

**AT A MEETING of the NORTH EAST LINDSEY DRAINAGE BOARD  
held at the AMETHYST HOTEL, EAST HALTON  
on TUESDAY 24<sup>th</sup> JANUARY 2017 at 2.30pm**

- Present**      ***Elected Members :***  
Julian Hargreaves (Chairman), Lionel Grooby (Vice-Chairman,  
Martin Archer, John Dodds, John Finch, Philip Hoyes, Kit Read  
and George Turner.
- Council Appointees :***  
**North East Lincolnshire Council -**  
Councillors Margaret Cracknell, Ian Colquhoun, Henry Hudson,  
Bill Parkinson, Ray Sutton and Alderman Peter Mills.
- North Lincolnshire Council -**  
Councillor Peter Clark and David Wells
- In Attendance:**      Jane Froggatt  
   Chief Executive, Witham Group of IDB's

**1      APOLOGIES FOR ABSENCE**

An apology for absence was received from Ted Shepherd.

**2      MINUTES**

The Minutes (as circulated) of the Annual Meeting of the Board held on the 8<sup>th</sup> November 2016 were approved and signed by the Chairman.

### 3 MEMBERSHIP OF THE BOARD

The Clerk referred to the last meeting when it was reported that as a result of the retirement of Ian Pickersgill a casual vacancy arose in the Waltham area.

Martin Archer and Henry Hudson stated that as instructed they had approached Roger Clayton of Peaks Top Farm, New Waltham and he had expressed an interest in filling the vacancy.

The Chairman stated that he would contact Roger Clayton and invite him to the next meeting.

**RESOLVED that the appointment of Roger Clayton to fill the casual vacancy be approved and confirmed.**

### 4 RATES AND FINANCE

The Clerk stated that the position as at the 31<sup>st</sup> December 2016 was as follows:

**(a) Collections -**

**(i) Rate Income :**

Rates collected to date total £489,994-81 which represents 97% of the rate levied.

**(ii) Other Income :**

Skanska	- Consent Fees(5) re Humber Pipeline	250-00
Barclays Bank	- Loyalty Reward	5-31
Northern Electric	- Wayleave	4-60
P. Lindley	- Consent Fee	50-00
H M Customs & Excise	- ¼ VAT Refund to 30/9/16	7,749.24

**(b) Financial Statement -**

General Account	£ 1,890-96
Disbursement Account	£ 3,359-61
Deposit Account	£ 449,141-34
Deposit (Conoco) Account	£ 280,722-22

**(c) Accounts Paid**

The accounts paid, net of VAT (21<sup>st</sup> October, cheque no. 102959 to 31<sup>st</sup> December 2016 (cheque no. 102970) together with direct payments totalling £136,027 - 18 were considered by the Board. The Clerk's action in drawing orders on the Board's Bankers in respect of the amounts paid was approved.

**5 BOARD MANAGEMENT FROM 1<sup>st</sup> APRIL 2017****(a) Progress Report**

Jane Froggatt stated that the Board's OS Maps were being digitised and this should be completed by early February. Work was also on going regarding the transfer of the rating records and the Sage finance system.

**(b) Joint Services Committee**

The Chairman reported that the Joint Services Committee (3 Lincoln Boards and North East Lindsey) met on the 5<sup>th</sup> December 2016 and our Board were represented by the Vice-Chairman, Philip Hoyes and myself. The Minutes of that meeting together with the Joint Services Budget for 2017/18 had been circulated with the papers for this meeting.

The proposed Joint Services Agreement which comes into effect on the 1<sup>st</sup> April 2017 has now been sent to each Board and subject to the content being acceptable will require the Chairman's signature in advance of the 1<sup>st</sup> April 2017. The document will take effect from that date but will be binding from the date at which it is signed.

The Joint Services Committee have scrutinised the document and checked by us and the Board are asked to approve the agreement.

**RESOLVED that the Chairman be authorised to sign the Joint Services Agreement in advance of the 1<sup>st</sup> April 2017.**

**(c) Members Visit and Training Day**

The Vice-Chairman stated that a number of members visited the Witham offices on the 5<sup>th</sup> December 2016 and met the staff and were showcased systems.

This was followed in the afternoon by a Members Session at the Pyewipe Inn, Saxilby where a number of speakers addressed Members of all four boards on a range of topics.

**(d) Retirements**

**(e) Trevor Vessey**

The Clerk referred to the last meeting when it was agreed that he would retire on the 31<sup>st</sup> May 2017.

Since early November, however, I have been through a very traumatic time with a serious eye condition affecting his wife. During late November and December I had a lot of time off work and wish to record my thanks to the Chairman, Vice-Chairman and Jane Froggatt for their understanding and support and to Gloria for the day to day running of the office.

I have discussed my retirement date with the Chairman and Jane and both are happy for me to finish on the 9<sup>th</sup> April 2017. I have stressed that this date will make no difference and I will close the books for 2016/17, meet the Internal Auditor and prepare the accounts for the Board's approval on the 23<sup>rd</sup> May. I will be available any time to meet and discuss any matters not only until the end of May but whenever required.

As the management of the Board transfers to Lincoln on the 1<sup>st</sup> April I do not want to be in the office every day until the end of May when apart from the accounts there will probably be little for me to do apart from clearing out the office.

What my recent situation has highlighted is the vulnerability of our present management arrangements and the resilience and back up which the Witham Service will provide.

**(ii) Gloria Scott**

Gloria stated that she had discussed her position with the Human Resources Manager of the Witham Boards and had decided to accept redundancy from the 31<sup>st</sup> August 2017.

**(iii) Chris Noble**

The Clerk stated that Chris Noble would retire as our Technical Advisor on the 31<sup>st</sup> March 2017 but would still be available to assist the Witham Group as and when required.

- RESOLVED**
- (1) that Trevor Vessey's report be accepted and that his retirement date be brought forward to the 9<sup>th</sup> April 2017 ;**
  - (2) that Gloria Scott's decision to accept redundancy on the 31<sup>st</sup> August 2017 be approved ; and**
  - (3) that Chris Noble's retirement date of the 31<sup>st</sup> March 2017 be approved.**

## 6 TO LEVY RATE FOR 2017/18

The Clerk presented his estimates of Income and Expenditure for the year ending 31<sup>st</sup> March 2018 (See Appendix 'A') and asked for the Board to approve a rate of 3.80p in the £, the same as last year.

After due consideration it was **RESOLVED** unanimously.

- (a) that a rate of 3.80 pence in the £ be levied.
- (b) that the proportion of their expenditure to be raised by the drainage rates in respect of agricultural land and Special Levies on local authorities are 4.9% and 95.1% respectively.
- (c) that the proportion between local charging authorities and the amounts received by the Special Levies are set out against the Special Levies for each charging authority ; and
- (d) to make the Drainage Rates and Special Levies set out below and that the Common Seal of the Board be affixed to the Drainage Rates and Special Levies Certificate.

DRAINAGE RATES	£	
New Works and Improvements	-	
Precept - Environment Agency	161,019	(1.21p)
Maintenance Works	231,299	(1.73p)
Administration and Other Expenses	<u>114,877</u>	(0.86p)
	£ <u>507,195</u>	(3.80p)

### SPECIAL LEVIES

North East Lincolnshire Council	£	363,958-45	(71.77%)
North Lincolnshire Council	£	117,263-28	(23.12%)
West Lindsey District Council	£	1,053-89	( 0.21%)

## **7 OFFICE LEASE**

The Clerk reported that the Board's lease with Ulceby Farms stipulates a three year notice period and is due for renewal on the 1<sup>st</sup> October 2017.

With the changes to the Board's management we have agreed with the landlord that the notice period be reduced to one year with effect from the 1<sup>st</sup> October and written confirmation is expected shortly.

**RESOLVED that the actions taken be approved and confirmed.**

## **8 ASSET REGISTER**

The Clerk stated that with the transfer of the Rosper Road Pits from the Environment Agency to the Board our Fixed Asset Register required updating and was presented for approval.

**RESOLVED that the Fixed Asset Register be approved.**

## **9 MOWING CONTRACT**

The Clerk reported as follows:

### **(a) 2017 - 2019 Contract**

At the last meeting it was reported that two tenders had been received and the Board resolved that subject to checking the tender from BIC Plant be accepted.

The tender in the sum of £102,001-09 is confirmed as correct and BIC Plant have been informed accordingly.

The tender is split into three sections and the programme of works is as follows:

2017	Section 1	(£85,339-93)	
	Section 3	(£ 9,663-47)	£95,003-40
2018	Section 1	(£85,339-93)	
	Section 2	(£ 6,996-69)	£92,336-62
2019	Sections 1 & 3		£95,003-40

**(b) Beaverbridge Plant Ltd**

Following the completion of the 2016 contract, Beaverbridge Plant had not tendered for the 2017 -2019 contract.

Beaverbridge had been the Board's mowing contractors since the early 1980's and had successfully tendered for our work ever since.

**RESOLVED that in recognition and appreciation of the work carried out by Beaverbridge Plant, Peter Scott be presented with £500 of B & Q vouchers.**

**10 KILLINGHOLME MARSHES**

The Clerk reported as follows:

**(a) Scheme Design**

Peter Brett's are carrying out further modelling work on behalf of Able at a cost of £22,500.

The conclusions from this work will assist Able's Consultants (NIRAS) in the scheme design. The final design will require the approval of our Consultants.



The summary of the work being carried out by Peter Brett's is as follows:

Title	Contents
C-204032 011116 Sedimentation and info to Niras	Letter including technical calcs for low flow estimates and high frequency rainfall events (TN001 and TN002), and comments on rates of sedimentation in the drains.
C-204032 V6 TN001 High Frequency Rainfall Analysis	Calculation record for high frequency rainfall events
C-204032 V6 TN002 Low Flow Analysis	Calculation record for low flow estimates
C-204032 181116 Task 3 Climate change	Letter explaining that if climate change allowance is to be +30% rainfall, then a 13.5 m <sup>3</sup> /s pump would be needed.
C-204032 221216 Climate change further comments	Letter explaining that if pump station capacity was limited to 10.5 m <sup>3</sup> /s, the impacts of climate change should a +30% rainfall scenario happen could be managed within the channel and with other adaptive mitigation measures. Requires your agreement before Able put the argument to the EA.
C-204032 241116 Task 4 Culvert Sizing	Letter including recommendations for culvert sizes – currently issued in draft, waiting any final comments from you to include.
C-204032 021216 Task 5 2021 Land Use	This letter considers immediate pump station requirements to deal with development to date and anticipated in the next 5 years.
C-204032 161216 Task 8 channel design	This letter explains the channel design assumptions and constraints used for the latest CAD 3d channel layout we have developed for the new site plan.
C-204032 SK25 P5	CAD drawing for updated channel design

At a meeting held in Leeds on the 12<sup>th</sup> January 2017, NIRAS presented the design and layout of the proposed Killingholme Marshes pumping station. The Board were represented at the meeting by Chris Noble (Technical Advisor) and Martin Shilling (Director of Operations - Witham).

A number of issues were raised and it was agreed that NIRAS would address these matters and a further meeting has been arranged for the 25<sup>th</sup> January at the Ashbourne Hotel, South Killingholme. Representatives from Able and NIRAS will attend together with Simon Darch (Peter Bretts), Chris Noble, Martin Shilling, the Chairman and Clerk.

**(b) C-Ro - Humber Sea Terminal**

The present drainage arrangements for C-Ro and Total were explained and it was reported that the Chairman and Clerk met with representatives from C-Ro on the 22<sup>nd</sup> November 2016.

The meeting was very useful and the Company's preferred option is to participate in the Killingholme Marshes Scheme and contribute £401,159. In principle they agreed to contribute subject to a number of conditions which are being addressed. The main conditions are as follows:

- (1) the completed pumping station is adopted by either the Board or North Lincolnshire Council.
- (2) Confirmation that the C-Ro flows can be accommodated in the North Killingholme Drain ; and
- (3) that whether or not the scheme goes ahead C-Ro may wish to make a contribution for direct run-off and is this option possible.

Option (3) will require investigation by the Board's consultants.

**RESOLVED that the position be noted.**

**11 MAIN RIVER MAINTENANCE**

The Clerk referred to the last meeting when it was reported that the Environment Agency were preparing their 2017 maintenance programme and would meet with us again in November with details of the watercourses they wished to contract out to us.

Despite reminders nothing further had been heard.

## **12 NEW HOLLAND DEVELOPMENT**

The Clerk stated that he had been approached by Andrew Howarth the Chairman of Arbor Forest regarding the development of 4.4 hectares of land adjacent to the north side of Lincoln Castle Way, New Holland.

The development would include a mixture of buildings and open storage over a period of seven years.

The site lies within the catchment of the New Holland Pumping Station which was constructed as part of a scheme carried out in 1990 on behalf of North Lincolnshire Council. The scheme was fully funded by the Council for industrial development. The site has never been developed and the land referred to by Arbor Forest will be purchased by them from the Council.

As the development is allowed for the Board would not levy a charge and the drainage would be connected to the piped system which discharges to the pumping station. Arbor Forest have been informed accordingly but advised to consider installing a gravity outfall in the event of pump failure etc. and they agreed to accept this requirement.

**RESOLVED that the present position be noted.**

## **13 PARAGON CAR STORAGE**

The Clerk referred to the last meeting when it was reported that there were still issues regarding access for the maintenance of Middle Drain. Following meetings with Paragon and their contractors, fencing has been moved back and outstanding matters resolved.

We now expect Paragon to make an approach regarding the drainage requirements for Phase 2 of the development.

#### **14 CONISTON CRESCENT SCHEME, HUMBERSTON**

The Clerk reported that Andy Smith of North East Lincolnshire Council has stated that tenders for the work were due on the 20<sup>th</sup> January. He was still working with the Environment Agency to obtain their funding having submitted a business case to them early in November.

#### **15 ROSPER ROAD PITS**

The Vice-Chairman reported that BIC Plant completed the creation of six new islands and re-profiling works in October 2016 and the site now looks quite spectacular.

The Clerk had written to the Environment Agency regarding the release of the 8 acres of grassland in order that the whole site could be under the Board's control but to date no reply had been received.

#### **16 CONSERVATION MATTERS**

The Vice-Chairman stated that so far it had been a mild winter. Darren Scott had assisted the Lincolnshire Wildlife Trust with water control at Killingholme Haven Water Pits.

The Board's biggest conservation effort is the Rosper Road Pits and what started out as a joint venture with Associated British Ports has changed somewhat in that there has been no contact from Tom Jeynes despite telephone calls and emails.

This year we had diversified from barn owls to tawny owls and two boxes had been erected in East Ravendale at the request of Councillor Iain Colquhoun.

In response to a question on the recent tidal surge, Lionel stated that there had been no problem on the South Bank of the Humber probably as a result of the precautionary measures that had been put in place.

**17 ADA CONFERENCE - 17<sup>th</sup> NOVEMBER 2016**

The Vice-Chairman circulated this report as follows:

**ADA CONFERENCE 17<sup>th</sup> November 2016**

The Conference held in London was attended by Board Members Julian Hargreaves (Chairman), Lionel Grooby (Vice-Chairman), Iain Colquhoun, Peter Mills and the CEO Trevor Vessey. The Conference was attended by some 220 delegates.

**Opening Address**

Henry Cator, the outgoing Chairman of the Association of Drainage Authorities (ADA) began the Conference proceedings. He reflected that 2016 had been a year of turbulent events but reminded delegates that the business of drainage was conducted on the basis of common sense and that it was best to keep out of politics. He remarked that given the extreme climatic events of recent years our work in maintaining watercourses was, as ever, critically important. Efficient catchment management required IDBs to work collaboratively with partner organisations, he said. He also made a plea for Boards to encourage younger people to become interested in water level management, through involvement with schools for example.

**Minister's Address**

Dr Therese Coffey, Parliamentary Under Secretary of State for the Environment & Rural Opportunities.

Dr Coffey praised IDBs for their significant contributions to drainage, managing flood risk and the environment. She thanked ADA for its participation in the National Flood Resilience Review. She was keen to see greater partnership in the water level management industry, in particular developing whole catchment strategies and natural flood alleviation schemes.

Dr Coffey said that she was also enthusiastic regarding public sector co-operation agreement and the de-maining of watercourses (from the Environment Agency to IDBs) where appropriate. After concluding her speech she addressed questions from the floor.

**Chair of the Environment Agency**

Emma Howard Boyd.

New to the job, Mrs Boyd said that she had been travelling the country to see the EA and its partners' work first hand. She reported that some £40 Million had recently been spent across the country to repair and improve flood defences following the damage suffered during the winter of 2015/16. The EA had also been working to improve flood awareness amongst the general public.

Mrs Boyd stated that there were now 55 Public Sector Co-operation Agreements in place between the EA, IDBs and local authorities. Such innovative agreements were the key to environment for communities.

**Deputy President, the National Farmers' Union**

Minette Batters

Ms Batters said that she was also a supporter of Public Sector Co-operation agreements and also partnership working with farmers. She said that the NFU held a position that government should have a long term strategic plan for flood and coastal risk management and that farmers who assist in providing land or services for the protection of the wider community they should be properly compensated.

**Chair, EFRA Select Committee**

Neil Parish MP.

Mr Parish explained that the role of his Parliamentary Select Committee was to scrutinise the work of government in flood management and to initiate better ways of doing things. Recently, they had spent much time considering the value of upstream attenuation.

His Committee had been impressed by the way the Dutch had organized political control over the water level management industry. Mr Parish was in favour of more local control not only of responsibilities but also of properly funded budgets. The Main session of the Conference concluded with question to a panel from the floor.

## **18 PLANNING APPLICATIONS**

A schedule of planning applications and replies were circulated to all Members and approved.

## **19 DATE OF NEXT MEETING**

The next meeting was fixed for Tuesday 23<sup>rd</sup> May 2017 (2.30pm) at the Amethyst Hotel, East Halton

There being no further business the meeting closed at 4.10pm.

There then followed drinks and canapés in recognition of the Clerk's imminent retirement.

***Chairman***