

SUTTON AND MEPAL INTERNAL DRAINAGE BOARD

At a Meeting of the Sutton and Mepal Internal Drainage Board
held at Chatteris Cricket Club on Tuesday the 31st May 2017

PRESENT

M R R Latta Esq (Chairman)	R J Lee Esq
C P K Lee Esq (Vice Chairman)	T Scott Esq
R J Angood Esq	J O Sole Esq
J Deamer Esq	P E Sole Esq

Miss Lorna McShane (representing the Clerk to the Board) and Mr Christopher Convine (representing the Consulting Engineers) were in attendance.

Apologies for absence

Apologies for absence were received from A Allan Esq, P W Allpress Esq, S J Criswell Esq, M Jackson Esq, R C Pearson Esq and R H Smith Esq..

B.1972 Declarations of Interest

Miss McShane reminded Members of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any individual on the Board.

B.1973 Confirmation of Minutes

RESOLVED

That the Minutes of the Meeting of the Board held on the 12th January 2017 are recorded correctly and that they be confirmed and signed.

B.1974 Clerk to the Board

Further to minute B.1948, Miss McShane reported that Iain Smith had asked that his thanks be passed on to the Board for their generous contribution towards his retirement gift and he would like it recorded that it had been a pleasure for him to serve the Board and that he wished it all the best for the future.

B.1975 Death of Mr James Heading

Miss McShane referred to the death of Mr James Heading on Sunday the 12th February 2017.

She reported that Mr Heading had been a member of the Board since July 1995.

Members stood in silence as a mark of respect for Mr Heading.

RESOLVED

That the Board's appreciation of the services rendered by Mr Heading be recorded in the minutes.

B.1976 Election of Board Members

Miss McShane reported that the term of Office of the elected Members of the Board would expire on the 31st October 2017 and submitted the proposed Register of Electors applicable to the 2017 election.

RESOLVED

That the Register be approved.

B.1977 Filling of vacancy

Consideration was given to the filling of the vacancy on the Board caused by the death of Mr Heading, and to the current membership and the need for the Board to be quorate to make decisions.

RESOLVED

- i) That the Clerk invite Mr Marc Heading, as a nominee of A & E G Heading Ltd, to become a Member of the Board, if willing to do so.
- ii) That the Clerk write to Mr Simon Stearn to ascertain if he still wished to retain his membership and if unable to do so, Mr William Veal be invited to become a member of the Board.

B.1978 Water Levels in the Counter Drain

- a) Further to minute B.1951(a), the Chairman reported that as a result of the continued lowered levels there had been less pumping and water levels were under control.

(NB) – The Chairman declared an interest when this item was discussed.

- b) Public Sector Co-operation Agreements

Further to minute B.1951(b), the Chairman reported on the position with the Professional Indemnity Insurance Policy which was a requirement of the Environment Agency.

RESOLVED

That the Chairman be authorised to take any further action he considers necessary.

B.1979 Water Framework Directive

Further to minute B.1908, Miss McShane reported that there had been no further developments, apart from Mr Paul Sharman being appointed as the IDB representative following the retirement of Mr Iain Smith, but advised that, due to the Environment Agency no longer being able to support it, the River Basin Liaison Panel had since been disbanded. She also reported that the Clerk was satisfied that there were other partnerships in place and would continue to update Members when required.

B.1980 Water Transfer Licences

Further to minute B.1952, Miss McShane reported that the Environment Agency had previously published, and were now revising, draft handbooks showing examples of where they considered that a transfer licence will and will not be required. She advised that this would, however, have to be reviewed again once the Government decision is known.

Miss McShane advised that the consultation ran from April 2016 and that, since its closure, discussions had continued to be held seeking to ensure that sensible and workable proposals were produced and confirmed that ADA and the Association of Inland Navigation Authorities have further planned meetings with Defra and the Environment Agency in the coming weeks.

Miss McShane reported that Defra have now published the responses to the consultation exercise, but as yet have made no announcement on policy although this was anticipated in early 2017.

Miss McShane reported that ADA's Chief Executive, Innes Thompson, has asked to meet with the Middle Level Commissioners' Chief Executive and Defra's Director of Floods and Water, Sarah Hendry to discuss Defra's thinking on Water Abstraction and Transfer licencing and that a meeting was to be arranged shortly.

B.1981 Ouse Washes Reservoir Section 10 Reservoir Inspection

Further to minute B.1953, Miss McShane referred to a newsletter from the Environment Agency dated March 2017.

B.1982 Bailey Bridge

Further to minute B.1970, the Chairman confirmed that all work had been carried out satisfactorily and the situation would continue to be monitored.

B.1983 Consulting Engineers' Report

The Board considered the Report of the Consulting Engineers, viz:-

Sutton & Mepal I.D.B.

Consulting Engineers Report – May 2017

Asset Survey

A survey of the Board's assets would record the number of structures under its control and, together with the associated report, would:

- List assets that the Board owns/controls/maintains. These include pump stations, water control structures such as weirs and sluices, bridges and culverts. It could also include structures that the Board does not own but are important for the effective running of the drainage system.
- Provide an up-to-date record of the structure's condition, identify any problems, estimate associated costs and list timescales for when the problems need addressing.
- Help with financial planning of the Board's expenditure over the medium and long term.

The asset survey would be undertaken by a Middle Level Commissioners' (MLC) engineer, together with the Board's District Officer, and would be completed in one day. An estimated cost of the MLC engineer's time would be £500.

Using information from the survey a report would then be produced listing each structure, with a brief explanation of its construction together with photographs recording its condition. The report would identify problems and provide an estimate of the cost of repairs. The estimated cost of producing this report is £1000.

Health & Safety

A neighbouring IDB has recently had an occurrence in which a dog ended up trapped between a weedscreen and a pump. This happened at an unmanned pumping station. The dog's owner entered the pump intake area to secure the rescue of the dog and it was fortuitous that an automated pump start did not occur. However, this is perhaps an opportune reminder that members of the general public and even the emergency services are not necessarily aware of the risks posed at such installations. It is recommended that all such sites have reasonable protection from entry and also have signage indicating the risks and who should be contacted in an emergency. It is therefore recommended that the Board reviews its sites and the Middle Level Commissioners' engineers will be happy to assist if required, for example by supplying a sample draft signage template or by giving specific advice on what can be done at a particular site.

Pumping Station

At the time of writing this report the station including pumps, cleaner etc has run without issues over the period since the last meeting with only routine maintenance being required.

Main Pumps

It was previously reported the drive motor winding insulation resistance to earth of all three main pumpsets is low, indicating moisture ingress into the motor housings, however the resistance currently remains at approximately the same level as was recorded last January.

Northern Area

In accordance with the instruction from the Board's last meeting the Northern Area penstock leak was investigated, this showed the door and frame metal work in satisfactory condition with no significant corrosion. The sealing strips are present, intact and secure and the guides showed some wear but were considered satisfactory.

From the observations above it seemed there was little wrong with the penstock and the problem lay in the exact positioning of the door at closing. Being in a boat enabled a more precise closed position setting which, when tested, has reduced the leak to a fraction of what it was.

In summary, the door closes directly onto a flat concrete base which was where most of the leakage was occurring. The closed position setting was adjusted which has reduced the leak to a fraction of what it was.

Pumping hours

(note pumping hours are a close estimate derived from available data to show comparable pumping hours for like periods)

Total Hours Run No 1 – 15 March 16 to 20 April 17 = 1094

(May 15 to April 16 = 773)
(May 14 to April 15 = 1065)

Total Hours Run No 2 – 15 March 16 to 20 April 17 = 808

(May 15 to April 16 = 762)
(May 14 to April 15 = 1146)

Total Hours Run No 3 – 15 March 16 to 20 April 17 = 699

(May 15 to April 16 = 668)
(May 14 to April 15 = 1110)

Total Hours Run No 4 – 15 March 16 to 20 April 17 = 833

(May 15 to April 16 = 1)
(May 14 to April 15 = 28)

Agitation Dredging Group

The trial, which has been delayed for several years now, is currently expected to commence in October this year.

Cranbrook Drain

A site meeting was recently held and attended by representatives of the Environment Agency (EA) and its engineering consultants to discuss what solutions are viable to improve the stability of the Cranbrook Drain embankment. The EA advised that its consultants will review what has been done to date, consider options and report back in due course.

Planning Procedures Update

Notes/Informatives on planning decision notices

Following a concern raised by one of the Boards administered by the Commissioners, a brief review of a random, yet representative, sample of planning application Decision Notices made by the Huntingdonshire District Council (HDC) that have primarily been granted in the last two years has been undertaken.

Many of the relevant decisions within HDC's area made during 2016, and to a lesser degree during 2015, relate to the Prior Approval of agricultural building to dwellings or Prior Notification applications which, on the whole, do not include conditions or refer to notes/informatives possibly because of the nature of the application. In a similar manner most of the other decision notices found did not, with a few exceptions, include notes/informatives either.

As a result, a letter was sent during December to all the planning authorities that the Commissioners deal with, both directly and on behalf of its administered Boards, requesting that the use of informatives could be (re-) introduced on future notices "in order to make applicants aware of other consents which may be required in addition to Planning Consent and prevent them being in breach of the Boards' Byelaws"

It is understood that the principle of using notes/informatives on Planning Decision Notices is based on the Court of Appeal which remarked following the case of *Slough Borough Council v Secretary of State for the Environment and Oury* [1995] "The general rule is that, in construing a planning permission, regard may only be had to the permission itself, including the reasons stated for it."

The decision and its reason(s) is the primary document, with the informatives no more than non-binding additional information which lack a statutory basis. Planning Conditions, on the other hand, may impose mandatory requirements for the carrying out of development and have statutory authority.

The purpose of a note in respect of a condition is to provide the applicant with further information and an informative is to provide relevant guidance to the applicant without having to impose relevant conditions. The Planning Circular 11/95: use of conditions in planning permission advises

how these can be used to bring the applicants' attention to certain matters, such as, reminding an applicant to obtain further planning approvals and other consents but should not establish mandatory requirements with which an authorised development must comply.

However, it is further understood that there are a limited number of exceptions to this rule which could lead to a challenge to the permission which may result in a decision being "quashed" but this is outside of our interest on this occasion.

Planning Applications

In addition to matters concerning previous applications, the following 5 new development related matters have been received and, where appropriate, dealt with since the last meeting:

MLC Ref.	Council Ref.	Applicant	Type of Development	Location
281	F/YR16/1060/F	Mr & Mrs Flint	Residence (Extension)	Wenny Estate, Chatteis
282	H/16/02160/FUL	Mr Fisk	Residence (Conversion)	Colnefields, Somersham
283	F/YR17/0015/F	R A Latta Farms Ltd	Works to highway junction	Chatteris Road, Somersham
284	F/YR17/0053/F	Mr & Mrs Perna	Agricultural	Horseway, Chatteris
285	F/YR17/0253/F	Mr D Coe	Residence (Extension)	Tithe Road, Chatteris

From the information provided it is understood that all the developments propose to discharge surface water disposal to soakaways, or similar infiltration systems. The applicants have been notified of the Board's requirements.

The following applicants have chosen to use the soakaway self-certification process for surface water disposal and, in doing so, agreed that if the soakaway was to fail in the future they would be liable for discharge consent.

- a. *Residence (Conversion) at Colnefields, Somersham – Mr Fisk (MLC Ref No 282)*
- b. *Argricultural building at Horseway, Chatteris – Mr & Mrs Perna (MLC Ref No 284)*

Waste transfer station and skip storage area – Mick George (Haulage) Ltd (MLC Ref No 156) & Variation of condition 1 of planning permission E/3015/07/CM & F/02010/07/CM to allow the importation of stable non-reactive hazardous waste – Mick George Ltd (MLC Ref No 207) & Extension to soils and mineral processing at Witcham Meadlands Quarry, Block Fen, Mepal/Chatteris – Mick George Ltd (MLC Ref Nos 211 & 213)

No further correspondence has been received from the applicant or the applicant's agent concerning this development and no further action has been taken in respect of the Board's interests.

Mixed Use Development on land south east of London Road, Chatteris - Hallam Land Management Ltd (MLC Ref Nos 160,184 & 190)

According to the District Council's Public Access web page a decision on this site still remains pending.

No further correspondence has been received from the applicant or the applicant's agent concerning this development and no further action has been taken in respect of the Board's interests.

Further involvement will be required if development of the proposal is progressed and the Board's consent may be required.

Extension to Mepal Quarry at Block Fen Drove, Nr Chatteris – Aggregate Industries UK Limited (MLC Ref No 171 & 272)

According to the County Council's planning page on its web page a decision on this site has not been made. It is understood that issues remain concerning the restoration of the quarry which members will recall should adhere to the Cambridgeshire and Peterborough Minerals and Waste Core Strategy and the Block Fen/Langwood Fen Master Plan.

A discharge consent application for the disposal of groundwater during the mineral extraction phase only has been received for the extension. The Chairman's approval of the metered discharge was sought and given. At the time of writing this report, the application is being processed.

Proposed extraction and processing of sand and gravel and construction of access onto Chatteris Road (B1050), in connection with the construction of agricultural reservoirs on land at Bridge Farm, Holme Fen Drove, Colne - R Latta (Farms) Ltd (MLC Ref Nos 179, 188, 199 & 258)

With the exception of receiving a 'Non Material Amendment' request to change the positioning of the processing plant and silt lagoon at Bridge Farm (E/03006/11/CM/N2) for condition 6, no further correspondence has been received from the applicant or the

applicant's agent concerning this development and no further action has been taken in respect of the Board's interests.

Issues and concerns, relating to both byelaw and discharge consents, remain outstanding.

Further involvement will be required if development of the proposal is progressed and the Board's consent may be required.

Extraction of sand and gravel with restoration to agricultural use both at low level and existing level using waste silt and imported inert waste at land off Block Fen Drove, Mepal – Redland Aggregates Ltd (MLC Ref No 350/8) & First periodic review of mineral permissions F/01467/89 and F/00781/91 (as amended) at Block Fen Quarry, Block Fen Drove, Chatteris – LaFarge Aggregates Ltd (MLC Ref Nos 192 & 196)

No further correspondence has been received from the applicant or the applicant's agent concerning this development and no further action has been taken in respect of the Board's interests.

Extraction and Processing of Sand and Gravel and Restoration to Agricultural use at Low Level and Block Fen, Langwood Drove, Chatteris - Hanson Quarry Products Europe Ltd (MLC Ref Nos 350/9A, 218 & 242)

No further correspondence has been received from the applicant or the applicant's agent concerning this development and no further action has been taken in respect of the Board's interests.

Restoration of land at Colne Fen using imported inert waste to create conservation habitats at Colne Fen Quarry, Chatteris Road, Colne Fen – Mr D Newman (MLC Ref Nos 220 & 242)

No further correspondence has been received from the applicant or the applicant's agent concerning this development and no further action has been taken in respect of the Board's interests.

Erection of an Anaerobic Digester (AD) plant with maize clamps involving the construction of a new access, and the formation of a surface water reservoir land east of Greys Farm, Iretons Way, Chatteris – Pretoria Energy Ltd (MLC Ref Nos 227, 231 & 240) & Installation of a Biomethane Injection pipeline (to inject into the National Grid) at

Gas pipeline for anaerobic digester plant at Iretons Way, Chatteris - Little Green Consulting Ltd (MLC Ref No 245) & Pretoria Energy Ltd (MLC Ref No 246)

Due to an administrative error the “advisory” letter requested at the last meeting in Item B.1954 Consulting Engineers’ Report vii) had not been issued; however, this has now been rectified.

No further correspondence has been received from the applicants or the applicants’ agents concerning this development and no further action has been taken in respect of the Board’s interests.

Erection of an agricultural crop store for potatoes at Lees Packhouse, The Gault, Sutton – P J Lee & Sons (MLC Ref Nos 236 & 237)

No further correspondence has been received from the applicant or the applicant’s agents concerning this development and no further action has been taken in respect of the Board’s interests.

Change of use to Insect/reptile breeding centre, including new access arrangements, erection of storage buildings, reptile/insect breeding buildings, staff hostel, office/mess rooms, biomass boiler, solar panels plus refurbishment of residential dwellings and buildings at Arthur Rickwoods Farm, Iretons Way, Mepal – Monkfield Nutrition (MLC Ref Nos 249 & 261)

No further correspondence has been received from the applicant or the applicant’s agents concerning this development and no further action has been taken in respect of the Board’s interests.

Development Contributions

Contributions received in respect of discharge consent will be reported under the Agenda Item – ‘*Contributions from Developers.*’

Fenland District Council (FDC) Local Plan

No further correspondence has been received from FDC concerning the Local Plan and no progress has occurred with its District Wide Level 2 SFRA.

No further action has been taken in respect of the Board’s interests.

Huntingdonshire District Council (HDC) Local Plan to 2036

Further to the last meeting, the MLC have been consulted on a Wind Energy Developments document that was the subject of a Public Consultation held between November and January. A response was made on behalf of the Commissioners and the Boards within the District Council's area for whom they provide a planning consultancy service.

The content of this strategic document went into extensive detail concerning the provision of wind turbines and their associated sensitivity and cumulative impacts within the landscape but did not consider the adverse impacts that this type of development and other related issues created, such as whether the infrastructure has the capacity to serve proposed turbines and wind farms or whether the uprating of existing or provision of new export cable routes, transport routes and associated remedial works is required. Any resultant adverse impacts on water level and flood risk management systems etc did not appear to have been considered.

Comments were also made by the Commissioners in respect of adverse impacts on navigable watercourses and The Great Fen Project.

The opportunity was taken to remind the Council that whilst a planning application may be acceptable to the Council it also needs to be appropriate to other parties if the development is to be viable and buildable with the minimum of delay yet maximising our respective limited resources.

Huntingdonshire Design Guide Supplementary Planning Document (SPD)

***Note.** A Supplementary Planning Document (SPD) is a document that provides further details and/or guidance with reference to policies and proposals contained in a Development Plan Document (DPD) or Local Plan.*

This SPD has been adopted by the District Council.

Copies of the respective Consultation Statement and Adoption Statements are available on the Council's website and at the Council's main office in Huntingdon.

Huntingdonshire Strategic Flood Risk Assessment (SFRA) Update

***Note.** SFRA's are high level strategic documents and, as such, do not go into detail on an individual site-specific basis and are developed using the best available information at the time of preparation.*

A review of the draft document was commenced but the unrealistic timescale for providing a response, presumably imposed by the District Council, and the need to respond to other time related matters meant that a formal response was not possible.

No further correspondence has been received from the District Council's consultant concerning the Update and no further action has been taken in respect of the Board's interests. The current status of this document is not known.

East Cambridgeshire District Council (ECDC) Local Plan

No further correspondence has been received from ECDC concerning the Local Plan and no further action has been taken in respect of the Board's interests.

ECDC Level 1 SFRA

A review of the draft document was commenced but the unrealistic timescale for providing a response, presumably imposed by the District Council, and the need to respond to other time related matters meant that a formal response was not possible.

Cambridgeshire Flood and Water Supplementary Planning Document (SPD)

***Note.** A Supplementary Planning Document (SPD) is a document that provides further details and/or guidance with reference to policies and proposals contained in a Development Plan Document (DPD) or Local Plan.*

The SPD was endorsed by the County Council and the completed document was circulated to the relevant planning authorities and risk management authorities (RMAs) for adoption where appropriate. The SPD was adopted by ECDC on 16 November 2016, FDC's Full Council on 15 December 2016 and HDC on 17 April 2017.

Cambridge Water Resources Management Plan (WRMP) Pre-Consultation

***Note** A WRMP is a document required by Government of every water company which describes how it proposes to maintain the balance of supply and demand over the next 25 years allowing for the influences upon its operation. These include an increasing population, economic growth, the changing climate and the need to protect the environment.*

Further to the last meeting, the MLC received correspondence from Cambridge Water seeking our views on a briefing note associated with its next WRMP. A response made on behalf of the Commissioners and the Boards within the company's area for whom we provide a planning consultancy service advised that:

“The document rightly identifies key issues and the need for a long term vision and strategy; however, we note that no references are made to the whole life funding, maintenance of the relevant infrastructure and implementation/monitoring processes.”

In an effort to assist further the opportunity was taken to provide some standard text that may be relevant to the document's production and/or the company's operations. These included the impacts of potable water supply on the Commissioners and the Boards within its catchment; watercourses protected under the Land Drainage Act 1991 (LDA) and associated Byelaws; hazard

mapping and development within the floodplain; flood risk and water level management; Water Resources and efficiency; river and waterside settings and corridors/Green Infrastructure; Biodiversity and protected habitats and species; Treated effluent disposal/Dry Weather Flows and Partnership Working.

Cambridgeshire and Peterborough Devolution Deal

All councils in Cambridgeshire and Peterborough, as well as the Cambridgeshire and Peterborough Local Enterprise Partnership (LEP), have now signed up to the devolution deal with government. The deal will secure an additional £770 million of investment for the area, including a £600 million transport fund and money for affordable housing.

Consulting Engineer

15 May 2017

S&M(350)\Reports\May 2017

Miss McShane referred to the Consulting Engineer's report and to their recommendation that the Board should have appropriate signage in place for Health and Safety purposes. Members discussed the type and form of signage required and Miss McShane reported that some Boards were using external lockable cabinets to display Health & Safety notices and others were choosing to use laminated notice boards indicating the risks; providing contact details in an emergency, together with the grid reference to identify each location.

The Chairman reported that the Environment Agency had inspected the seepage from the Cranbrook Drain with their consultants.

Concern was expressed about the amount of seepage and the stability of the Cranbrook Drain bank.

The Environment Agency were to consider their options as part of a Scoping Report and the financial considerations.

The results of this feasibility study are awaited from the Environment Agency.

RESOLVED

- i) That the Report and the actions referred to therein be approved.
- ii) That the Middle Level Commissioners be requested to arrange for health and safety signage to be supplied and installed at each of the Board's pumping stations to include notices indicating the risks; providing contact details in an emergency, together with the grid reference to identify each location.
- iii) Asset Survey

That the District Officer compile an Inventory of Structures and the Consulting Engineers give advice, where necessary, on any actions needed.

- iv) Cranbrook Drain
 - a) That the Consulting Engineers discuss with the Environment Agency the position with regards the Scoping Study.
 - b) That, if no progress has been made on the Scoping Study, the Consulting Engineers negotiate with the Environment Agency to undertake a trial of a section of bank, approximately 100 metres from the bridge using steel piling.
 - c) That the Environment Agency supply the sheet piles and if necessary the Board will purchase a steel hammer to undertake the work.

(NB) – The Chairman declared an interest in the planning applications (MLC Ref No 179, 188, 199, 258 and 283) for R A Latta Farms Ltd.

(NB) – The Vice Chairman and Mr R Lee declared an interest in the planning applications (MLC Ref Nos 236 & 237) for P J Lee & Sons and (MLC Ref Nos 227, 231, 240 & 246) for Pretoria Energy Ltd.

B.1984 Capital Improvement Programme

- a) Further to minute B.1955, Miss McShane reported that a new slubbing bucket had been purchased from Dennis Barfield at a cost of £2,000 + VAT and a new piling hammer purchased from Cardley-bingham at a cost of £10,000 + VAT.
- b) Members considered the Board's future capital improvement programme.

RESOLVED

That the Capital Programme be approved in principle and kept under review.

c) Review of Plant Policy

Members considered the replacement of the flail mower, excavator and boat.

The Chairman reported that all were in good order.

B.1985 District Officer's Report

The Board considered the Report of the District Officer.

RESOLVED

- i) That the Report and the actions referred to therein be approved.
- ii) That the District Officer be requested to provide more information in future reports concerning equipment such as hours used and mileage.

B.1986 Environmental Officer's BAP Report

Members considered and approved the most recent BAP report.

B.1987 State-aided Schemes

Consideration was given to the desirability of undertaking further State-aided Schemes in the District and whether any future proposals should be included in the capital forecasts provided to the Environment Agency.

RESOLVED

That no proposals be formulated at the present time.

B.1988 District Labour District Officer's Salary

- i) Miss McShane reported that during the financial year 2016/2017 overtime and bonus payments had been made as indicated on the Supplementary Schedule.
- ii) The Board gave consideration to the District Officer's salary for 2017.

RESOLVED

That the salary of the District Officer be increased by 1.5% from 1st October 2017 as indicated on the Supplementary Schedule and that this be reviewed annually at the summer meeting.

B.1989 Expenses Allowances

The Board gave consideration to the reimbursement of proper out of pocket expenses incurred by the Chairman and Vice Chairman on the Board's behalf.

RESOLVED

That there be no change in the sums allowed to the Chairman and Vice Chairman respectively for out of pocket expenses incurred on behalf of the Board for 2017/2018.

(NB) – The Chairman and Vice Chairman declared a financial interest when this item was discussed.

B.1990 Charges for hire of plant when engaged on private work

The Board considered whether any revisions were necessary in their charges for hiring of plant for private work.

i) Atlas 140W Excavator

Present charge - £30 per hour in the District) (inclusive of operator's wages).
- £35 per hour outside the District)

ii) Flail mower

Present charge - £30 per hour (inclusive of operator's wages)

iii) Weed boat

Present charge - £30 per hour (inclusive of operator's wages)

iv) Piling Hammer

Present charge - £30 per hour (inclusive of operator's wages)

(NB) – Travelling time being charged in addition to working time.

RESOLVED

That the hire charges remain as at present.

B.1991 Application for byelaw consent

Miss McShane reported that the following application for consent to undertake works in and around watercourses had been approved and granted since the last general meeting of the Board, viz:-

<u>Name of Applicant</u>	<u>Description of Works</u>	<u>Date consent granted</u>
Mr Beshizza	Installation of an outfall discharging into Board's Drain – Horseley Fen, Middle Drove, Sutton Gault	13 th February 2017

RESOLVED

That the action taken in granting consents be approved.

B.1992 Environment Agency – Precepts

Miss McShane reported that the Environment Agency had issued the precept for 2017/2018 in the sum of £103,538 (the precept for 2016/2017 being £102,008).

B.1993 Claims for Highland Water Contributions – Section 57 Land Drainage Act 1991

Miss McShane reported that the sum of £3,736.39 (inclusive of supervision) had been received from the Environment Agency (£4,312.38 representing 80% of the Board's estimated expenditure for the financial year 2016/2017 less £575.99 overpaid in respect of the financial year 2015/2016).

B.1994 Determinations of annual value for rating purposes

The Board considered the recommendations for the determinations of annual values for rating purposes, viz:-

RESOLVED

- i) That the determinations recommended be adopted by the Board.
- ii) That the Clerk be empowered to serve notices and to take such other action as may be necessary to comply with statutory requirements.
- iii) That the Chairman and the Clerk be empowered to authorise appropriate action on behalf of the Board in connection with any appeals against the determinations.

B.1995 Rate arrears

Consideration was given to writing off rate arrears amounting to -£505.27.

RESOLVED

That the arrears be written off.

B.1996 Contribution from Developers

With reference to minute B.783, Miss McShane reported that the following contributions towards the cost of dealing with the increased flow or volume of surface water run-off and treated effluent had been received, viz:-

<u>Contributor</u>	<u>Amount</u>
Mr Beshizza	£300.00 (g)
	£270.00 (n)

B.1997 Association of Drainage Authorities

- a) Annual Conference

Miss McShane reported that the Annual Conference of the Association of Drainage Authorities would be held in London on Thursday the 16th November 2017.

RESOLVED

That the Clerk be authorised to obtain a ticket for the Annual Conference of the Association for any Member who wishes to attend.

- b) Annual Conference of the River Great Ouse Branch

Miss McShane reported on the Annual Conference of the River Great Ouse branch of the Association held in Prickwillow, Ely on Tuesday the 7th March 2017.

e) General Election

Miss McShane referred to a copy letter sent by ADA to the Shadow Secretary of State for Environment, Food and Rural Affairs in regard to policy on flood and water level management and the General Election.

B.1998 Tidal River Action Plan Scoping Workshop

Further to minute B.1963, Miss McShane reported that the Environment Agency had planned to start a water injection trial to dislodge silt on the Stowbridge Hump last year. However, due to problems over MMO licencing and the Kings Lynn Conservancy Board not giving consent, (as they required a commitment from the Environment Agency to remove any build-up of silt resulting from the project), works had not yet commenced. She advised that it was still planned to commence the trials this year if possible.

B.1999 Governance of Water Level Management in England

Miss McShane referred to the publication of the National Audit Office's (NAO) Report on Internal Drainage Boards, available on their website, www.nao.org.uk/report/internal-drainage-boards; to the Report Summary and to the response from ADA.

B.2000 Health and Safety Audits

Miss McShane drew attention to the continuing need to ensure that the Board complied with Health and Safety Requirements and reminded Members of the arrangements with Croner and that if the Board had any issues they could seek advice from Croner via the Middle Level Commissioners.

Miss McShane reported that the Middle Level Commissioners had put together a pack consisting of a practical guide, templates and examples relating to health and safety requirements, which they hoped would assist Boards with their health and safety responsibilities.

RESOLVED

That any health and safety issues could be identified once the District Officer had undertaken the survey of structures.

B.2001 Cambridgeshire Flood Risk Management Partnership Update

Further to minute B.1964, Miss McShane reported the main issues considered and discussed by the Partnership were:-

1. Work on the A14 project has now commenced.
2. The Supplementary Planning Document on flood risk has now been endorsed by Cambridgeshire County Council.
3. That there was an update on the surface water management plan and surveys have been undertaken for property level protection (PLP).

B.2002 Governance and Accountability for Smaller Authorities in England

Miss McShane referred to the recently issued Practitioners' guide to proper practices to be applied in the preparation of statutory Annual Accounts and Governance Statements which will apply to Annual Returns commencing on or after 1st April 2017.

B.2003 Review of Internal Controls

The Board considered and expressed satisfaction with the current system of Internal Controls.

B.2004 Risk Management Assessment

- a) The Board considered and expressed satisfaction with their current Risk Management Policy.
- b) The Board considered and approved the insured value of their buildings.

B.2005 Exercise of Public Rights

Miss McShane referred to the publishing of the Notice of Public Rights and publication of unaudited Annual Return, Statement of Accounts, Annual Governance Statement and the Notice of Conclusion of the Audit and right to inspect the Annual Return.

B.2006 Annual Governance Statement – 2016/2017

The Board considered and approved the Annual Governance Statement for the year ended on the 31st March 2017.

RESOLVED

That the Chairman be authorised to sign the Annual Governance Statement, on behalf of the Board, for the financial year ending 31st March 2017.

B.2007 Payments

The Board considered and approved payments amounting to £277,466.55 which had been made during the financial year 2016/2017.

(NB) – The Chairman declared an interest (as a Member of the Middle Level Board) in the payments made to the Middle Level Commissioners.

(NB) – Mr R J Lee declared an interest (as a Commissioner) in the payment made to Haddenham Level DC.

B.2008 Annual Accounts of the Board – 2016/2017

The Board considered and approved the Annual Accounts and bank reconciliation for the year ended on the 31st March 2017 as required in the Audit Regulations.

RESOLVED

That the Chairman be authorised to sign the Annual Return, on behalf of the Board, for the financial year ending 31st March 2017.

B.2009 Expenditure estimates and special levy and drainage rate requirements 2017/2018

The Board considered estimates of expenditure and proposals for special levy and drainage rates in respect of the financial year 2017/2018 and were informed by Miss McShane that under the Land Drainage Act 1991 the proportions of their net expenditure to be met by drainage rates on agricultural hereditaments and by special levy on local billing authorities would be respectively 82.07% and 17.93%.

RESOLVED

- i) That the estimates be approved.
- ii) That a total sum of £229,781 be raised by drainage rates and special levy.
- iii) That the amounts comprised in the sum referred to in ii) above to be raised by drainage rates and to be met by special levy are £188,341 and £41,440 respectively.
- iv) That a rate of 36.5p in the £ be laid and assessed on Agricultural hereditaments in the District.
- v)
 - a) That a Special levy of £17,363 be made and issued to Fenland District Council for the purpose of meeting such expenditure.
 - b) That a Special levy of £15,726 be made and issued to Huntingdonshire District Council for the purpose of meeting such expenditure.
 - c) That a Special levy of £8,351 be made and issued to East Cambridgeshire District Council for the purpose of meeting such expenditure.
- vi) That the seal of the Board be affixed to the record of drainage rates and special levies and to the special levies referred to in resolution (v).
- vii) That the Clerk be authorised to recover all unpaid rates and levies by such statutory powers as may be available.

B.2010 Display of rate notice

RESOLVED

That notice of the rate be affixed within the District in accordance with Section 48(3)(a) of the Land Drainage Act 1991.

B.2011 Dates of next Meetings

RESOLVED

That the next Meetings of the Board be held as follows in 2018, viz:-

- i) Thursday the 4th January 2018 (prior to which the District Inspection will be held) and
- ii) Wednesday the 30th May 2018

B.2012 Meadlands Drove Culvert

The Chairman advised Members that the culvert at Meadlands Drove needed to be replaced and that the District Officer would undertake the work.