk Assessments	1 From 0 to 99

Coninghton and Holme IDB

SUMMARY OF PHOTOGRAPHIC RISK ASSESSMENTS

Site Safety Inspection 8th November 2019

Ref.	Location	Risk Level	Brief Description	Action
1	Conington Pump House	H	Back-up PTO operation of pump in the event of electrical failure. Incomplete guard on PTO shaft. Entanglement hazard. As it could not be determined when the PTO shaft was last operated or if it is likely to be used again, if the PTO shaft is no longer required, removal will eliminate the hazard; if it is to be used again then it must be ensured a suitable PTO guard is installed prior to use.	

Conington & Holme 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 Conington & Holme 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 Conington & Holme Internal Drainage Board on application to:

The Clerk
Conington & Holme 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:

CONINGTON & HOLME INTERNAL DRAINAGE BOARD

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

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

08/06/2021

and recorded as minute reference:

B.1078

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

Chairman

Clerk

WWW.MIDDLELEVEL.GOV.UK

Section 2 – Accounting Statements 2020/21 for

CONINGTON & HOLME INTERNAL DRAINAGE BOARD

	Year ending 31 March 2020 £	Year ending 31 March 2021 £	Notes and guidance: Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.
1. Balances brought forward	44,163	46,079	*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	19,499	20,242	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	1,677	1,116	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	0	0	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	19,260	34,866	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	46,079	32,571	*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	49,930	37,101	*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	610,000	610,000	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

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 25th May 2021

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

08/06/2021

as recorded in minute reference:

B.1080

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

Section 3 – External Auditor Report and Certificate 2020/21

In respect of CONINGTON AND HOLME INTERNAL DRAINAGE BOARD – DB0018

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

* 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)

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

MNH/BB/MM053
08 October 2021

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

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

MLC administered Internal Drainage Boards - Internal Audit 2020-2021

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

General points

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

2. Asset Valuations and Insurances

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

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

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

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

Client Comment:

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

3. Employee Benefits - Vehicle Usage, and VAT recovery

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

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

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

Client Comment:

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

4. Provisions

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

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

Client comment:

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

5. Risk Management Policy and procedures

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

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

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

Risk Management Policy and procedures - continued

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

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

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

7. **Capital works**

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

8. **Capital assets**

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

Capital assets - continued

<u>*Client comment:*</u>

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.

<u>*Client comment:*</u>

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

Specific Points

Sutton and Mepal IDB

See item 2 above – residential property value

Hundred of Wisbech IDB
See item 6 above

Conington & Holme IDB
See item 9 above

Client comment (Conington & Holme IDB):

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

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

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

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

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

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

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

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

Other Matters

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

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

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

Yours sincerely,

Whitings LLP

Whitings LLP

Internal Drainage Boards in England

Department for Environment Food & Rural Affairs

Annual Report for the year ended
31 March 2021

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

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

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

Please complete the form electronically. If you are unable to complete the form electronically, please complete in BLOCK LETTERS using **black ink**.

Please round all cash figures down to nearest whole £.

CONINGTON & HOLME INTERNAL DRAINAGE BOARD

Section A – Financial information

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

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

Special levies information for financial year 2021-22 (forecast)	
Name of local authority	**2021-22 forecast £**
1. HUNTINGDONSHIRE DISTRICT COUNCIL	6,002
2.	
3.	
4.	
5.	
6.	
7.	
8.	
Total	6,002

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		15,797
2. Special Levies		4,445
3. Higher Land Water Contributions from the Environment Agency		1,016
4. Contributions received from developers/other beneficiaries		0
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		50
10. Rents and Acknowledgements		0
11. Other Income		50
Total income		**21,358**
EXPENDITURE		
12. New Works and Improvement Works		0
13. Total precept to the Environment Agency		2,100
14. Watercourse maintenance		13,818
15. Pumping Stations, Sluices and Water level control structures		9,275
16. Administration		8,852
17. PSCAs		0
18. Rechargeable Works		0
19. Finance Charges		0
20. SSSIs		0
21. IDB Biodiversity and conservation (other than item 20 expenditure)		398
22. Other Expenditure		423
Total expenditure		**34,866**

EXCEPTIONAL ITEMS		
23. Profits/(losses) arising from the disposal of fixed assets		0
Net Operating Surplus/(Deficit) for the year		**(13,508)**
24. Developers Funds income not applied in year		28,469
25. Grant income not applied in year		0

Notes:

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

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

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

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

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

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

17. State all costs associated with the PSCA

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

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

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

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

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

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

24. Total balance of developer fund year end.

25. Unspent grant at year end.

Section B –IDB Reporting

Policy Delivery Statement

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

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

Biodiversity

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

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

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

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

When was biodiversity last discussed at a Board meeting (date)? 08/06/2021

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?

26

How many pumping stations does the Board operate?

1

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

0.71 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?	9
Seats available to appointed members under the Land Drainage Act 1991.	4
Number of elected members on the board at year end.	8
Number of appointed members on the board at year end.	1
Mean average number of elected members in attendance at each board meeting over the last financial year.	8
Mean average number of appointed members in attendance at each board meeting over the last financial year.	1

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?
0.99%

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

CONINGTON & HOLME INTERNAL DRAINAGE BOARD

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

Signature	SS Ablett
Date	27/09/2021
Name in BLOCK LETTERS	MISS SAMANTHA ABLETT
Designation	ASSISTANT TREASURER
Email address	Sam.ablett@middlelevel.gov.uk

CONINGTON AND HOLME INTERNAL DRAINAGE BOARD
BUDGET MONITORING 2021/2022
GRAVITY AREA (AREA 1)

	Estimated 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £	Remarks
1 Drainworks (including Environmental measures	3,500	910	3,500	- No contractor accounts paid to 31st Dec Forecast made to budget provision
2 Repairs and renewals	50	0	0	
3 Insurances	125	118	120	
4 Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, Association of Drainage Authorities subscriptions etc	4,500	1,959	4,550	
5 Environment Agency - Precept	1,575	1,575	1,575	
	9,750	4,562	9,745	
LESS Deposit Accounts interest, etc	659	1,191	1,191	
9,091	9,091	3,371	8,554	

GENERAL FUND				
Open balance	3,732	3,732	3,732	
Rates raised	12,285	12,285	12,285	0.070 p
net expenditure	9,091	3,371	8,554	
Close balance	6,926	12,646	7,463	

Page no.

CONINGTON AND HOLME INTERNAL DRAINAGE BOARD
BUDGET MONITORING 2021/2022
PUMPED AREA (AREA 2)

		Estimated 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £	Remarks
1	Drainworks (including Environmental measures)	1,000	69	1,000	- No contractor accounts paid to 31st Dec Forecast made to budget provision
2	Electricity	2,150	1,107	2,150	- Forecast estimated toi budget provision
3	Repairs and renewals	10,000	500	720	- Wet well bolt replacement c/fwd to 22/23 No maintenace works carried out to-date
4	Insurances	375	364	365	
5	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc	4,500	1,959	4,550	
6	Environment Agency - Precept	525	525	525	
7	Improvement works *(Year 4 of 10)*	1,055	528	1,055	From A1(M) account / £10,000 repayable over 10 yrs
7	Improvement works *(Year 1 of 3)*	1,190	595	1,190	From A1(M) account / £3,500 repayable over 3 yrs
7	Improvement works *(Year 1 of 10)*	950	475	950	From A1(M) account / £9,000 repayable over 10 yrs
		21,745	6,121	12,505	
	LESS Deposit Accounts interest, etc	9,850	1,124	1,124	- Budget includes loan for wet well bolts 9,000
	11,895	11,895	4,997	11,381	
	GENERAL FUND				
	Open balance	370	370	370	
	Rates raised	14,868	14,868	14,868	
	net expenditure	11,895	4,997	11,381	
	Close balance	3,344	10,241	3,857	

CONINGTON & HOLME IDB

INSURED VALUE OF FIXED ASSETS

PUMPING STATION

	As At 31st March 2022
CONINGTON PUMPING STATION	610,000.00
	610,000.00

Engineer to revalue PS and put to the Board in 2021

CONINGTON AND HOLME INTERNAL DRAINAGE BOARD

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

Anglia Farmers Ltd - Electricity supply to pumping station	888.59
Environment Agency - Precept	1,050.00
Davies Contracting Ltd - Flail mowing	2,730.60
Anglia Farmers Ltd - Electricity supply to pumping station	256.95
Anglia Farmers Ltd - Electricity supply to pumping station	268.69
Middle Level Commissioners - Fees (Planning and development applications)	21.30
Middle Level Commissioners - Administration charge, postages, telephone charges, stationery and Health and Safety contract	4,968.55
Association of Drainage Authorities - Subscription 2020	678.00
L R Boon & Sons Ltd - PTO shaft machined and new extra long guard attached	207.52
V & J Services - Flail mowing	2,052.96
Middle Level Commissioners - Pumping station maintenance	232.27
Middle Level Commissioners - Administration charge, postages and telephone charges	3,858.12
PKF Littlejohn LLP - Audit Fee (2019-2020 accounts)	240.00
Environment Agency - Precept	1,050.00
Davies Contracting Ltd - Drain maintenance	508.20
Anglia Farmers Ltd - Electricity supply to pumping station	176.69
Middle Level Commissioners - Supply of sheet piles	383.98
Middle Level Commissioners - Internal audit fees (Whiting & Partners, 2019-2020 accounts)	543.60
Ayres Tree Care - Removal of overhanging willow tree from Conington Brook and debris from the watercourse	100.00
Anglia Farmers Ltd - Electricity supply to pumping station	165.11
Middle Level Commissioners - Fees (Production of Board reports, planning and development applications)	539.70
Middle Level Commissioners - Renewal of insurances	423.45
Middle Level Commissioners - Fees (Planning and development applications)	57.60
Anglia Farmers Ltd - Electricity supply to pumping station	160.05
Middle Level Commissioners - Pumping station maintenance	232.27
Davies Contracting Ltd - Piling works carried out at pumping station	393.60
Anglia Farmers Ltd - Electricity supply to pumping station	695.94
Information Commissioner - Renewal of Data Protection registration	40.00
Middle Level Commissioners - Pumping station maintenance	502.27
Middle Level Commissioners - Contribution (Environmental Officer)	397.50
Association of Drainage Authorities (River Great Ouse branch) - Subscription 2020-2021	6.00
Anglia Farmers Ltd - Electricity supply to pumping station	1,756.79
Middle Level Commissioners - Fees (Planning and development applications)	880.36
Middle Level Commissioners - Supply and deliver Castrol Impervia	321.59
Davies Contracting Ltd - Drain maintenance	718.20
V & J Services - Flail mowing	8,974.37
A J Speechley & Son - Install new brushes to slip ring motors and find fault in panel	1,646.28
A J Speechley & Son - Repairs to motors and pump system	2,568.08
A J Speechley & Son - Checking of pump control system	189.00
	40,884.18

(NB - Amounts shown include Value Added Tax)

CONINGTON AND HOLME INTERNAL DRAINAGE BOARD

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

Anglia Farmers Ltd - Electricity supply to pumping station	914.27
Environment Agency - Precept	1,050.13
Middle Level Commissioners - Administration charge, postages, telephone charges, stationery and Health and Safety contract	4,930.87
Middle Level Commissioners - Preparation of Highland Water claims	45.24
Anglia Farmers Ltd - Electricity supply to pumping station	1,655.11
Anglia Farmers Ltd - Electricity supply to pumping station	2,629.60
Middle Level Commisssioners - Fees (Production of Board reports, planning and development applications)	748.02
Middle Level Commissioners - Renewal of insurances	482.11
Middle Level Commissioners - Board meeting expenses (Account from Barclaycard)	100.70
Association of Drainage Authorities - Subscription 2021	678.00
PKF Littlejohn LLP - Audit Fee (2020-2021 accounts)	240.00
Middle Level Commissioners - Health and Safety re-charges for 2020-2021	240.00
Middle Level Commissioners - Administration charge, postages and telephone charges	3,860.98
Consent refund - Sisk	50.00
Environment Agency - Precept	1050.12
Middle Level Commissioners - Preparation of highland water claims	39.65
Information Commissioner - Renewal of Data Protection registration	40.00
Association of Drainage Authorities (River Great Ouse branch) - Subscription 2021-2022	6.00
Middle Level Commisssioners - Fees (Planning and development applications)	73.20
V & J Services - Flail mowing	14,488.03
Middle Level Commisssioners - Fees (Planning and development applications)	353.45
Middle Level Commissioners - Internal audit fees (Whiting & Partners, 2020-2021 accounts)	558.00
	34,233.48

(NB - Amounts shown include Value Added Tax)

CONINGTON AND HOLME INTERNAL DRAINAGE BOARD
BUDGET 2022/2023
GRAVITY AREA (AREA 1)

	Estimated 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £	Remarks	
				A - Includes:	
1 Drainworks (including Environmental				Slubbing	0
measures	3,500	8,139 [A]	8,000 [B]	Flail mowing	6,587
2 Repairs and renewals	50	0	50	B - General provision *(based on 2 x prev years)*	
				Drain maintenance programme to be	
3 Insurances	125	118	125	agreed at meeting	
				Total flail mowing for Board:	
4 Administration charge, Health and				*2020/2021*	*9,189*
Safety contract, Audit fee,				*2021/2022*	*12,073*
printing, stationery, advertising,					
Association of Drainage					
Authorities subscriptions etc	4,500	4,417	4,575		
				C - Includes for average higghland water receipts	
5 Environment Agency - Precept	1,575	1,575	1,607		
	9,750	14,249	14,357		
LESS Deposit Accounts interest, etc	659	1,257	1,028		
	9,091	12,991	13,329		

Conington & Holme Internal Drainage Board

AREA 1

Rate and levy requirements

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

a) Proportion to be borne by the Agricultural Sector – 54.10%

b) Proportion to be borne by Special levy issued to Huntingdonshire District Council – 45.90%

The product of a rate of 1p in the £ on Agricultural land and buildings is £665.

In 2022/2023 a rate of 1p together with corresponding Special levy would raise £1,228.

Revenue cash balance in hand on 31st March 2022 - £3,026

The estimated net expenditure for the Boards Revenue and Capital Programmes in 2022/2023 is £13,329 and equivalent to:-

a) a rate in the £ on Agricultural land and buildings of 10.85p and

b) a Special levy on Huntingdonshire District Council of £6,118.

In 2021/2022 the Board set a rate of 10.00p in the £ together with a Special levy of £5,639 on Huntingdonshire District Council. **Members should give consideration to the current and required level of balances when setting the rate for 2022/2023**

D C THOMAS

Clerk to the Board

May 2022

CONINGTON AND HOLME INTERNAL DRAINAGE BOARD
BUDGET 2022/2023
PUMPED AREA (AREA 2)

		Estimated 2021/2022 £	Actual 2021/2022 £	Budget 2022/2023 £
1	Drainworks (including Environmental measures)	1,000	5,655 [A]	4,600 [B]
2	Electricity	2,150	1,760	3,400 [C]
3	Repairs and renewals	1,000	0	1,000
4	Insurances	375	364	400
5	Administration charge, Health and Safety contract, Audit fee, printing, stationery, advertising, etc	4,500	4,417	4,575
6	Environment Agency - Precept	525	525	536
7	Improvement works	9,000	0	14,500 [D]
8	Loan repayments *(Year 5 of 10)*	1,055	1,055	1,055
8	Loan repayments *(Year 2 of 3)*	1,190	1,190	1,190
8	Loan repayments *(Year 1 of 10)*	950	0	950
8	Loan repayments *(Year 1 of 3)*	0	0	383
		21,745	14,967	32,588
	LESS Deposit Accounts interest, etc	9,850	1,124	15,241 [E]
		11,895	13,843	17,347

Remarks

A - Includes:

Flail mowing	5,487

B - General provision *(based on 2 x prev years)*
Drain maintenance programme to be agreed at meeting

Total flail mowing for Board:	
2020/2021	*9,189*
2021/2022	*12,073*

C - Provision based on 5 year average plus 50% for new contract rates

D - Provision for:

Replace wet well bolts	9,000
Installation of telemetry	4,500
P/S options review	1,000

- From A1(M) account /Replacement weed-screen
- From A1(M) account / Motor & control panel repairs
- From A1(M) account / Replace wet well bolts
- From A1(M) account / Telemetry installation

E - Includes:

Loan funding - wet well bolts	9,000
Grant-in-aid - telemetry	2,250
Loan funding - telemetry	2,250
	13,500

Conington & Holme Internal Drainage Board

AREA 2

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 – 97.56%

b) Proportion to be borne by Special levy issued to Huntingdonshire District Council – 2.44%

The product of a rate of 1p in the £ on Agricultural land and buildings is £484.

In 2022/2023 a rate of 1p together with corresponding Special levy would raise £496.

Revenue cash balance in hand on 31st March 2022 - £1,396.

The estimated net expenditure for the Boards Revenue and Capital Programmes in 2022/2023 is £17,347, which includes loan repayment provisions of £1,055 (£10,000 payable over 10 years) for replacing the weed-screen at the pumping station, £1,190 (£3,500 payable over 3 years) for pump motor and control panel repairs, £950 (£9,000 repayable over 10 years) for replacing the wet well bolts at the pumping station and £383 (£2,250 for installation of telemetry at pumping station), and is equivalent to:-

a) a rate in the £ on Agricultural land and buildings of 35.00p and

b) a Special levy on Huntingdonshire District Council of £424.

In 2021/2022 a rate of 30.00p in the £ was raised together with a Special levy of £363 on Huntingdonshire District Council. **Members should give consideration to the current and required level of balances when setting the rate for 2022/2023.**

D C THOMAS

Clerk to the Board

May 2022