

## **WITHAM THIRD DISTRICT INTERNAL DRAINAGE BOARD**

Minutes of the seventy eighth Meeting and Annual General Meeting of Witham Third District Internal Drainage Board held on Tuesday, 23<sup>rd</sup> October 2012 at Fiskerton Village Hall.

### *Present:*

Mr. J. C. Smithson	Chairman
Mr. P. Hoyes	Vice Chairman
Mr. R. Armstrong	
Mr. I. Clark	
Cllr. R. Coupland	
Cllr. R. Curtis	
Cllr. C. J .Darcel	
Cllr. I .G .Fleetwood	
Mr. J. R .Garner	
Mr. R. Hairsine	
Cllr. P. Harness	
Cllr. G. Hewson	
Cllr. D. C. Hoyes, M.B.E.	
Cllr. D. Jackson	
Cllr. M. G .Leaning	
Cllr. F. M. Martin, M.B.E.	
Mr. I. Parker	
Cllr. P. Phillipson	
Mr. D. J. Straw	
Mr. M. I. Thomas	
Cllr. P. Vaughan	
Mr. R. J .Weightman	

### *In attendance:*

Mrs. Jane Froggatt	Chief Executive.
Mr. Martin Shilling	Director of Operations.
Mr. Alan Gardner	Engineer.
Mr. Robert Spaight	Senior Finance and Rating Officer
Mrs. Anna Wilson	Finance and Rating Officer.

The Chief Executive welcomed Members to the meeting, this being the Board's AGM, pending the election of a Chairman.

A welcome was expressed to new Board member, Mr. Ian Parker.

### **2087 Apologies.**

Apologies for absence were received from Cllr. W. H. Gray and Mr. P. M. Good.

### **2088 Declarations of Interest.**

Declarations of interest were received from members representing City of Lincoln, East Lindsey District, North Kesteven District and West Lindsey District Councils.

### **2089 Election of Chairman.**

It was proposed by Mr. P. Hoyes and seconded by Mr. J.Garner that Mr. J.C. Smithson be re-elected as Chairman for the ensuing year.

The proposal was *ACCEPTED*.

### **2090 Chairman's Announcements.**

The Chairman took the Chair of the meeting, thanked members for his re-election and welcomed everyone to the meeting.

#### **Horncastle Flood Fair.**

Members were invited to attend the flood fair public meeting in Horncastle on 24<sup>th</sup> October 2012, 5pm to 7pm. Stalls would be manned by the Board, the Environment Agency, Anglian Water, East Lindsey District Council, Horncastle Town Council and private providers offering products for property flood resilience.

#### **Mr. Bob Sheppard.**

Members were informed that Mr. Bob Sheppard is to be awarded the British Empire Medal for services to conservation in a ceremony on 02<sup>nd</sup> November. He has worked with a number of IDBs to promote schemes like the owl boxes.

#### **Dogdyke Pumping Station Preservation Trust**

Members were informed that the Trust's open day and the unveiling of the plaque to the late John Porter on 01<sup>st</sup> July 2012 was well attended.

#### **Environmental training**

Members were invited to attend a joint training session on the environmental issues to be held at Whisby Nature Reserve, near Lincoln on 4<sup>th</sup> December 2012.

### **2091 Election of Vice-Chairman.**

It was proposed by Mr. R. Curtis and seconded by Cllr. Mrs. F.M. Martin MBE, that Mr P. Hoyes be re-elected Vice Chairman for the ensuing year.

The proposal was *ACCEPTED*.

### **2092 Election of 7 members to form the Board's Standing Committee for the ensuing year.**

It was proposed by Mr. J Garner, and seconded by Cllr. Mrs. F.M. Martin MBE, that the Chairman, Vice Chairman, Cllr. D.C. Hoyes, Mr. R. Curtis, Mr. R. Armstrong, Mr. I Clark and Mr. M. Thomas be re-elected as members of the Board's Standing Committee for the ensuing year.

This proposal was *ACCEPTED*.

### **2093 Election of three members and two deputies to the Joint Administration Committee.**

It was proposed by Cllr. Mrs. F. Martin MBE and seconded by Mr. R. Weightman that the Chairman, Vice Chairman and Mr. R. Armstrong be elected as members with Mr. R. Curtis and Mr. M. Thomas elected as deputies.

This proposal was *ACCEPTED*.

### **2094 Calendar of meetings to the end of 2013.**

The following meetings of the Board and its Standing Committee were APPROVED for 2013:

#### **Board Meetings.**

Tuesday, 29<sup>th</sup> January 2013 at 10.30am.

Tuesday, 23<sup>rd</sup> April 2013 at 10.30am.

Tuesday, 25<sup>th</sup> June 2013 at 10.30am.

Wednesday, 17<sup>th</sup> July 2013, Summer Inspection to the ADA demonstration hosted by North Level District IDB at Cross Guns Pumping Station, Wisbech.

Tuesday, 22<sup>nd</sup> October 2013 at 10.30am (& AGM).

#### **Standing Committee meetings at Woodhall Spa Depot.**

Tuesday, 15<sup>th</sup> January 2013 at 10am.

Tuesday, 09<sup>th</sup> April 2013 at 10am.

Tuesday, 11<sup>th</sup> June 2013 at 10am.

In addition, members asked that other village hall venues be explored for the 2013 meetings as parking and acoustics were not ideal at Fiskerton village hall.

### **2095 Elections 2012.**

Members received a summary of the 2012 Elections process which resulted in a 'no poll' notice being placed in the Lincolnshire Echo on 04<sup>th</sup> October 2012 as the number of members standing for membership of the Board did not exceed the number of seats available. It was noted that amongst directly elected members the Board carries two vacancies, one for City of Lincoln and Greetwell and one for Langworth. District Council nominated members of the Board remain unchanged. This concludes the Election process 2012.

### **2096 Minutes.**

The Minutes of the Board meeting held on Tuesday, 19<sup>th</sup> June 2012 were APPROVED subject to one amendment: Mr. I. Clark asked for an amendment to note that he was present at the meeting and should be added to the attendance list.

*MATTERS ARISING*

**Memorandum of Understanding for Consents and Enforcements in the Extended Catchment Area (Minute No. 2080)**

The Chief Executive advised that she, the Director of Operations and the Board's Engineer had attended a meeting between the Lincolnshire IDBs and the Lead Local Flood Authority (LLFA) on 18<sup>th</sup> October 2012 to review how the Memorandum of Understanding (MoU) was operating six months into the trial of IDBs carrying out Consents and Enforcements for and on behalf of the LLFA in the agreed extended catchment. So far this year, 51 hours have been spent on the extended catchment work, amounting to approximately £2,000 plus travel costs. Lincolnshire County Council (LCC) as the LLFA had asked that the work to March 2013 be invoiced by the IDBs and that the IDBs continue to act for them in 2013/14.

**2097 Minutes.**

The Minutes of the Standing Committee meeting held on 9<sup>th</sup> October 2012 were approved as an accurate record.

*MATTERS ARISING*

**Shortferry Pumping Station Refurbishment (Minute No. 3.2)**

The Board discussed an issue raised at the Standing Committee relating to the necessary refurbishment of Shortferry Pumping Station. Having tested the market, the Engineer's recommendation to the Standing Committee was that the Board accepts a tender from Daniel Charles Construction Ltd. in the sum of £13,267.74 for the refurbishment and it separately accepts a quotation from Cobra Engineering (UK) Ltd. in the sum of £6,423 for a new weedscreen access platform (total cost of £19,690.73).

The scheme was not in the 2012/13 budget but given the Engineer's concern to progress it as soon as practicable, it had been recommended by the Standing Committee that it be financed through virement of £20k from the £62k telemetry budget this year.

Members noted that the scheme was not within the 2012/13 budget, AGREED it should be progressed and contracts awarded as recommended and that £20k should be vired from the telemetry budget to fund it in 2012/13.

**2098 Closure of the Annual Accounts 2011/2012.**

The Chief Executive informed the Board that the Board's External Auditor, Clement Keys, provided an audit opinion on 04<sup>th</sup> October and have given the accounts an unqualified report. Members' attention was bought to the comment raised. A Closure notice had been published on 05<sup>th</sup> October and this concludes the 2011/12 Annual Accounts process.

### **2099 Financial Performance Report to 30/9/2012.**

The Chief Executive presented the mid-year 2012/13 report, previously distributed. Particular attention was drawn to the Board's projected surplus of £14,662 this financial year albeit this was early to be predicting the 31<sup>st</sup> March 2013 position. Attention was also drawn to increased electricity costs incurred at pumping stations during the wet summer 2012. The report was noted.

### **2100 Schedule of Expenditure.**

The Chief Executive gave an overview of the Schedule of Expenditure that the Board has incurred from 1<sup>st</sup> June 2012 to 30<sup>th</sup> September 2012. The report was noted.

### **2101 Approval of revised Financial Regulations for the Board.**

The Chief Executive explained the need for the revised Financial Regulations and a draft set was presented, noting that FR 4.2.2 should read £25,000 (not £25,00).

Members were informed that these proposed revised Financial Regulations had been seen by the Internal Auditor on 05<sup>th</sup> October 2012 and he had emailed to confirm he was satisfied with them.

The Financial Regulations for the Board were *APPROVED* to take immediate effect.

### **2102 Upgrade of the Board's DRS rating system.**

Members were informed of the need for and costs of implementing an upgraded DRS rating system. The cost of so doing was £1,000 (including a £250 contingency) and there were clear service benefits from linking the Ratings system to G.I.S. The cost could be accommodated within the Joint Administration budget, with the annual maintenance cost of £360 remaining unchanged. The Board *APPROVED* the case to upgrade the DRS rating system.

### **2103 The Board's banking arrangements.**

The Board received a Briefing Note informing members that the current banking arrangements with the Co-operative Bank should be reviewed. Should a better deal be found which also overcomes some of the current problems like lack of electronic payments facility, the Board delegated authority to the Chief Executive to make alternative arrangements.

### **2104 The Board's insurances.**

A Briefing Note on the Board's insurances 2012/13 was explained by the Chief Executive.

Concerns were raised about the percentage increase in overall cost from £19,523.49 to £22,098.37 and this difference of £2,574.88 was explained as largely attributable

(+ £2567.55) to the increased cost of the motor insurance policy which ensures comprehensive cover on vehicles. The Board NOTED the update.

#### **2105 DEFRA Ministerial letter.**

A Ministerial letter from Defra sent on 19<sup>th</sup> July 2012 to IDB Chairmen had confirmed that Defra did not intend to change the accountability of IDBs to LLFAs but it did ask Chairmen to respond by 30<sup>th</sup> November to identify what steps they were taking to modernise Boards and improve the breadth of skills available from membership. A draft response had been prepared but, before sending, members were invited to provide additional information to evidence the response, etc. Membership of ELS or HLS stewardship schemes. A response will be sent to the Minister by 30<sup>th</sup> November 2012.

#### **2106 Report from the Director of Operations.**

The Director of Operations referred to his report, which had been previously circulated. Matters referred to included highlighting to members:

##### **Flood event on 28<sup>th</sup> & 29<sup>th</sup> June & 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup> July 2012.**

Cllr. Mrs. F. Martin, MBE. thanked the Board's workmen for their quick response and efforts during the June / July flood events in Horncastle.

The screens, culverts and bridges on the Lissington, Minting and Gaulceby Becks were also monitored closely on these occasions.

##### **Maintenance Programme.**

The summer maintenance programme was outlined with lengths of drain passing under electricity cables, stay wires and bridge ends being cleared by hand prior to the main work being undertaken by the flails and weedcutters. This was progressing well, despite the unusually wet summer.

#### **2107 Consents and Enforcements.**

The Engineer presented the current list of consents and enforcement cases, both within the district and in the LLFA extended catchment where the Board acts for the LLFA. These were NOTED.

#### **2108 Schedule of Planning Applications.**

The Schedule was examined and the actions were noted.

#### **2109 Board's objection to East Lindsey District Council planning application number S/215/016/12.**

Members were informed verbally by the Chief Executive that the Board had objected to the proposed development of an additional 22 housing units at Bennett's Mill, Albany Road, Woodhall Spa due to known drainage problems within the system. A meeting had taken place on 18<sup>th</sup> September 2012 between the Board's Engineer, Director of Operations and Lincolnshire County Council and East Lindsey District Council to establish possible

solutions. The Director of Operations has also met with the developer, Manor Crest, to assist them with their re-design of the site's drainage. Positive discussions were now taking place but this needed to be resolved before the Board's objections to ELDC on this application could be overcome.

In relation to this, it was agreed to discuss the possible adoption of the riparian watercourse bordering this site at the Board's meeting, once suitable drainage plans had been developed.

#### **2110 Briefing note on the LLFA's Section 19 Investigations for 28<sup>th</sup> & 29<sup>th</sup> June and 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup> July 2012.**

The Chief Executive outlined the Briefing Note, noting that LCC advised on 16<sup>th</sup> October that of the list of 100 + investigations originally listed, 4 have been completed, 56 have not yet been completed and 32 have not yet been started. LCC as the LLFA is co-ordinating the flood investigations for all those locations listed.

Cllr. Mrs. F.M. Martin questioned why the flooding incidents on Prospect Street and Accommodation Road in Horncastle were not on the investigation list. Cllr. D Hoyes also mentioned that similar incidents in Woodhall Spa were not on the list. This had been raised with LCC by Horncastle Town Council as the 7 locations listed for Horncastle were incomplete. The Chief Executive would highlight to LCC as the LLFA.

Members noted the approach by the LLFA to flood investigations and that the draft report on the investigations was to be available to the Lincolnshire Flood and Drainage Management Group meeting on 18<sup>th</sup> December 2012 (which the Chief Executive attends). The Board NOTED that the outcome of these investigations would need careful monitoring.

#### **2111 Anglian Water flood relief culvert in Horncastle.**

Members had received copies of a letter sent to Anglian Water querying whether AWS had deregistered the 600mm storm water sewer at Horncastle (its inlet being behind No.24 Mark Avenue and its outlet being behind the property named 'Corbiere' to the east of Elmhirst Road).

The concern registered on the Board's behalf is that the culvert is 395 metres long and when constructed by the then Anglian Water Authority in 1984 it was in response to overland flooding events of 1979, 1981 and 1982. On privatisation in 1989, the culvert was included in the successor body's assets and was still shown as such in 2007. Now, however, Digdat shows it to be a private sewer and the Board has an interest in how it was deregistered (through what public consultation process) and who therefore is currently responsible for its maintenance as it is a significant asset discharging into the watercourse maintained downstream by the Board, being part of the Horncastle Ings system.

A letter sent by the Chief Executive on 05<sup>th</sup> October 2012 had as yet received no reply. She would continue to raise this matter with Anglian Water and update the Board on progress to resolve this apparent abandonment of an asset and who therefore in future would be maintaining it.

**2112 Shortferry Pumping Station refurbishment.**

The Chief Executive reaffirmed earlier discussions on virement from the telemetry budget of £20k, to be utilised to pay for this refurbishment scheme not in the 2012/13 budget and this was AGREED.

**2113 Drainage improvement scheme in Bardney.**

The Engineer to the Board informed the Board of progress on the scheme. Members were complementary in his efforts so far and in due course it looks as though a scheme will come forward for flood alleviation works in the Abbey Road area of Bardney.

**2114 Ings Drain, Horncastle.**

A Briefing Note outlined to the Board the proposed pumping station scheme for the Horncastle Ings Outfall led by the Environment Agency. It was *AGREED* to support this scheme, so long as any additional costs exceeding the £30,000 budget are met by the Environment Agency, not the Board. In addition, it was stressed that this permanent pump was to be seen as an additional scheme and was in no way to detract from the agreed flood alleviation scheme for the River Bain and the Board felt this must be clearly conveyed.

**2115 Aquatic Weed Control research.**

The Board *AGREED* to participate in the 3 year research project at £500 in 2012/13 and at a further commitment of £500p.a. for each of 2013/14 and 2014/15.

**2116 Any other business.**

There was one further item of business which Mr. J.R. Garner had discussed with the Chairman in advance of the meeting, ie. the state of the River Bain downstream of Horncastle. It was agreed to defer this item to the agenda for the next meeting.

**2117 Date Time and Place of Next Meeting.**

The Board's next meeting was confirmed for Tuesday, 29<sup>th</sup> January 2013 at 10.30am, venue to be confirmed.

.....Chairman.....Date  
Mr. J.C. Smithson.

JEF/KD  
W3 Board and AGM Minutes 23.10.12