



Middle Level Commissioners

At a meeting of the Middle Level Board held at the Middle Level Offices, March on Thursday 2nd November 2023.

Present

J L Brown Esq (Chairman)	A Miscandlon Esq
H W Whittome Esq (Vice Chairman)	Ms S Howell
P Allpress Esq	D Langslow Esq
Lord de Ramsey Esq	A Lensen Esq
S T Raby Esq	C Crofts Esq
M R Latta Esq	J Heading Esq
S Whittome Esq	M Heading Esq
C D Broughton Esq	P W West Esq

Paul Burrows - Chief Executive, Nicola Oldfield - Chief Engineer, Robert Hill - Treasurer, Jon Fenn - Operations Engineer (part), Sofi Lloyd - Environment Officer & Claire Symons - Business Support (minutes) were also in attendance.

Geoff Darch (Anglian Water - Water Resources Strategy Manager) & Martha Taylor (Fens Reservoir Engineering Lead) were also in attendance for part of item 3.

Apologies for absence

Apologies were received from R Brown Esq and Ms D Laws.

B.3831 Declarations of Interest

The Chairman reminded the Commissioners of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any of them. Declarations to be addressed at each point.

B.3832 Fens Reservoir with Anglian Water

The Board resolved to exclude the public from this item Under Section 1 of the Public Bodies Act 1960

The Board were reminded that the information shared during this discussion was to remain confidential as the Middle Level Commissioners have signed a partnership agreement which includes confidentiality.

N.B J Heading Esq and M Heading Esq declared an interest on this topic.

Governance

B.3833 Confirmation of Minutes

RESOLVED

That the minutes of the Meeting held of the Board on the 27th April 2023 & 29th June 2023 are recorded correctly and that they be confirmed and signed.

B.3834 Minutes from Executive Meeting

RESOLVED

That the minutes from the Executive Committee held on the 10th October 2023 are recorded correctly and that they be confirmed and signed.

B.3835 Constitution & Membership Report

The Chief Executive reported that the Board now has one vacancy available for nominations following the resignation of G Bliss Esq. Mr Hill confirmed that The Commissioners elect the Board with 15 elected members. The Board is encouraged to continually monitor and review memberships and attract the younger generation to become members, viz:

Provided by the Middle Level Commissioners		Item No:	5
Meeting:	MIDDLE LEVEL COMMISSIONERS	Subject:	CONSTITUTION & MEMBERSHIP
Date:	2 nd November 2023	Officer Responsible:	Polly Tombleson

RECOMMENDATIONS

The Board is asked to:

- A. Note the current status of its membership and the role they each play as members serving the interests of the Board.
- B. Review attendance records and identify any resolutions as necessary.
- C. Consider filling of the vacancies on the Board
- D. Determine whether there are composition changes and/or amalgamations it wishes to progress.
- E. Reenforce the need for members to view all five 'Good Governance' videos.
- F. Identify any topic areas for additional training, as well as any inspection/site visit requirements.

1. Current status

- 1.1 The table below outline the current composition of the Board and the quorum as detailed in the standing orders.

	Elected Members	Appointed Members	Total Members	Quorum
Composition	15	N/A		5
Actual	14	2 FDC, 1 KLWN, 1 HDC	20	
Vacancies	1			

- 1.2 The table below details the current elected members of the Board:
There is currently **1** vacancy due to the resignation of Mr G Bliss – September 2023

No	Name	Status (one of four categories)	Commentary
1	Patrick Allpress	Landowner/ratepayer	
2	Duncan Boughton	Landowner/ratepayer	
3	Jonathan Brown	Landowner/ratepayer	Chairman
4	Robert Brown	Landowner/ratepayer	
5	Lord De Ramsey	Landowner/ratepayer	
6	John Heading	Landowner/ratepayer	
7	Marc Heading	Landowner/ratepayer	
8	Dr Derek Langslow	Representative of Wildlife Trust	
9	Mathew Latta	Landowner/ratepayer	
10	Andrew Lensen	Representative of A G Reserves	
11	Samual Raby	Landowner/ratepayer	
12	Paul West	Representative of Laddus Farms	
13	Hugh Whittome	Landowner/ratepayer	Vice-Chair
14	Stephen Whittome	Landowner/ratepayer	
15			

1.3 The table below details the current appointed members of the Board.

No	Name	Appointing Council as at July 2023	Commentary (one of three categories)
1	Sally Howell	HDC	Councillor
2	Chris Crofts	BCKLWN	Councillor
3	Dee Laws	FDC	Councillor
4	A Miscandlon	FDC	Councillor

1.4 Special levy paying District Councils appoint members to Boards and their role is to be part of the Board representing all the non-agricultural interests within the Board's district. The Council must consider appointing members who have relevant knowledge or experience that is relevant to the Board and its district.

1.5 Appointed members do not need to be councillors or employees of the Council, therefore can represent wider relevant interests within the district, eg major infrastructure, commerce, community groups, environmental interests.

1.6 All Members are reminded that have equal status to each-other around the Board table and are here to serve the interests of the Board.

2. Attendance

2.1 The table below outlines the attendance record for the last four meetings of the Board.

Elected Members

No	Name	27/4/2023	3/11/2022	28/4/2022	4/11/2021
1	Patrick Allpress	Present	Present	Present	Present
2	Gregory Bliss – now resigned	apologies	apologies	-	Present
3	Charles Boughton	apologies	apologies	Present	Present
4	Jonathan Brown	Present	Present	Present	Present
5	Robert Brown	Apologies	present	present	Present
6	Lord De Ramsey	Apologies	present	apologies	N/A
7	John Heading	Present	Present	Present	Present
8	Marc Heading	Apologies	apologies	present	Present
9	Dr Derek Langslow	-	-	-	-
10	Mathew Latta	Apologies	present	present	present
11	Andrew Lensen	Present	apologies	-	-
12	Samuel Raby	Present	present	present	present
13	Paul West	Present	present	present	present
14	Hugh Whittome	Present	present	present	present
15	Stephen Whittome	Present	present	apologies	present

Appointed Members (current and previous)

No	Name (Council)	27/4/2023	3/11/2022	28/4/2022	4/11/2021
1	C Crofts BCKLWN	Present	Present	Present	Present
2	D Laws FDC	apologies	-	Apologies	Attempted remotely
3	A Miscandlon FDC	Present	-	Apologies	-
4	Sally Howell HDC	Present	present	-	-
5	W Sutton FDC- no longer cllr	Present	present	present	

3. Elections, vacancies & appointments

3.1 Current vacancies – July 2023 – 1 elected

4. Composition and amalgamations

- 4.1 The Board is encouraged to continually monitor and review its membership, financial and climate resilience, along with assessing its influence locally, regionally and nationally. These are all factors that may lead the Board to consider changing its composition and/or amalgamation with (an)other Board(s).
- 4.2 Amalgamations and composition changes are not swift processes and can take a number of years. They require planning and additional/specialist resourcing by the MLC as your clerk, Environment Agency and Defra. Therefore, the Board is encouraged to think ahead five to ten years in its decision making, thinking about the next generation.

5. Training

- 5.1 All Members are asked to digest the Good Governance Guide for Internal Drainage Boards published by the Association of Drainage Authorities and view the five accompanying videos intended to bring the guide to life. They are available via <https://middlelevel.gov.uk/about/idb-governance/>
- 5.2 To date 0 of 10 Board Members have reported viewing all five videos.
To date 12 of 14 Board members have reported viewing 2 of the five videos
- 5.3 Members are asked to identify any topics areas they would value further training on as well as any site inspections that would help them undertake their role on the Board more effectively.
- 5.4 Member training is reported to Defra as part of the annual IDB1 return.

Author Name: Polly Tombleson
Role: Senior Business Support Officer

Members were reminded of the importance to digest the Good Governance Guide for Internal Drainage Boards published by the Association of Drainage Authorities and to complete the viewing of all five accompanying videos. The Chairman added that if members attended the launch session, then they should let the office know as this covered the topic adequately and the videos acted as a good refresher of the session.

B.3836 Appointment of an Appointed Member of the Board to be a member of the Executive Committee and Chair of the Employment Committee.

RESOLVED

A Miscandlon Esq (FDC) has been appointed a member of the Executive Committee and as Chair of the Employment Committee.

B.3837 Refresh of the Board's Employment Committee, Conservation & Climate Committee and User Committee

RESOLVED

The Board supports the creation and adoption of a revised Terms of Reference for the Employment Committee. The Chief Executive will draft this in conjunction with the Chair, Vice Chair and lead Staff Representative with the Employment Committee authorised to finalise and adopt at their next meeting.

The Board approves to review and reaffirm its membership on the Employment Committee and confirm the Chair – A Miscandlon (FDC) and Vice Chair of the Committee – Ms S Howell (HDC).

With reference to page 11 of the Annual Report the Conservation and Climate Committee conducted their first meeting in September 2023. The Board recognised that consideration needs to be granted to how the Board is setting and governing climate change objectives, in particular carbon reduction objectives. A simple audit has been completed and day to day carbon reduction factored into decision making, but unfortunately capacity and priority to start delivering a comprehensive carbon reduction strategy has not been possible yet.

The Board resolved to support a refresh of its Conservation & Climate Committee and appointed Ms S Howell (HDC) as Chair of the Conservation & Climate Committee along with Dr D Langslow and S T Raby Esq as members.

With regards to the User Committee any further sessions have been paused as interest has been minimal from existing members. Some members proposed an extension to the Navigation Advisory Committee (NAC) to include wider user interests, however this was not recommended given the statutory role of the NAC.

Strategy & Delivery

Storm Babet

Jon Fenn – Operations Engineer gave an overview of our operational response to Storm Babet, the third biggest event after 1998 and 2020 in career memory.

Storm Babet saw 60mm of rain fall across our catchment compared to 40mm within the December 2020 flood event, when we had concerns about potential breaches within our system. The key difference between Babet and 2020 was that in 2020 the catchment was saturated and with Babet the ground was dryer and was able to absorb much of the rainfall. It was also our first test of manual intervention at St Germans as part of the trial approved by the Board at their April meeting.

Ahead of Babet we created a 'hole' by lowering levels sooner and swifter than the automated system would have done. The forecast rainfall materialised and we successfully moved significant amounts of water through our system without concern about breaching of embankments. Approximately 11,000 megalitres of water was pumped at St Germans, this is equivalent to 4,400 Olympic sized swimming pools. With the catchment subsequently saturated following Storm Babet, leading into the weekend of 28th/29th October, with rainfall forecast, we again created a 'hole'. However, this time the forecast rainfall did not materialise and river levels took longer to rise again

We managed the event successfully, overcoming some major challenges particularly at Bevills Leam Pumping Station. There is lots of learning that has been drawn from the event, and it was great to have all the workforce involved in the de-brief. The event was the first test of our manual intervention trial at St Germans and the impact on the boating community was highlighted with a need to fine-tune and be sensitive to any impacts. The Chair and the Board thanked the staff for their successful operational response.

B.3838 Highlights and resolutions from the Annual Report

Please digest these minutes in combination with the Annual Report

A - Chief Executive Summary

Referring to page 4 of the Annual Report, the Chief Executive summarised his observations from his first suite of IDB meetings and outlined the recommendation and benefits for introducing Key Health Indicators (KHIs). Enabling these will help support the Boards understand and proactively address their key risks and understand their relative health. The KHI's will also enable the Middle Level Commissioners to assure focus on the service provisions for IDBs.

The Chief Executive reflected on the positive reception at the MLC & IDB Chairmans session recently for the need to locally review and drive change in the IDB model to proactively mitigate risk and future proof. Lord de Ramsey welcomed the observation and supported the need for reform, driven by the Commissioners.

RESOLVED

The Board resolved to support the development of 'Key Health Indicators' (KHI's) and comparison metrics for the Middle Level Commissioners and administered IDBs.

The Board has also agreed to support the reintroduction of HR services and recognise that the associated costs will need to be catered for within the future year's budgets.

B - Health & Safety

The Board noted the various health & safety issues and mitigations included within the Annual Report.

- (i) Insurance & Utilities
Electricity Service

RESOLVED

The Board has agreed to support the approach of bringing a small group of IDB chairs together as part of the decision making and delegate the decision making on the next electricity contract to the Chairman and Vice Chairman.

C - Land & Property - Office, Depot & Sites

RESOLVED

The Board have agreed to support the delegation of authority to the Executive Committee to agree and approve any individual items of health, safety and security work at MLC offices, depot and sites above £5000. With items below £5000 the authority is delegated to the Chief Executive.

D - Environment & Carbon

Sofi Lloyd – Environment Officer referring to page 8 within the Annual Report provided an overview of her process review, the seed trial and how MLC owned land could start to work harder and smarter for biodiversity.

(i) St Germans Eel Passage Refurbishment

The Environment Officer explained to the Board how the Eel Pass at St Germans was never designed to be used as a monitoring station so it presents some health and safety issues in being used as such. The current pass also risks causing harm or distress to eels whilst being held for assessment due to increased number of Chinese mitten crabs also using the pass and zebra mussels clogging up the pipes. Therefore, making the pass currently inoperable.

The Environment Officer has received quotes to refurbish the passage at an estimated cost of £25,000 with the offer of £9,000 of funding from the Environment Agency fisheries team if the work can be concluded this financial year. She reported that she is looking for alternative quotes to ensure value for money. The Treasurer reminded the Board that there was a £5,000 provision for this work budgeted with the 2023/24 rates.

A Lenson Esq questioned the level and case for spend. The Chief Executive reminded the Board of their statutory duties. Lord de Ramsey reflected that there were some decisions that we should just get on with without too much debate.

RESOLVED

The Board acknowledges that they have a statutory duty to enhance the environment, and approved in principle the refurbishment of St Germans eel pass with the Executive Committee delegated authority to ensure value for money.

(ii) Lowland Agricultural Peat Small Infrastructure Pilot (LAPSIP)

Referring to Page 11 of the Annual Report, the Chief Executive reported that a bid has now been submitted to ADA. He outlined that a bid for £260,000 has been submitted for a new structure at Horsey Toll to maximise our water level management capabilities at the input to Pig Water that feeds water from the Nene into the Bevill's pond where there is substantial peat.

He outlined that the Commissioners would need to de-commission the existing structure outside of this project and underwrite a minimum of £10,000 of the risk given that £250,000 is currently the maximum grant available.

RESOLVED

The Board supported the LAPSIP bid and the need to underwrite a portion of the financial risk. They acknowledged that the existing structure would need to be programmed for de-commissioning outside of this project should it be a successful bid.

(iii) Lowland Agricultural Peat Water Discovery Pilot (LAPWDP) & Fenland SOIL

Referring to Page 12 in the Annual Report, the Chief Executive gave an update outlining that it was Fenland SOIL's intention to submit a bid that included a pre-feasibility style assessment on the Facet Nene/Pig Water.

RESOLVED

The Board supports the partnership working with Fenland SOIL and agrees to become a member of Fenland SOIL should the terms and costs of membership be agreeable to the Chief Executive and Chairman.

E - Navigation

Referring to page 14 of the Annual Report, the Chief Executive focussed in on aspects of our navigation work where a Board resolution was important.

Firstly, he outlined the need to move forward on boater facilities commitments made within the passing of the Middle Level Act (2018) and referenced the principles and plans for delivery of 'Phase 1'.

RESOLVED

The Board supports the boater facilities principles as outlined and Phase 1 delivery of works, which aims to include water points at Stanground Lock, Salters Lode Lock, and the MLC office mooring, as well as opening a portion of the mooring up for visitor access. The Board recognised that delivery was on a reasonable endeavour's basis given capacity and priorities, and that delivery at Salters Lode would be complex and require a range of issues to be resolved largely with the Environment Agency.

(i) Non-Standard Licensing

RESOLVED

Following the proposals included in Appendix 4 in the Annual Report the Board approved the adoption of the 'Marina Only', 'Project', 'Trade', and 'For Sale' categories of licensing to start in the 2024/25 along with the associated conditions, also including the inclusion of 'butty boats' into the unpowered vessel license.

The Board approves the delegation to the Executive Committee with the advice of the Navigation Advisory Committee any subsequent changes to these categories based on a periodic review of their implementation.

ii) Anglian Pass

The Chief Executive highlight how valued the Anglian Pass is by boaters and that the current 3 -year agreement comes to an end soon. He mentioned that discussions are ongoing to extend the agreement which will enable boaters with a CRT Gold licence or annual licence with either the MLC, Environment Agency (Anglian Waterways) or Conservators of the River Cam to continue to navigate on all three Anglian Pass partner navigations.

RESOLVED

The Board supports the Middle Level Commissioners entering into a new Anglian Pass Agreement should the Chief Executive be reassured that improved administrative safeguards are put in place.

iii) Canal & River Trust (CRT) Gold Licence

At present the Environment Agency receives Gold Licence income from boaters with a home mooring on the Middle Level, however they are open to creating an arrangement with the Commissioners to see that income, less an administration fee, be provided to us.

RESOLVED

The Board agrees and supports the Chief Executive in entering into a suitable arrangement with the Environment Agency along with a data sharing agreement with CRT to enable this.

F - MLC Service to IDBs

Referring to page 18 in the Annual Report, the Chief Executive highlighted that one of his key observations since joining was that the services provided by the MLC to the IDBs require a review and refresh so that they become fit for the future. He reported that there are too many assumptions and a lack of clarity. He outlined that the intention is to develop a service catalogue over the next 12-18mths that will provide clarity over the services offered, along with the associated term and conditions and fee arrangements.

RESOLVED

The Board recognised the need for clarity associated with its service provision to IDBs and support the development of a service catalogue along with associated terms, conditions and fee arrangements. The Board agrees to delegate the responsibility to the Executive Committee to provide inputs as this work evolves, with any final arrangements to be reviewed and approved at the future Board meeting.

G - MLC Bank Raising Scheme

The Chief Engineer presented to the Board an overview of the Bank Raising Scheme and referred to page 21 in the Annual Report. She outlined the scale and complexity of the scheme, comparing it to the Environment Agency's Middle Level Barrier Bank work as well as the Commissioner's 'business as usual' maintenance desilting. She outlined the nature of the works going on within the current planning stages of the project and highlighted the resourcing challenges in getting the right internal and consultant/contractor teams together.

She reported that the Bank Raising Team undertook competitive tendering for consultancy services using an established public sector framework called ESPO. Unfortunately, this resulted in only two tender returns, neither of which fully met our requirements. Alternative procurement routes for consultancy services are now being progressed through SCAPE via the contract already established with Balfour Beatty.

The Chief Engineer then highlighted that the approved budget for the scheme was based on very limited planning and assessment to get to Outline Business Case (OBC) stage. She added that whilst the OBC did include a 60% optimism bias contingency sum, given the nature of inflation since this date, it was likely that once the current planning stages have concluded, there would need to be a Business Case Update Report developed and submitted to the Environment Agency with a potential, but currently unconfirmed need, to increase the project's approval value and FCRM GiA budget. This will include a review of the economics used in the OBC to also update the benefits in line with inflation.

In addition to this, the wider project economics are being reviewed to reset the baseline benefits to ensure the project continues to be cost-beneficial and maximise GiA funding contributions. On this basis we may need to prioritise works to reflect available funding and maximise the benefits delivered.

There followed a series of questions:

- J Brown asked if that meant we may not get the funding we have been promised? Chief Engineer confirmed that this was not the case, £23M has been allocated to the project. However, costs will certainly increase and will likely require additional funding.
- A Lensen: The project is assumed fully funded now but may not be in future – was inflation proofing built in? Chief Engineer confirmed that prices in the OBC were based on pre-covid and included a contingency. There has been a large rise in inflation since and the project economics will be reviewed. GiA rules will allow for inflationary rises. Also, inflation also increases the benefits delivered by the project.
- J Brown asked how much more increase is needed? This information is not yet available. However, comparing the EA's Middle Level Barrier Bank project, it cost approximately £1M/km to raise the bank using imported virgin clay.
- Is the approved contingency in addition to the £23M? No, the total approved cost includes contingency.
- All preliminary work (including outline design and investigations) being done now is funded.
- A Lensen stated that the OBC was based on pre-covid costs and based on his experience of recent cost rises, significant cost increases can be expected due to inflation. It was confirmed that the GiA process allows for this.
- S Raby stated that the £23M had been approved for 4 years, but work on the ground had still not started. How much more funding will be needed? This is not confirmed yet but more information is expected shortly. In response, J Brown noted that the complexity of the project may not have been fully assumed at the start and that we need to ensure we have a proper

order of work. P Burrows confirmed that the Board capped expenditure on the Outline Business Case to £100k and reflected that this is very small in comparison to the average of 10% of scheme costs to develop an OBC.

- S Raby asked if any planning permission is needed? This is not expected as the work will be delivered under MLC's permitted development rights. But if hard defences are required, these may need planning permission. These elements will be progressed as early as possible because it takes longer to plan for, and secure, planning approval and involves more consultation with landowners.
- M Heading –stated that the current spending review (CSR) period ends in 2026/27. Our delivery programme will extend beyond this – is there a risk of losing the funding? P Burrows confirmed this was not the case as the approval of the £23M is already in place. However, the affordability of cost increases beyond this is uncertain. We provide a regular cost forecast to EA to ensure they have a forward look, and the project can help to maximise the delivery of grant and outcomes early in new CSR period.

Another key issue the Chief Engineer reported to the Board was the need to consider the challenge associated with the technical design and specification of the embankments. The current expectation is to raise the banks with locally available material to a tried and tested method within embanked lowland landscapes. However, whilst the construction of embankments has historically proved successful with this approach, it is not how the industry specifies and builds new banks today. The designers may not accept design liability where we request a deviation from current design codes. The Chief Engineer advised that the Commissioners need to prepare themselves to accept a degree of design liability.

RESOLVED

The Board supports the approach to let a consultancy contract through the SCAPE framework.

The Board acknowledges and accepts the embankment technical design liability risks and supports the project team in determining the best solution.

The Board recognised that the additional funding, should it be needed, is not guaranteed, and that the project team may need to prioritise works accordingly.

The Chairman reiterated importance of these resolutions.

H - Woodwalton Fen

The Chief Engineer reported that Woodwalton Fen Reservoir has now been formally registered with the Environment Agency as required under the Reservoirs Act 1975. She highlighted that this place's additional duties on the Commissioners as 'undertaker' with regards to inspections, maintenance, monitoring, record management and emergency planning, with associated additional costs.

Mr Daniel Sharp from Stantec has been appointed to provide Supervising Engineer services. This includes undertaking an annual visit and preparing an Annual Statement under section 12 of the Act, in addition to providing general support and advice. The Chief Engineer will prepare a programme and budget for this moving forward.

RESOLVED

The Board agrees and adopts the good practice principles for the ongoing liabilities as undertaker therefore taking the high risk, albeit proportionate, approach for Woodwalton Fen Reservoir.

The Board also noted their statutory duties under the Reservoirs Act and authorised the Chief Engineer to act on its behalf in ensuring compliance with the Act.

i Staffing

Referring to pages 31 and 32 of the Annual Report the Chief Executive summarised the initial recruitment measures being undertaken that have been agreed with the Executive Committee to scale up for increased capital works delivery. He also outlined the clarity in delegation needed to ensure agile regrading decisions could be made.

RESOLVED

The Board acknowledged the organisation's capacity stresses and supported the initial measures identified that start to address these.

The Board delegated decision making associated with staff regrading proposals to the Executive Committee with the Committee able to approve any supported case for regrading and determine that date they come into effect.

The Chairman suggested that given the time, other items and recommendations within the Annual Report be taken as read and approved. Giving members the opportunity to interject if there was an item they wanted greater focus on.

Finance

B.3839 Payments by the Commissioners

As all payments had been seen and approved by a Board member prior to the meeting the Board the Board agreed the payments amounting to £3,157,907.73 during the period from April 2023 – September 2023, viz:

MIDDLE LEVEL COMMISSIONERS

Payments April 2023 to September 2023

Allertons Auto Electrical & Diesel	379.19
B J Plant Hire Ltd	2,304.00
Barclay & Mathieson	2,454.00
J Bates & Sons	3,290.40
Beebys Ltd	2,447.26
L Bennett & Son Ltd	214.97
Blue Compass Ltd	49,571.95
L R Boon & Sons Ltd	90.03
Ben Burgess	840.00
CTS Security Ltd	2,619.00
Cope Safety Management Ltd	1,009.87
Oliver Cromwell Hotel	807.00
Davies Contracting Ltd	756.00
D & J Transport Ltd	1,194.00
Disco Drives (Kings Lynn) Ltd	4,734.52
Ernest Doe & Sons Ltd	338.77
Grafton Projects Ltd	300.34
Harrison Agricultural Contracting Ltd	1,957.50
Insight Direct (UK) Ltd	376.99
Kings Lynn IDB	123.49
Lawtronic Ltd	646.92
G & CA Lombardo Ltd	651.60
Lyreco Uk	155.45
March Electrical Supplies Ltd	317.40
Mastenbroek Environmental Ltd	612.22
Mill Stainless	203.70
Officeflow Ltd	530.18
Parts Plus	488.76
Pro-Purus Ltd	35.88
Huws Gray Ridgeons	1,405.02
RS Components Ltd	631.27
Royal Mail	80.00
Streamline IT Solutions Ltd	646.80
Trade UK (Screw Fix)	453.74
Technology Services Group Ltd	540.52
Taymor Plumbing Supplies Ltd	131.68
Veolia Environmental services	30.88
Water Resources East	840.00
Watson Fuels (WFL Uk Ltd)	2,278.77
Welding Centre Ltd	124.16
Wrights Tools Ltd	1,991.11
Kings Lynn & West Norfolk Borough Council	188.25
JT Boiler Services	85.00
HMRC Tax & NI	36,691.38
Unison	39.75
CCC Pensions Income	19,736.34

HM Land Registry	6.00	
Pitney Bowes	400.00	
Fenland District Council	4,502.00	
Chubb Fire & Security	320.33	
Staff Reimbursement	45.00	
Hemos	1,125.61	
Barclaycard	245.37	
Allstar	2,478.36	
Andrews & Arnold	7.18	
Prudential AVC	2,500.00	
P B Turton	100.00	
Month 1 - Salaries	57,233.58	
Month 1 - Wages	22,466.70	
Radius Telematics	8.40	
Davies Contracting Ltd	10,230.00	
NEST	6,932.32	
Bottomline	47.99	
Nuneaton Signs	398.39	
EE	182.05	
Towergate	192,275.57	Insurance Premiums - Middle Level & Administrated Boards
HMRC VAT	64,048.91	Vat March 2023
UKHab Ltd	180.00	
AF Group	62,341.98	Electricity
Intacept Management Ltd	352.08	
Allstar	2,340.59	
Telecom MGMT Ltd	66.37	
Staff Reimbursement	9.20	
Allertons Auto Electrical & Diesel	29.40	
L Bennett & Son Ltd	187.16	
Blue Compass Ltd	29,304.72	
L R Boon & Sons Ltd	144.85	
CW Group	243.00	
Clean & Clear	650.00	
Cope Safety Management Ltd	1,009.87	
Crown Lodge Hotel	160.80	
D & J Transport Ltd	4,362.00	
Davies Contracting Ltd	7,083.00	
Disco Drives (Kings Lynn) Ltd	1,047.00	
EE	177.54	
Ernest Doe & Sons Ltd	267.76	
Dormar Products	885.60	
Environment Agency	1,022.54	
Grafton Projects Ltd	44.72	
T C Harrison Ford	320.00	
P & L Hayes (Farms) Ltd	283.20	
J S Holmes Ltd	916.24	
Tracey Kent	180.00	
Kew Grasscare	621.82	
Kett Autopaints (Anglia) Ltd	53.28	
Lawn- Boy: Farm Services	1,467.80	

G & CA Lombardo Ltd	116.40
Lyreco Uk Ltd	409.20
Mastenbroek Environmental Ltd	206.27
Newsquest Media Group	179.52
Ocean Safety Ltd	705.06
Officeflow Ltd	567.91
Ogden Motor Engineers Ltd	630.00
Oil Tank Replacement & Services Ltd	2,580.00
Peleman Industries Ltd	9.03
Peterborough Parts Plus	216.89
Pro-Purus Ltd	100.56
Pulsar Measurement	362.40
RS Components Ltd	568.76
Trade UK (Screw Fix)	194.81
Streamline IT Solutions Ltd	960.66
Switch	720.00
Technology Services Group Ltd	381.00
Taymor Plumbing Supplies Ltd	48.36
The Lock Team	90.85
Thurlow Nunn Standen Ltd	91.25
Veolia Environmental services	61.18
Watling JCB Ltd	101.89
Watson Fuels (WFL Uk Ltd)	6,689.35
Wrights Tools Ltd	101.35
British Telecom	527.10
Kings Lynn & West Norfolk Borough Council	186.00
Barclaycard	3,377.05
HMRC Tax & NI	35,440.32
Unison	39.75
CCC Pensions Income	17,013.65
Wrights Tools Ltd	8.26
Staff Reimbursement	11.04
The Wildlife Trust BCN	1,323.00
Pitney Bowes	411.45
Hunt & Coombs	200.00
Anglian Water	34.17
Weightmans	585.00
Shoosmiths	1,664.40
Fenland District Council	4,506.00
Andrews & Arnold	5.20
Barclaycard	198.47
Prudential AVC	2,500.00
Month 2 - Salaries	63,721.98
Month 2 - Wages	24,651.20
Allstar	2,010.80
Radius Telematics	8.40
J Huggins & son Ltd	75.00
Norfolk County Council	900.00
NEST	6,932.32
J D Signs Ltd	1,108.80

Anglian Water	59.81
Shoosmiths	2,671.80
JBS Training (Pole Position Training)	660.00
Neil Graver	769.00
R D Diesels Ltd	5,400.00
Staff Reimbursement	44.99
Iliffe Media Publishing Ltd	187.20
Bottomline	51.25
Land Registry ref. 9394744	36.00
British Telecom	178.28
AF Group	11,075.72
JBS Training (Pole Position Training)	660.00
Salix River & Wetlands Services	4,877.10
Staff Reimbursement	6.14
Staff Reimbursement	30.60
WB Power services Ltd	741.58
Staff Reimbursement	69.48
Allstar	1,806.11
British Telecom	73.20
Telecom MGMT Ltd	65.89
Cyclescheme	2,327.00
Barclaycard	1,255.04
British Telecom	1,340.00
Allertons Auto Electrical & Diesel	120.58
3B design & Print Ltd	291.60

Excavator/Long Reach for Bank Raising, Cardea Desilting, Catchwater
Flailing, Gladly Landing Stage, Bank Reshaping @ Well Creek, Bank
Revetment & Removal of Fly Tipped Asbestos

B J Plant Hire Ltd	76,968.96	
Bank Farm Ltd	1,400.00	
Beebys Ltd	1,262.60	
L Bennett & Son Ltd	172.79	
Blue Compass Ltd	61,505.99	Salary for Consenting Engineer/Bank Raising Scheme
Ben Burgess	45.00	
CTS Security Ltd	1,473.36	
Camline Cambridge Ltd	856.80	
Cope Safety Management Ltd	1,009.87	
D & J Transport Ltd	12,000.00	
Esri UK Ltd	1,383.60	
Fenland District Council	160.68	
Fenland Fire Appliance LLP	211.80	
Fleet Timber Supplies Ltd	5,040.59	
T Goakes Building & Groundwork's	108.00	
Grafton Projects Ltd	25.16	
H L Hutchinson Ltd	250.80	
KSB Ltd	38,310.04	
Kew Grasscare	621.82	
Lawn-Boy Farm Services	12.25	
Lyreco UK Ltd	201.96	
B W Mack (Machinery) Ltd	2,462.25	
Malary Ltd	330.00	
March Electrical Supplies Ltd	355.15	
N L Hydraulics	186.60	

Newsquest Media Group	373.56	
Ocean Safety Ltd	249.34	
Officeflow Ltd	577.91	
Oliver Seeds	1,161.60	
Outwell Timber and Building Supplies Ltd	92.99	
Peterborough Parts Plus	255.71	
Peleman Industries Ltd	191.34	
Penny Farthing Garage	58.60	
Pulsar Measurement	1,451.52	
RS Components Ltd	1,426.13	
Royal Mail	80.00	
Royal Mail	1,044.00	
Trade UK (Screw Fix)	32.99	
Searle's Forestry Ltd	12,966.00	
WH Shoebridge & Sons Ltd	1,484.52	
Streamline IT Solutions Ltd	2,067.83	
Thurlow Nunn Standen Ltd	98.28	
Technology Services Group Ltd	741.00	
Veolia Environmental services	1,359.41	
Watson Fuels (WFL Uk Ltd)	29,635.20	
WhitIngs LLP	14,520.00	
Witham Oil & Paint (Soham) Ltd	1,188.88	
Wrights Tools Ltd	496.34	
Kings Lynn & West Norfolk Borough Council	186.00	
HMRC Tax & NI	42,592.72	
Pitney Bowes	410.52	
NFU Subscription	277.80	
HM Land Registry	12.00	
CCC Pensions Income	19,056.53	
Unison	39.75	
Andrews & Arnold	5.82	
Fenland District Council	4,506.00	
Aquatic Chalks T/A AJS Fisheries	5,500.00	
Allstar	1,570.41	
Barclaycard	231.42	
Prudential AVC	2,500.00	
First Giraffe Design	115.20	
Land Registry	6.00	
Marine Tech	167.16	
Radius Telematics	8.40	
Month 3 - Salaries	59,830.01	
Month 3 - Wages	23,742.42	
PWLB	64,873.50	PWLB Loan Repayment Office/Depot
Beeby's Ltd	1,330.84	
CMS Electrical Services	2,049.60	
D & J Transport Ltd	6,726.00	
JBS Training (Pole Position)	660.00	
Bottomline	50.68	
NEST	7,427.56	
Streamline IT Solutions Ltd	646.80	

Anglian Water	128.27	
Anglian Water	96.71	
EE	179.47	
Mrs J Payne	18.09	
BOC Ltd	3,018.36	
AF Group	19,199.87	
Switch	3,648.00	
The Curtain and Blind Studio	293.44	
EOC Services Ltd	834.85	
Staff Reimbursement	34.33	
Allstar	2,181.61	
Barclaycard	1,708.70	
Telecom MGMT Ltd	66.03	
Antifriction Components Ltd	801.81	
L Bennett & Son Ltd	70.63	
Blue Compass Ltd	50,039.00	Salary for Consenting Engineer/Bank Raising
L R Boon & Sons Ltd	136.66	
Boston Crop Sprayers Ltd	1,832.40	
Ben Burgess	847.80	
CTS Security Ltd	13,510.56	
Cope Safety Management Ltd	1,009.87	
Curf & Wimblinton IDB	5,916.00	
D & J Transport Ltd	17,772.00	
Davies Contracting Ltd	8,199.00	
Ernest Doe & Sons Ltd	2,194.34	
EE	179.10	
Fleet Timber Supplies Ltd	122.20	
Fox Narrowboats	1,000.00	
T Goakes Building & Groundwork's	120.00	
Grafton Projects Ltd	154.66	
Lyreco Uk Ltd	461.76	
B W Mack (Machinery) Ltd	667.48	
March Electrical Supplies Ltd	52.43	
Mastenbroek Environmental Ltd	1,090.49	
N L Hydraulics	268.03	
Ocean safety Ltd	859.09	
Officeflow Ltd	608.58	
Peterborough Parts Plus	100.67	
Pro-Purus Ltd	114.30	
Pulsar Measurement	198.00	
RS Components Ltd	410.90	
David J Richards Ltd	77.83	
Huws Gray Ridgeons	296.82	
Searles Forestry Ltd	2,976.60	
Thurlow Nunn Standen Ltd	232.61	
Veolia Environmental services	29.88	
Watson Fuels (WFL Uk Ltd)	5,227.35	
Witham Oil & Paint (Soham) Ltd	219.95	
Wrights Tools Ltd	711.39	
Yarmouth Steel Services (Barrett Steel Ltd)	1,606.67	

British Telecom	1,521.82
HaskoningDHV Uk Ltd	2,007.60
HMRC Tax & NI	39,084.94
CCC Pensions Income	18,114.39
Unison	39.75
Kings Lynn & West Norfolk Borough Council	186.00
Fenland District Council	4,506.00
A1 Designs & Drafting Ltd	216.00
Staff Reimbursement	33.60
Land Registry ref 9394744	12.00
HMRC 1A NICS	2,589.39
Pitney Bowes	633.09
Wrights Tools	52.08
Newlyn PLC	47.15
J Bates & Sons	23,364.60
Pitney Bowes	863.81
B Morley Ltd (Remoti)	720.00
Mr M Spruce	346.73
Prudential AVC	2,500.00
Month 4 - Salaries	61,467.47
Month 4 - Wages	24,601.28
Phoenix Heating	155.00
Whittlesey IDB	1,864.12
Andrews & Arnold	5.15
Barclaycard	221.53
Land Registry ref 9394744	18.00
Allstar	1,978.62
Radius Telematics	8.40
Land Registry ref	9.00
Nest	7,922.69
Carliles Nursery & Grds maintenance	200.00
Bottomline	50.87
Streamline IT Solutions	1,212.67
Davies Contracting Ltd	9,690.00
Bristol Street Birmingham	47,805.00
Total Energies	2.45
Prosperite Occupational Health Ltd	1,750.00
Mrs M E Moore	500.00
AF Group	598.00
Month 4 Salary- Leaver	131.17
Month 4 Salary - New Starter	1,319.93
Barclaycard	94.97
Rochester Bridge Trust	11,249.78
Mr D Elmore	4,050.00
HM Revenue & Customs Only	62.44
Allstar	1,951.44
Royal Mail	143.19
Telecom MGMT Ltd	70.25
British Telecom	411.03
Allertons Auto Electrical & Diesel	24.00

		Supply plant for Levelling Dredged Arising, Bank Revetment & Coir Roll
B J Plant Hire Ltd	62,417.28	Re Bank Raising & Bank Puddling works @ Ramsey St Mary Old
J Bates & Sons	4,231.20	
Beebys Ltd	2,661.68	
L Bennett & Son Ltd	305.39	
Blue Compass Ltd	44,626.66	
L R Boon & Sons Ltd	25.68	
Ben Burgess	35.71	
CTS Security Ltd	291.60	
Chubb Fire & Security	1,736.90	
Cooleraid Ltd	102.00	
Cope Safety Management Ltd	1,009.87	
D & J Transport Ltd	6,426.00	
Downham & Stow Bardolph IDB	459.84	
Ernest Doe & Sons Ltd	4,315.81	
EE	161.71	
Elmore & Son	75.00	
English Brothers Ltd	543.83	
Envirotyre Uk Ltd	407.52	
Fenland Fire Appliance LLP	898.62	
Fleet Timber Supplies Ltd	17,018.40	
Grafton Projects Ltd	306.96	
Grantham Engineering Ltd	3,468.00	
J S Holmes Ltd	1,972.74	
Hugh Crane Cleaning Equipment Ltd	170.92	
Intacept Management Ltd	42.00	
Kew Grasscare	621.82	
G & CA Lombardo Ltd	116.40	
Lyreco Uk Ltd	109.08	
B W Mack (Machinery) Ltd	98.50	
March Electrical Supplies Ltd	101.88	
Marine Tech	2,515.00	
Mastenbroek Environmental Ltd	1,277.54	
N L Hydraulics	105.00	
Newlyn Plc	29.85	
Officeflow Ltd	300.75	
Penny Farthing Garage	58.60	
Phoenix Heating	260.00	
Pro-Purus Ltd	42.71	
RS Components Ltd	56.77	
David J Richards Ltd	48.29	
Huws Gray Ridgeons	174.71	
D C Roberts & Son	730.00	
Rutterford Construction Ltd	418.50	
Searle's Forestry Ltd	6,016.80	
Steven Eagell Toyota	492.85	
T.M.C Lifting & Engineering Supplies	660.00	
Technology Services Group Ltd	6,127.85	
Upwell IDB	7,952.50	
Veolia Environmental services	30.88	
Watson Fuels (WFL UK Ltd)	5,007.86	

Wrights Tools Ltd	378.36	
Staff Reimbursement	41.99	
HMRC Tax & NI	40,523.48	
CCC Pensions Income	18,274.81	
Unison	39.75	
UP Country Autoproducts	2,804.40	
Pitney Bowes	1,560.39	
Vanaways	50,178.00	Purchase Two New Vans
Staff Reimbursement	104.77	
HM Land Registry	15.00	
Andrews & Arnold	4.15	
Fenland District Council	4,506.00	
Barclaycard	158.15	
Corona Energy	1,782.95	
Radius Telematics	8.40	
Allstar	2,222.59	
Month 5 - Salaries	60,533.92	
Month 5 - Wages	24,567.73	
Prudential AVC	2,500.00	
Anglian Water	18.34	
Deublin	1,400.40	
Towergate	122.23	
Fenland District Council	160.68	
Nest	7,541.28	
Corona Energy	44,181.14	
Davies Contracting Ltd	4,956.00	
Towergate	173.46	
HaskoningDHV Uk Ltd	1,940.40	
Valuation Office Agency	1,800.00	
Kew Grasscare	932.73	
Bottomline	52.69	
Anglian Water	133.27	
Land Registry	18.00	
KPS Services	120.00	
Abbey Lane Kitchen	1,094.50	
TSG	381.00	
RS Components Ltd	103.72	
Staff Reimbursement	27.35	
AF Group	5.62	
British Telecom	166.98	
Land Registry	69.00	
Allstar	1,912.40	
Integrated Truck Services Ltd	434.40	
Barclaycard	1,012.09	
645 Services Ltd	4,920.00	
Telecom MGMT Ltd	70.79	
British Telecom	73.20	
British Telecom	1,407.94	
Mrs C Leeder	258.22	
Allertons Auto Electrical & Diesel	191.07	

Beebys Ltd	1,330.84	
L Bennett & Son Ltd	247.05	
Blue Compass Ltd	42,599.59	
L R Boon & Sons Ltd	397.90	
Carlile's Nursery & Grds Maintenance	200.00	
Cope Safety Management Ltd	1,009.87	
Corrin Software Products Ltd	1,320.00	
D & J Transport Ltd	10,890.00	
Ernest Doe & Sons Ltd	874.09	
EE	169.86	
English Brothers Ltd	12.53	
eurofins Chemtest Ltd	3,828.00	
Gap Ltd	884.19	
Grafton Projects Ltd	35.97	
Kew Grasscare	310.91	
G & CA Lombardo Ltd	132.30	
Lyreco Uk Ltd	164.66	
March Electrical Supplies Ltd	67.69	
March Fifth DDC	200.00	
Mastenbroek Environmental Ltd	143.74	
Needham & Laddus IDB	50.00	
Nordelph IDB	164.92	
Tim Norton	578.57	
Ogden Motor Engineers Ltd	1,200.40	
Officeflow Ltd	237.46	
PHS Group	101.40	
RS Components Ltd	129.05	
E Rand & Sons Ltd	1,920.49	
David J Richards Ltd	104.66	
Huws Gray Ridgeons	19.13	
Technology Services Group Ltd	381.00	
Thurlow Nunn Standen Ltd	152.22	
Valuation Office Agency	2,400.00	
Veolia Environmental services	380.81	
Waldersey IDB	50.00	
Watson Fuels (WFL Uk Ltd)	6,029.18	
Witham Oil & Paint (Soham) Ltd	989.69	
Corona Energy	146,253.60	Electricity
HMRC Tax & NI	39,709.98	
Royal Mail	80.00	
Staff Reimbursement	25.00	
Whitings LLP	14,580.00	
Salix	24,870.00	
Shoosmiths	1,795.80	
Engineering & Hire Ltd	846.60	
The Wildlife Trust	4,347.00	
ADC East Anglia Ltd	1,170.00	
Streamline IT Solutions Ltd	2,607.94	
CCC Pensions Income	18,327.27	
Unison	39.75	

Radwell International Ltd	1,535.54	
Robinsons Autoservices Ltd	56,491.00	Purchase of New Truck
Hunt & Coombs LLP	7,895.48	
Andrews & Arnold	3.97	
Barclaycard	74.93	
Savills	1,044.00	
PWLB	344,120.77	repayment PWLB Loan St Germans PS Replacement Scheme
Fenland District Council	4,506.00	
Allstar	1,916.19	
Prudential AVC	2,500.00	
Maris Pumps Ltd	5,500.00	
e.on next	4.28	
Staff Reimbursement	600.00	
Radius Telematics	8.40	
Month 6 - Salaries	59,455.46	
Month 6 - Wages	24,585.82	
Nest	7,420.16	
Corona Energy	611.98	
Davies Contracting Ltd	6,786.00	
Anglian Water	183.12	
Anglian Water	197.30	
Weightmans	1,474.20	
645 Services Ltd	5,160.00	
Land Registry	6.00	
Walkers Training Service	900.00	
Bottomline	52.50	
Ms G Griffith	263.13	
Mr C Sanson	77.25	
P J Lee & Sons Ltd	184.88	
Belmont Farms	225.75	
Mr C Daniels	155.63	
BOC Ltd	321.12	
AF Group	5.73	
Grantham Engineering Ltd	2,956.80	
KSB	3,012.60	
Yarmouth Steel Services	261.36	
Xylem Water Solutions	5,285.70	
Wrights Tools Ltd	1,693.61	
CIEEM	10.00	
Allstar	2,121.41	
TA & AE Munns	5,171.89	
Telecom MGMT Ltd	70.02	
HR Your Business	300.00	
BASIS Registration Ltd	100.32	
	<u>3,157,907.73</u>	

B.3840 Miscellaneous receipts

The Board agreed the receipts amounting to £19, 793.23 during the period from the 1st April 2023 to 31st September 2023, viz;

MIDDLE LEVEL COMMISSIONERS

Miscellaneous Receipts (1st April 2023 - 30th September 2023)

Goldstar Metal Traders Ltd	Sale of scrap metal	605.20
Goldstar Metal Traders Ltd	Sale of scrap metal	184.80
Benwick IDB	Repair pumping station door after breakin - Broadalls	116.64
Churchfield & nPlawfield IDB	Land registry search - Small Lode, Upwell	6.00
Curf & Wimblington Combined IDB	Repairs to automatic weedscreen cleaning equipment - Curf Fen pumping station	244.61
East of Ouse Polver & Nar IDB	Repairs to automatic weedscreen cleaning equipment - Nar Valley pumping station	519.75
East of Ouse Polver & Nar IDB	Clear weed from pump well, clean sensors and test ultrasonic - Mill Fen pumping station	369.26
March East IDB	Set summer levels - Binnimoor pumping station	44.65
March West & White Fen IDB	Expenses in connection with board meeting	63.90
March West & White Fen IDB	Remove rubbish from Tesco drain and strim banks - Po	390.83
Needham & Laddus IDB	Expenses in connection with board meeting	134.00
Nightlayers IDB	Repairs to automatic weedscreen cleaning equipment - Nightlayers pumping station	537.90
Ramsey Upwood & Great Raveley I	Expenses in connection with board meeting	171.50
Ramsey Upwood & Great Raveley I	Land registry search - Great Raveley drain	12.00
Sawtry IDB	Bank clearance - Reach 60-61	500.00
Upwell IDB	Supply roundup and posts	240.67
Waldersey IDB	Repairs to automatic weedscreen cleaning equipment - Rings End pumping station	186.49
Warboys Somersham & Pidley IDB	Repair guard on diesel pump - Washways pumping sta	174.93
Haddenham Level DC	Road tax - AK16 WNC	320.00
Manea & Welney DDC	Expenses in connection with board meeting	212.91
Warboys Somersham & Pidley IDB	Supply spraying, bushcutting and protective equipmen	603.68
Conington & Holme IDB	Expenses in connection with board meeting	166.50
Curf & Wimblington Combined IDB	Repairs to automatic weedscreen cleaning equipment - Wimblington Common pumping station	88.68
Euximoor IDB	Repairs to automatic weedscreen cleaning equipment - Reed Fen pumping station	91.50
March Third DDC	Set summer levels - Burrowmoor pumping station	42.36
Ramsey First (Hollow) IDB	Land registry search - Ramsey Hollow pumping station	18.00
Warboys Somersham & Pidley IDB	Road tax - AO17 WMW	320.00
Sawtry IDB	Expenses in connection with board meeting	137.40
Haddenham Level DC	Road tax - AD19 OJO	165.00
Benwick IDB	Repairs to compound fencing - Copalder pumping stati	343.54
East of Ouse Polver & Nar IDB	Replace thrust bearing - Mow Fen pumping station	322.17
March West & White Fen IDB	Overhaul and repair automatic weedscreen trolley - Duncombes pumping sttaion	3,750.86
Ramsey IDB	Repalce thrust bearing - Stocking Fen pumping station	1,398.26
Warboys Somersham & Pidley IDB	Fabricate bracket for ultrasonic - High Fen pumping sta	450.87
S M T	Sale of Mitsubishi AE13 MDV	4,166.67
Upwell IDB	Diesel (Arval fuel card)	578.54
Various	Drawings	80.00
Various	Staff purchases	180.26
Various	Staff utility recharges	106.09
Various	Supply of lock handles and keys	1,123.81
Various	Provision of flood risk information	128.00
Various	Fees for soakaway, surface water and effluent discharges acceptability	495.00

19,793.23

B.3841 Financial Update

(a) The Treasurer referred to Management accounts and the Annual Return for the year ended 31st March 2023 which had been approved by the Board and the now completed Annual Return together with the comments of the auditors, whose reports were in the Treasurers report.

The Treasurer confirmed that the required notices concerning public rights had been displayed as required.

The Board reviewed their risk management policy and procedures and approved the current insured value of properties.

The Board considered and expressed satisfaction with the current system of internal controls.

The Board considered and approved the reports of the internal and external auditors.

The Treasurer reported on the out-turn for the period to 30th September 2023 and the assessment of likely expenditure for the period 1st October 2023 to 31st March 2024. In response to the Chairman the Treasurer did not consider the forecast highlighted any particular areas of concern at this point in time but that pumping costs were likely to provide the greatest risk for variance over the remaining period to 31st March 2024.

The Board reviewed and approved the forecast.

The Treasurer referred to the schedule in the report concerning the public works loan for the office/depot relocation and reported on the proposal to fund the relocation by proceeds from sale of properties that had been ringfenced for this purpose. He confirmed that following the sale of 18 Sluice Road and the increase in interest rates for Public Works Loans it was now likely that the balance of the loan could be paid off in full without the risk of penalty and with a possibility of rebate against the total due over the remainder of the repayment period.

In response to the Chairman, Mr Hill confirmed that the loan repayments were fixed and the total to be repaid over the next 6 ½ years was £843,355.50, with annual repayments being £129,747.00, which equated to a rate of approx. 1.26p in the annual rate requirement.

Mr Boughton considered that it was always intended to utilise sale proceeds to fund the relocation and it was only the economic down-turn which prevented this originally and that it was his opinion that the Board should now take this opportunity and repay the loan, subject to there not being any penalty for doing so.

RESOLVED

(a)

- i) That the Report of the Treasurer be approved.
- ii) That the Auditors reports and comments be approved.

- iii) That the present policies concerning risk management, budget monitoring and insured value of properties be continued.
 - iv) That the Chief Executive and Treasurer be authorised to make full repayment of the Public Works Loan for the office/depot relocation at such time that the repayment can be made without incurring any penalty for early repayment.
- (b) The Chief Executive referred to the completed IDB1 form for 2022/2023, which the Board noted and approved, viz;



Annual Report for the year ended 31 March 2023

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 31 October 2023 a copy must be provided to:

- Department for Environment, Food and Rural Affairs, Flood and Coastal Erosion Risk Management Division, Ground Floor, Seacole, 2 Marsham Street, London SW1P 4DF via flood_reports@defra.gov.uk
- Engineering & Standards - Policy Manager, Asset Management and Engineering, Environment Agency, Goldcrest House, Alice Holt Lodge, Farnham, Surrey, GU10 4LH via james.addicott@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 £.

MIDDLE LEVEL COMMISSIONERS

Section A – Financial information

Preliminary information on special levies issued by the Board for 2023-24

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 2023-24 (forecast)	
Name of local authority	2023-24 forecast £
1. Borough Council of Kings Lynn and West Norfolk	243,047
2. Fenland District Council	603,637
3. Huntingdonshire District Council	247,449
4.	
5.	
6.	
7.	
8.	
Total	1,094,133

Section A – Financial information (continued)

Income and Expenditure Account for the year ending 31 March 2023

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 2023 £
INCOME		
1. Drainage Rates		1,880,495
2. Special Levies		994,935
3. Higher Land Water Contributions from the Environment Agency		258,846
4. Contributions received from developers/other beneficiaries		7,593
5. Government Grants (includes capital grants from EA and levy contributions)		926,587
6. PSCAs from EA and other RMAs		16,050
7. Loans		0
8. Rechargeable Works		419,853
9. Interest and Investment Income		693
10. Rents and Acknowledgements		29,500
11. Other Income		699,534
Total income		5,234,086
EXPENDITURE		
12. New Works and Improvement Works		1,298,161
13. Total precept to the Environment Agency		17,428
14. Watercourse maintenance		558,827
15. Pumping Stations, Sluices and Water level control structures		658,271
16. Administration		1,354,871
17. PSCAs		16,050
18. Rechargeable Works		419,853
19. Finance Charges		817,988
20. SSSIs		
21. IDB Biodiversity and conservation (other than item 20 expenditure)		16,924
22. Other Expenditure		112,477
Total expenditure		5,270,850

EXCEPTIONAL ITEMS		
23. Profits/(losses) arising from the disposal of fixed assets		37,115
Net Operating Surplus/(Deficit) for the year		351
24. Developers Funds income not applied in year		915,988
25. Grant income not applied in year		547,651

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?).....

2022

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

When was biodiversity last discussed at a Board meeting (date)?.....

28th April 2022

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:

Woodwalton Fen WLMP

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

209.05 Ha.

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

204.67 Ha.

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

0

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?

186

How many pumping stations does the Board operate?

2

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

120 Cumec

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)

☐

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?	23
Seats available to appointed members under the Land Drainage Act 1991.	8
Number of elected members on the board at year end.	14
Number of appointed members on the board at year end.	5
Mean average number of elected members in attendance at each board meeting over the last financial year.	11
Mean average number of appointed members in attendance at each board meeting over the last financial year.	3

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?	2
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?

0.778%

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

MIDDLE LEVEL COMMISSIONERS

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

Signature



Date

17th October 2023

Name in BLOCK LETTERS

Robert Hill

Designation

For Clerk to the Commissioners

Email address

Robert.hill@middlelevel.gov.uk

B.3842 Determination of annual values for rating purposes

RESOLVED

The Board agreed and approved the recommendations for the determination of the annual values for rating purposes.

B.3843 Rate arrears

RESOLVED

The Board recommends to write-off the rate arrears

B.3844 Contribution from Developers

The Chief Executive reported that contributions towards the cost of dealing with increased flow or volume of surface water run-off and treated effluent have been received.

B.3845 Grass banks and Fisheries

The Chief Executive reported on the vacant grass bank lots and fisheries renewals.

B.3846 Date of Next Meeting

The next meeting of the Middle Level Board will be held on Wednesday 24th April at 9.30am.

B.3847 AOB

The Chairman expressed his thanks again to Jonathan Fenn and the operational team for their excellent operational response to Storm Babet.

S Whittome Esq said that he felt this meeting was rather rushed with lots of important topics covered and asked whether it was prudent to consider the need for three meetings moving forward. The Executive Committee would re-evaluate making best use of the allotted time and potentially introduce a 3rd meeting in the year.

The Chief Executive shared with the Board the very sad news in that John Martin CBE passed away recently. John was a hugely influential figure within the Fens and in water management across the region, and such a gentleman with it. Lord De Ramsey echoed the sentiments and reflected on the wisdom John Martin freely shared with him and other. The Board asked that their condolences are to be passed on to the family.

Lord De Ramsey, John Heading and Sam Raby announced they would be retiring after this year from the Commissioners. Each member thanked the Board for the opportunity and the Chairman thanked the commissioners for their dedication and support over the years.

Meeting closed at 12.55pm

.....
Chairman

.....
Date