

Minutes of the seventy fourth Meeting of The Witham Third District Internal Drainage Board held on Tuesday 25th October 2011 at Fiskerton Village Hall.

Present:

J C Smithson Esq ~ Chairman
R Armstrong Esq
J Boyall Esq
W S Crane Esq
R Curtis Esq
R Coupland Esq
C J Darcel Esq
J Fleetwood Esq
J R Garner Esq
P Harness Esq
D C Hoyes Esq MBE
P Hoyes Esq
M G Leaning Esq
Mrs I Parrott
P Spilman Esq
D J Straw Esq
M I Thomas Esq
P Vaughan Esq

In attendance:

Interim Chief Executive
Director of Operations
Senior Finance and Rating Officer

The Interim Chief Executive took the Chair at this point

2007. APOLOGIES

Apologies were received from: J Porter, Mrs F Martin, W Gray, Cllr Marfleet, R Hairsine, Cllr Jackson, Cllr Hewson, Cllr Philipson, P Good, R Waitman

2008. ELECTION OF CHAIRMAN

Mr J C Smithson was nominated by Mr D Hoyes, seconded by Mr P Harness and unanimously re-elected as Chairman for the Board for the ensuing year.

Mr Smithson took the Chair and thanked members for their confidence.

2009. CHAIRMANS ANOUNCMENTS

The Chairman read a message from Mr C Elkington thanking everyone for their best wishes. The Chairman also welcomed Mr R Piggins who is acting as the Board's Interim Chief Executive.

2010. ELECTION OF VICE CHAIRMAN

Mr P Hoyes was nominated by Mr J Smithson, seconded by Mr M Thomas and unanimously re-elected as Vice Chairman of the Board for the ensuing year.

2011. ELECTION OF STANDING COMMITTEE

It was proposed by Mr W S Crane and seconded by Mr M Leaning and **RESOLVED** that the Standing Committee consist of the Chairman, Vice Chairman together with Mr Armstrong, Mr I Clark, Mr Curtis, Mr D C Hoyes and Mr Porter with Mr Thomas as deputy.

2012. ELECTION OF JOINT ADMINISTRATION COMMITTEE

It was proposed by Mr P Harness, seconded by Mr P Spilman and **RESOLVED** that the Joint Administration Committee comprises of a Chairman, Vice Chairman and Mr Armstrong with Mr Curtis and Mr Thomas as deputies.

2013. DECLARATION OF INTEREST

Mr Darcel declared an interest in item 16 of the Agenda –Fiskerton Improvement Scheme.

2014. BOARD MEETINGS IN 2012

It was **RESOLVED** to hold Board Meetings in 2012 as set out hereunder:

Tuesday 31st January at Fiskerton Village Hall commencing at 11.00am

Tuesday 24th April – venue TBC commencing at 10.30am

Tuesday 19th June at Fiskerton Village Hall commencing at 11.00am

Tuesday 23rd October at Fiskerton Village Hall commencing at 11.00am

2015. MINUTES

The minutes of the Board Meeting held on 28th June 2011 were confirmed.

Matters Arising

2016. RAILWAY PATHS (Minute 1966)

It was reported that there had been no further progress.

2017. HUNTERS LANE, TATTERSHALL (Minute 1967)

It was reported that there had been no further progress.

2018. TOTAL ENVIRONMENT (Minute 1969)

The Interim Chief Executive reported to the Board the details of the presentation which was received by members of Lincs ADA on 20th October 2011. The presentation set out plans for the Total Environment project including the reallocation of funds relating to levies and Highland water.

It was also reported that a presentation had taken place on 25th October 2011 to Defra.

A wide ranging discussion took place led by the Interim Chief Executive into the impact on the Board's finances of the proposal.

It was **RESOLVED** to delegate decision making powers to the Joint Administration Committee so that the Board can react to the emerging situation.

2019. ENVIRONMENT AGENCY STANDARDS (Minute 1990)

The Interim Chief Executive read a letter received from Mr. I Russell inviting the Boards Officers to a meeting to discuss specific issues relating to standards of maintenance.

The Interim Chief Executive read two letters pertaining to works scheduled in Horncastle. A wide ranging discussion took place regarding concerns which need to be addressed.

It was **AGREED** to arrange a liaison meeting with the Environment Agency in the near future to discuss outstanding issues.

2020. ACCOUNTS 2010/11 (Minute 1993)

The Interim Chief Executive read a letter from the auditor which confirmed an Unqualified Audit Opinion had been given. The Interim Chief Executive also advised correspondence from the External Auditor dated 26th August relating to the 2010/11 accounts.

2021. TENDERS – NEW CUT SUMP (MINUTE 1995)

The concrete works have been completed by J.E. Spence, job is awaiting place of mesh cover and wooden stop logs.

2022. ABBEY LAND DRAIN (MINUTE 1996)

My Boyal requested a progress update from the Director of Operation who advised 95% of the works were complete.

2023. ASSOCIATION OF DRAINAGE AUTHORITIES ANNUAL CONFERENCE (MINUTE 2002)

The Interim Chief Executive confirmed the date and venue of the conference and advised that the Vice-Chairman and Mr D Hoyes would be attending.

2024. MEMBER TRAINING (MINUTE 2006)

The Interim Chief Executive advised he will look to arrange a training day before he leaves in conjunction with all 3 Boards.

2025. RETIREMENT OF CHIEF EXECUTIVE AND CLERK TO THE BOARDS

The Chairman read a letter to the Board which outlined his decision to resign on medical grounds.

His resignation from the Board was accepted with considerable regret.

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2026. MINUTES

The Minutes of the Joint Administration Committee Meeting held on 6th September 2011 were approved.

Matters arising

The Interim Chief Executive updated the Board on the interview process and confirmed that the Joint Administration Committee were interviewing eight candidates.

2027. MEMBERS INTEREST REGISTER

The Interim Chief Executive advised members of the requirement to inform the Board of any change to the register and to contact the Senior Finance Officer if new forms are required.

2028. BOARD POLICIES

The Interim Chief Executive listed the policies and the members considered they were appropriate for an organisation of the Boards size and responsibility.

It was noted that amendments would need to be made to the policies once the new Chief Executive was in place.

2029. INTERIM CHIEF EXECUTIVE REPORT

<u>Rate Collection</u>	£		
Previous Years Arrears	3,613.7		
Drainage Rate 10/11	141,769.47		
	<u>145,383.17</u>		
Payments received	137,279.93	96.83%	Up 5.50% on Last Year
Paid Refund	-11.38		
Value Increase	-1,781.39		
New Assessment	-60.48		
Value Decrease	1,841.87		
Irrecoverables / WO	0		
Drainage Rate Adjustment	5.69		
	<u>137,274.24</u>		

Outstanding Balance 8108.93

<u>Expenditure Summary</u>	<u>2011/12 Budget</u>	<u>Expenditure To 30/09/11</u>	<u>% Expenditure</u>
	£	£	
Joint Administration	87,140	35,910	41.20%
Admin/Establishment	11,600	4,558	39.29%
Miscellaneous Admin	2,250	1,979	87.96%
Drains Maintenance	444,300	242,048	54.48%
Pumping Stations	170,500	62,734	36.79%
Depot Expenditure	26,600	12,230	45.97%
Other Expenditure	133,100	63,704	47.86%
Capital Works	77,000	0	0.00%
	<u>952,490</u>	<u>423,163</u>	<u>44.43%</u>

Bank Balances
as at 30/09/11

Co-op Bank Current Account	£367,256.61
Natwest Investment	£200,000.00
	<u>£567,256.61</u>

The Interim Chief Executive advised the Board that up to £200,000 should be invested in a temporary deposit for up to 3 months.

It was *RESOLVED* to accept this proposal.

2030. DRAINAGE RATES

It was reported that 96.83% of agricultural drainage rates due for the year had been collected to date.

It was **RESOLVED** to write off amounts as follows:

Assessment No.	Amount	Reason
03-0728	0.79	uneconomic to collect
03-0740	1.18	uneconomic to collect
03-0745	1.58	uneconomic to collect
03-0782	0.79	uneconomic to collect
03-0822	1.98	uneconomic to collect
03-0869	1.58	uneconomic to collect
03-0903	1.98	uneconomic to collect
03-0918	0.87	uneconomic to collect
03-0927	1.82	uneconomic to collect
03-0943	0.79	uneconomic to collect
03-0978	1.98	uneconomic to collect
03-0992	1.18	uneconomic to collect
03-1035	1.58	uneconomic to collect
03-1082	1.58	uneconomic to collect
03-1146	0.40	uneconomic to collect
03-1170	1.18	uneconomic to collect
03-1192	1.98	uneconomic to collect
03-1248	1.18	uneconomic to collect
03-1300	0.79	uneconomic to collect
03-1303	1.98	uneconomic to collect
03-1353	1.82	uneconomic to collect
03-1378	2.13	uneconomic to collect
03-1382	2.13	uneconomic to collect
03-1385	1.58	uneconomic to collect
03-1411	0.95	uneconomic to collect
Total	£35.80	

2031. INTERNAL AUDIT REPORT MAY 2011

The Interim Chief Executive advised the Board of the Management Action Plan which had been fully discussed and agreed.

2032. STRATEGY AND PLAN 2011/12

The Interim Chief Executive referred to the strategy and plan submitted by the Internal Auditor.

The members were happy to accept the strategy and plan for the forthcoming year.

2033. FISKERTON IMPROVEMENT SCHEME

The Interim Chief Executive read a report prepared by the Board's Engineer. A wide ranging debate ensued regarding the various points raised.

It was **RESOLVED** to adopt the water courses as per the Engineer's report, and the Board's Officers continue to support Fiskerton Parish Council, as far as legally possible, with future maintenance responsibilities.

2034. DIRECTOR OF OPERATION REPORT

The Director of Operation referred to his report, which has been previously circulate and responded to members questions.

2035. SCHEDULE OF ACCOUNTS

The schedule of accounts for the period 1st June 2011 to 30th September 2011 were examined and **APPROVED**.

2036. SCHEDULE OF PLANNING APPLICATIONS

The Schedule was examined and the actions taken were approved.

----- Chairman ----- Date