

**A MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM, FOXES LOWE ROAD, HOLBEACH ON TUESDAY, 6 FEBRUARY 2007 AT 9.00 AM.**

* J M Atkin	* S A R Markillie
A J Biggadike	* P S Przyszlak
* F Biggadike	* D Sly
S M Booth	* M R Taylor
* T Bray	* S Taylor
* P A Espin	* R C Thompson
* J L van Geest	* P M Walls
N J Grundy	J W Ward
* A G Hay	* D P Williams
* G A Hay	* D R Worth
* S Keeble	

\* Present

Mr S A R Markillie in the Chair

Officers in attendance:

P J Camamile (Chief Executive), K L J Vines (Engineering Manager), A D Price (Operations Manager) and G R Dann (Planning/Environmental Officer)

**01/07 APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Messrs A J Biggadike, S M Booth, N J Grundy and J W Ward.

The Board were saddened to hear that two former Members - Mr John Pearl and Mr Tom Barker had recently passed away. A period of silence was observed.

**02/07 MINUTES OF THE PREVIOUS SCHEDULED MEETING**

The minutes of the last scheduled meeting of the Board held on 7 November 2006 at 10.30 am were approved and signed as a true record. Arising therefrom: -

**1. The Willows at Sutton St James (52/06-2)**

The Chief Executive reported that Mr and Mrs Porter had now moved from 'The Willows' and that both he and Nigel Claridge from the Angling Club had recently visited the new incumbents, Mr and Mrs Woods. Members looked forward to a co-operative relationship in future.

**2. Fly Tipping Incident (52/06-4)**

Members were advised of the response which had been received from the Environment Agency regarding the fly tipping incident. The Environment Agency had concluded that there was not enough evidence to pass the evidential test and were therefore unable to proceed with a prosecution on this occasion. The Board were thanked for their assistance in the investigation. It was agreed and thereby RESOLVED to continue to record any further incidents and advise the Environment Agency accordingly.

**3. Travellers site at A16/Drain Bank junction (58/06-10)**

The Planning Officer advised Members that the offending trees had now been removed and that a personal licence would be entered into with the owners of the site permitting the fence to remain for a two year period, after which time it would have to come down. RESOLVED that this be noted.

**4. Wash Estuary Strategy Group – Annual Conference (61/06-1)**

Mr P A Espin thanked Members for supporting the Wash Estuary Strategy Group's Annual Conference, which had proved to be very successful.

**03/07 HEALTH AND SAFETY COMMITTEE MEETING**

The recommendations arising from the minutes of the Health and Safety Committee meeting held on 14 November 2006, together with the Health and Safety Report for 2006 were considered in detail and approved. There were no matters arising therefrom.

**04/07 SPECIAL MEETING OF THE BOARD**

The minutes of the last Special Meeting of the Board held on 13 December 2006 at 3.00 pm were approved and signed as a true record. Arising therefrom:

**1. Schedule of Reserved Matters (66/06)**

The Chief Executive advised Members that the 3 Boards in the Consortium had each adopted the model Schedule of Reserved Matters, as approved by the Board. RESOLVED that this be noted.

**2. Terms of Reference (67/06)**

The Chief Executive advised Members that the 3 Boards in the Consortium had each adopted the Terms of Reference, as approved by the Board. RESOLVED that this be noted.

**3. Consortium Agreement**

Members were advised that the Schedule of Reserved Matters together with the Terms of Reference, as approved by the 4 Boards would be incorporated into the Consortium Agreement. RESOLVED that this be noted.

**05/07 PLANT AND DEVELOPMENT COMMITTEE MEETING**

The recommendations arising from the minutes of the last Plant and Development Committee meeting held on 6 December 2006 at 9.00 am were considered in detail and approved. Arising therefrom: -

**1. Application to re-prioritise some 'lower priority' watercourses (13/06)**

It was agreed and thereby RESOLVED to continue with the existing level of plant and prioritise the newly added "higher priority" watercourses above "lower priority" drains but not necessarily attempt to cut them all before 1 September each year.

**2. Replacing the Toyota Crew Cab Truck (14/06)**

1. It was agreed and thereby RESOLVED to purchase a new Toyota crew cab truck for a budget price of £20,000 during the financial year 2006/07.
2. It was agreed and thereby RESOLVED to utilise the old crew cab truck in the workshops and sell the Board's Landrover for a price of not lower than £6,500.

**3. Plant Renewals for 2007/08 (15/06)**

1. It was agreed and thereby RESOLVED to purchase the following items of plant during the financial year 2007/08:

Long reach Excavator and basket	£120,000
Herder Rapier 2.25m flail	£27,000
Front mounted flail	£7,500

2. It was agreed and thereby RESOLVED to sell the following items of plant during the financial year 2007/08:

Liebherr 902 (7111)	£8,000
Herder Rapier (7540)	£2,000
Front flail (7543)	£500

**4. Lawyers Outfall Sluice (16/06)**

It was agreed and thereby RESOLVED to only investigate the de-commissioning option in detail.

**5. Telemetry Replacement (17/06-2)**

The Chairman advised Members that both he and Mr J L van Geest had met with Atkins to discuss the telemetry contract. It was agreed and thereby RESOLVED that the telemetry budget for the base system should not exceed £250,000.

**6. Hydrological Modelling (17/06-3)**

Members were concerned that hydrological modelling of the Board's catchments had been deferred for yet another year. It was agreed and thereby RESOLVED to begin the programme of hydrological modelling as soon as funds permitted.

**7. Switchgear Renewal (17/06-4)**

It was agreed and thereby RESOLVED to delegate authority to the Chairman and the Board's Plant and Development Committee Chairman to sanction the use of the £22,000 contingency figure that had been budgeted for on the advice of Atkins.

**8. Fencing Policy (18/06)**

The fencing policy (a copy of which is filed in the Report Book) was considered in detail and approved.

## **06/07 PERFORMANCE SUB-COMMITTEE MEETING**

The recommendations arising from the minutes of the last meeting of the Performance Sub-Committee held on 15 January 2007 at 9.15 am were considered in detail and approved. Arising therefrom:

### **1. Review of Objectives for 2006/07 (02/07)**

The Performance Review for 2006/07 (a copy of which is filed in the Report Book) was considered in detail and approved.

### **2. Objectives for 2007/08 (03/07)**

It was agreed and thereby RESOLVED to adopt the following objectives for 2007/08:

1. To ensure that total expenditure does not exceed the expenditure budget for 2007/08 and plan for next year's rate requirement to equate to no more than an inflationary increase.
2. To ensure that the quality of service provided by the senior management team does not reduce, following the decision to form the Water Management Alliance with effect from 1 April 2007.
3. To implement Part 1 of the DEFRA Implementation Plan, following on from the Review.
4. To approve the Indicative 5 year maintenance programme after it has been considered in detail by the Plant and Development Committee.
5. To complete the switchgear and telemetry refurbishment programmes as planned within the revised timescales/budgets.
6. To review the Board's arterial network and consider the abandonment of low priority/redundant infrastructure.
7. To undertake safety risk assessments of those free span bridges where the Board has been found to have some responsibility and seek to apply weight limits where appropriate.

### **3. Paperwork for Meetings (04/07)**

It was noted that the volume of paperwork for Board meetings had increased exponentially in recent years, which took some considerable amount of management time to prepare and Members' time to digest. It was agreed and thereby RESOLVED to review the Board's requirements during the coming year.

### **4. Date of next meeting (05/07)**

It was agreed and thereby RESOLVED to meet next during August 2007 here at the Board's offices. The date and time of the meeting would be confirmed by the Chairman.

## **07/07 ESTIMATES FOR 2007/08**

The detailed estimates (a copy of which is filed in the Report Book), together with the recommendations arising from the minutes of the Chairman's Committee meeting held on 15 January 2007 were considered in detail and approved. Arising therefrom:

### **1. Capital Programme (02/07)**

1. The Capital Programme for 2007/08 was presented by the Engineering Manager and considered in detail by Members. It was agreed and thereby RESOLVED to approve the Capital Programme for 2007/08.
2. It was agreed and thereby RESOLVED to review the Board's policy on second line sluices.
3. It was agreed and thereby RESOLVED to ensure that newly appointed Members were aware of the current difficulties associated with funding capital work.

### **2. Maintenance Programme (03/07)**

1. The Maintenance Programme for 2007/08 was presented by the Operations Manager and considered in detail by Members. It was agreed and thereby RESOLVED to approve the Maintenance Programme for 2007/08.
2. It was agreed and thereby RESOLVED to closely monitor the mechanical roding output requirement and associated costs during the coming year - the mechanical roding budget formed approximately 36% of the maintenance budget and there was a general feeling that the Board may be doing too much work, particularly with respect to flail mowing.

### **3. Consortium Charges (04/07)**

1. The Consortium Charges for 2007/08 were presented by the Chief Executive and considered in detail by Members. The figures presented were the same as those considered by the Board at the meeting held on 1 August 2006, when it resolved to agree in principle to forming the Water Management Alliance with the 3 Boards previously operating as the King's Lynn Consortium of IDBs.
2. It was agreed and thereby RESOLVED to approve the Consortium Charges for 2007/08.

### **4. Earmarked Balances and Reserves Policy (05/07-1)**

The Earmarked Balances and Reserves Policy for 2007/08 was presented by the Chief Executive and considered in detail by Members. It was agreed and thereby RESOLVED to approve the Earmarked Balances and Reserves Policy for 2007/08.

### **5. Precepts (05/07-2)**

It was agreed and thereby RESOLVED to appeal against the EA precept of £132,840 for 2007/08 on the basis that it was unfair, in accordance with section 140 of the Water Resources Act 1991.

**6. Annual Estimates for 2007/08 (06/07)**

1. The Annual Estimates for 2007/08 were presented by the Chief Executive and considered in detail by Members. It was agreed and thereby RESOLVED to approve the budget of £1,873,036 for 2007/08.
2. Members were pleased to note that the Indicative Rate Requirements shown for 2007/08 and 2008/09 were less than the current rate of inflation. RESOLVED that this be noted.

**7. Development Contribution Rate for 2007/08 (07/07)**

It was agreed and thereby RESOLVED to increase the Development Contribution rate per impermeable hectare by 5.19% from £38,500 to £40,500 with effect from 1 April 2007.

**8. Annual Governance Report for 2005/06**

The Chairman explained that the Annual Governance Report for 2005/06 had just been produced by the Audit Commission, which was then circulated to Members for approval. Members were pleased to note that the Board fully complied with UK GAAP and FRSSE. It was agreed and thereby RESOLVED to approve the Annual Governance Report for 2005/06.

**9. Office Space at Marsh Reeves (08/07)**

1. Following the Board's decision to form the Water Management Alliance with the 3 Boards previously operating as the King's Lynn Consortium, some office space at Marsh Reeves may become surplus to requirements from 1 April 2007. It was agreed and thereby RESOLVED for the Chief Executive to rent a proportion of the available office space for a period not exceeding 3 years and advise the Board in due course.
2. The Chairman advised Members that the Board had been approached by the Kler Group with respect to selling the entire site at Marsh Reeves for development. RESOLVED that this be noted.

**08/07 LEVIES FOR 2007/08**

It was unanimously agreed and thereby RESOLVED to increase drainage rates by 2.62% to 10.236p in the pound, which equated to a 3% increase for South Holland District Council given the shift in the proportion of the Board's expenditure arising from development during the course of the year (Option 2):

Agricultural Drainage Rates	£846,836
South Holland District Council	£1,024,722
Boston Borough Council	£742
Emergency Reserves	£736
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	<b>£1,873,036</b>

## **09/07 SCHEDULE OF PAID ACCOUNTS**

The Schedule of Paid Accounts from 16 October 2006 to 15 January 2007, totalling £703,359.43, was considered in detail and approved. Arising therefrom:

1. It was agreed and thereby RESOLVED to review how the Board purchases electricity in the coming year.
2. The Chief Executive explained that Council Tax and other utility charges associated with the property at 83 Bridge Road will cease once the sluice keeper signs the tenancy agreement and moves in to the property.

## **10/07 OPERATIONS REPORT**

The Operations Report (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising therefrom.

## **11/07 ENGINEERING REPORT**

The Engineering Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:

### **1. Fallen Tree - Exeter Drain, Spalding (3.1)**

It was agreed and thereby RESOLVED to send a letter with pictures to Steve Williams, Head of Planning at South Holland District Council, regarding the safety of the remaining trees in and adjacent to the Board's Exeter Drain. A copy should also be sent to Mr P A Espin and Mr P S Przyszlak.

### **2. Slator Brothers (Farms) Ltd - Request for Financial Contribution to Private Drainage Works at Weston (4.2)**

It was agreed and thereby RESOLVED to investigate these issues further and report back to the Board in due course.

## **12/07 ENVIRONMENTAL REPORT**

The Environmental Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:

1. It was agreed and thereby RESOLVED to utilise the Conservation Officer from the Water Management Alliance and co-opt her on to the Board's Conservation Committee to advise accordingly.

## **13/07 PLANNING REPORT**

The Planning Report (a copy of which is filed in the Report Book) was considered in detail and approved. Arising therefrom:

**1. Full Planning Application – H09/1322/06  
Annex Extension at Whinfell, Roman Bank, Holbeach Bank (1.1.1)**

Members considered an application for consent to allow the construction of an extension to the side of the existing bungalow, no closer than 5.50 metres from the brink of the Board's Roman Bank Drain. It was agreed and thereby RESOLVED to consent to this application, subject to the applicant entering into the Board's Standard Deed of Indemnity.

**2. George Hay & Sons Ltd, Wragg Marsh Farm, Spalding (1.2.2)**

The Chairman confirmed that this matter had now been resolved.

## **14/07 FINANCIAL REPORT**

The Financial Report for the year to 15 January 2007 (a copy of which is filed in the Report Book) was considered in detail and approved. There were no matters arising therefrom.

## **15/07 REPRESENTATIVES ON THE CONSORTIUM MANAGEMENT COMMITTEE**

1. It was proposed by Mr D Sly, seconded by Mr F Biggadike, unanimously agreed and thereby RESOLVED to appoint the Chairman, Vice Chairman and Mr P S Przyszlak to serve on the Consortium Management Committee for a three year period until 31 March 2010.
2. It was noted that the first meeting of the Consortium Management Committee will be held in the Board Room, Kettlewell House, Austin Fields Industrial Estate, King's Lynn on Wednesday 11 April 2007, at 10.00 am.

## **16/07 CONSORTIUM AGREEMENT**

It was agreed and thereby RESOLVED to delegate authority to the Chairman and Vice Chairman to sign the Consortium Agreement on behalf of the Board.

## **17/07 CORRESPONDENCE**

1. The Chief Executive advised Members that he had received a request from the Drainage Boards Computer Association to buy a share from the Board of the Copyright/Intellectual Property Rights of the Board's Drainage Rating System (DRS).
2. It was agreed and thereby RESOLVED not to sell any part of DRS.
3. It was agreed and thereby RESOLVED to assure the Drainage Boards Computer Association that the existing version of DRS shall continue to be supported and utilised by South Holland IDB for the foreseeable future.

**18/07 FENLAND WATERWAYS PROJECT**

Mr G A Hay asked if the Fenland Waterways Project as co-ordinated by the Lincolnshire County Council would have an impact on how the Board operates or on the requirement for future capital works. The Chairman assured Members that the situation would be investigated.

**19/07 DEMONSTRATION**

At the request of Mastenbrook Ltd the Chairman asked Members if there would be any objection to them giving a demonstration during June 2007 in the Board's area, at no cost to the Board. Members unanimously agreed to this request. RESOLVED that this be noted.