

UPPER WITHAM INTERNAL DRAINAGE BOARD

Minutes of the Meeting of Upper Witham Internal Drainage Board held on Monday, 25th June 2012 at South Hykeham Village Hall.

PRESENT: Mr. F. Myers - Chairman.
Mr. R.H.P. Ballerini - Vice Chairman.
Cllr. J. Boyall.
Cllr. M.D. Gallagher.
Cllr. G. Hewson.
Cllr. Mrs. S.K. Howe.
Mr. D.R. Knight.
Cllr. L.J. Pennell.
Mr. P.J. Roe.
Mr. R.D. Skelton.
Cllr .C.Smith.
Mr. B.F. White.
Mr. S.H. White.
Cllr. P.A. Woodman M.B.E.
Mr. P. Wright.
Cllr R. Coupland
Cllr C. Darcel
J.R. Scarborough
R.W. Parker
R. Kirk
Cllr M. Shaw
G.E. Porter
J.R. Hollis
Cllr D. Jackson
V. Kerr
Cllr P. Vaughan

In Attendance:

Jane Froggatt	Chief Executive and Clerk to the Board.
Rex Piggins	Outgoing Interim Chief Executive
Ken Pratt	Engineer.
Rob Spaight	Senior Finance and Rating Officer.
Lorraine Sayce	Finance and Rating Officer.

156.12 CHAIRMAN'S ANNOUNCEMENT.

The Chairman welcomed two new District Council members to the Board, Cllr. M. Shaw appointed by Newark & Sherwood District Council and Cllr. C. Darcel appointed by West Lindsey District Council.

The Chairman also welcomed back the returning members from City of Lincoln Council, South Kesteven Council and North Kesteven Council.

The Chairman reminded members that Dogdyke Pumping Station were holding an open day on Sunday, 1st July 2012 where a plaque will be unveiled in memory of John Porter M.B.E.

Apologies for absence were received from Mr R.J. Phillips, Cllr. W.R. Adams, Mr. M.J. Arnold, Cllr. N. Craft, Miss J. Kirk, Cllr. I. Stokes, Cllr. Mrs. J. Cooper, I.G. Smith and R.J. Epton.

157.12 Declarations of Interest.

Council appointees Cllr. J. Boyall, Cllr. J. Cooper, Cllr. G. Hewson, Cllr. C. Smith and Cllr. P. Vaughan of Lincoln City Council; Cllr. M.D. Gallagher, Cllr. S.K. Howe, Cllr. L.J. Pennell and Cllr. P.A. Woodman of North Kesteven District Council; Cllr. C. Darcel of West Lindsey District Council; Cllr. M. Shaw of Newark and Sherwood District Council declared interests in matters appertaining to their respective councils, as serving councillors.

158.12 Minutes.

The Minutes of the Board Meeting held on Monday, 14th May 2012 at South Hykeham Village hall were approved.

159.12 Finance and General Purposes Committee Minutes

The Minutes of the Finance and General Purposes Committee held on Wednesday, 13th June 2012 at Witham House, approved with the following amendment:

Cllr. Mrs S.K. Howe was added to the list of returning North Kesteven District Councillor's.

161.12 Risk Register

The Chairman introduced to members the risk register and advised that the Chairman, Vice-chairman and Officers to the Board had joined with Chairman, Vice-chairman and Officers of Witham First and Witham Third District Internal Drainage Boards on 28th May 2012 in attending a seminar given by the Board's Internal Auditor.

The Chief Executive explained that this was the first register and was not exhaustive. The Chief Executive explained the key identified risks as shown on the previously distributed register as well as how and why they were scored.

The Chief Executive confirmed that this document would be presented to the Board twice a year highlighting any completed actions and any new risks that had been identified.

The members noted the need to review the register and keep it as a live document and Approved the register in its current form.

162.12 Internal Audit Report for 2011/12

The Chief Executive presented the Internal Audit Report which had been prepared by the Boards Internal Auditor, David Gowing.

The report highlighted nothing of high priority or any significant problems, therefore no material weaknesses.

The internal auditor had given adequate assurance with a number of recommendations which have been reviewed by the Finance and General Purposes Committee.

The Chief Executive confirmed that following the report and the Finance and General Purposes Committee officers were investigating the costs involved in updating the rating system and the finance package.

The Chief Executive confirmed that the policy on pension fund discussion and the financial regulations are to be reviewed by officers and brought to a future Board meeting.

163.12 Annual Accounts for 2011/12

The Chief Executive gave an overview of the accounts and explained that the format had been kept the same as previous years. It was acknowledged the need to compare the actual figures with the budget would be added for future years, and had been discussed with the internal auditor.

The Chief Executive confirmed that the Board was in a reasonably healthy position with a small deficit of £24,492 considering the pressure of the previous year.

It was noted by the Board that the rechargeable income target was £60,000, however the income received was only £35,000, the knock on effect was higher costs in drain maintenance.

The members resolved to approve the annual accounts for 2011/12 subject to external audit.

164.12 Audit Plan 2012/13

The Chief Executive presented the internal audit plan for 2012/13 to the Board. It was noted that it amounted to 4 days at a daily rate of £200.

The audit plan took into account the risks identified by the Board in the newly approved Risk Register.

165.12 Memorandum of Understanding

The Chief Executive updated members that the memorandum of understanding was now ready to be signed. The Chief Executive confirmed that initially there has not been a large number of Consents and Enforcements received.

It was recommended by the Board that the Chief Executive sign the agreement on behalf of the Board.

166.12 Engineers Report No.E1206-CON.

The Engineer referred to his report, which had been previously circulated and which forms Appendix H to these minutes.

The Engineer expanded upon various aspects in his report and answered questions from members relating to several consent and enforcement issues.

167.12 Register of Electors.

The Chief Executive confirmed that no member of the public had been to the office to inspect the register of electors.

The Board was asked to approve the register of electors as follows:

Electoral Parish	Hectares	Annual Value	Votes
River Till and Burton	5127.657	508,808	996
North Scarle, Broadholme and Skellingthorpe	2485.262	491,798	649
City of Lincoln	328.166	28,637	113
Pike Drain and Hykeham	1024.198	125,311	383
River Brant	3922.489	659,162	733
Stapleford and Claypole	2347.778	230,172	595
Long Bennington, Barkston and Normanton	3088.834	314,080	715
South Witham	306.457	24,822	226
Borough of Grantham	17.909	1,608	37
Total	18,648.74	2,384,470	4447

The register was approved by the Board.

.....Chairman..... Date
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