

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the Board

held at the Offices of the Board on
5th February 2014 at 2pm

Members

Chairman - * Mr M J Scott

* Mr W Ash	Cllr P Bedford
* Mr J F Atkinson	* Cllr C Brotherton
* Mr V A Barker	* Cllr M Brookes
* Mr K C Casswell	* Cllr R Clark
Mr J Fowler	* Cllr D Dickinson
* Mr P Holmes	* Cllr Y Gunter
Mr R Leggott	* Cllr A Lee
* Mr P Robinson	* Cllr B Russell
* Mr M Rollinson	Cllr R Singleton-McGuire
* Mr J R Wray	* Cllr S Woodliffe

* Member Present

In attendance: Mr I Warsap (Chief Executive)
Mr D Withnall (Finance Manager)
Mr P Nicholson (Operations Manager)

490 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr P Bedford, Cllr R Singleton-McGuire, Mr J Fowler and Mr R Leggott.

The Chairman welcomed Cllr R Clark from South Holland District Council to his first meeting of the Board.

491 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

492 **MINUTES OF LAST BOARD MEETING**

The Minutes of the last meeting of the Board held on 6th November 2013, copies of which had been circulated, were signed by the Chairman as a true record.

493 MATTERS ARISING

(a) Historical Brick Arch Bridges - Minute No 464(b)

The Chief Executive reported that Officers have been liaising with English Heritage regarding the brick culvert at Slippery Gowt, damaged following the tidal surge and also discussed the historical arches.

(b) Eel Passes - Minute No 464(c)

The Chief Executive stated that the Environment Agency have confirmed today that funding (£80,000) for Chain Bridge and Black Sluice pumping station has been allocated from the Flood Defence in Aid budget.

Dr Ross Wright an Environment Agency expert has indicated that they are now progressing onto the next category of (c class) pumping stations.

(c) Italy Study Trip - Minute No 464(e)

The Chief Executive stated that the article has been published in the ADA Gazette. The Chairman then announced that the Lincolnshire Show Schools Challenge initiative includes "Lincolnshire's Hidden Water World" where students are encouraged to consider all the different aspects involved in water level management sponsored by Lincolnshire ADA.

Our Italian colleagues will be visiting the Lincolnshire Show to help adjudicate and present prizes. We will make contact with local schools and offer facilities to view Black Sluice IDB.

(d) EA and Black Sluice IDB Collaboration Agreement - Minute No 464(f)

The Chief Executive stated that the Operations Team are in negotiations with South Kesteven District Council to agree a Public Sector Collaboration agreement with them to avoid renewing their maintenance contract every 3 years.

(e) Rookfield Farms, Flooding from Horblings Catchwater - Minute No 468(a)

The Chief Executive reported that this has still not progressed any further.

(f) Pension Discretion Policies - Minute No 470(b)

The Finance Manager and Cllr M Brookes will be attending a meeting with Mouchel regarding the policies.

493 Cont.....

(g) Flyswat - Minute No 476(c)

The Chief Executive stated that the increased figure minuted may not be the amount that we pay due to an under spend in the budget for the current financial year and therefore the final figure may be reduced.

494 AMENDED MINUTES OF THE AUDIT & RISK COMMITTEE MEETING

Cllr M Brookes presented the amended unconfirmed minutes of the meeting held on 22nd October 2013, copies of which had been circulated.

The Board RESOLVED that the Minutes should be received.

495 MATTERS ARISING

(a) Debit & Credit Card Policy – Minute No 436(a)

The Finance Manager stated that a contract is due to be signed with Paypal for an account allowing payments to be made via the website.

(b) Vehicle Insurance Cover - Minute No 437(e)

The Chief Executive stated that after a review of valuations the Manitou forklift has been amended and is now valued at £3,000.

(c) Items to be Published on Board's Website - Minute No 444

Cllr M Brookes highlighted the amended paragraphs to reflect discussion about Board Members travel expenses. All monies claimed in error by appointed members have now been reversed.

(d) Emergency Flood Response Plan - Minute No 449

The Chief Executive stated that the plan was being updated to include responses to a tidal event and will be on the agenda for the next meeting.

(e) Italy Study Tour - Minute No 451(b)

Cllr M Brookes highlighted the amended paragraph to reflect discussion on the final accounts for the Italy trip.

496 MINUTES OF THE EXECUTIVE COMMITTEE MEETING

The Chairman presented the unconfirmed minutes of the meeting held on 15th January 2014, copies of which had been circulated.

The Board RESOLVED that the Minutes should be received.

497 MATTERS ARISING

(a) Sale of Carlton Road - Minute No 479(a)

The Finance Manager stated that the purchaser's planning application to Boston Borough Council had been submitted and had received a response from LCC highways with no objection of conditions. A response has also been received from the EA relating to the floor levels and a temporary door guard for 600mm more protection.

(b) 2014/15 Budget and Ten Year Projections - Minute No 481

(i) Penny Rate

The Chairman will be seeking approval for the penny rate for 2014/15 to increase after 4 years of remaining at 12.15p in the£ to 12.3p in the£. The Chairman and Chief Executive met with the Leader and Chief Executive of Boston Borough Council to explain the rationale behind the increase.

(ii) Rental Income

The Finance Manager stated that the revaluation of the compound had recommended that the rental remain the same. The Chief Executive has written to the Environment Agency detailing that the rental remain the same with additional charges for the use of electricity and other services.

A letter has also been sent to regarding the increase in rent for the Board's bungalow from 1st April 2014.

The Chief Executive has written to the tenant of the field to the rear of the Swineshead office to inform him of the decision by the Executive Committee to increase the rental to£500 per annum.

(iii) Graft Drain Scheme

The Operations Manager stated that Lincolnshire County Council are constructing a new highways culvert at the end of Money Bridge Lane and Flood Defence Grant in Aid has been applied for the whole drain length which includes 29 culverts.

(iv) Employers Superannuation

The Chairman stated that the Board will have increased payments into the County Council Pension Fund. This year the fund has been evaluated for each Board and shows the elements of the contribution made by the Black Sluice into the pension scheme. The final figure produced a rate of 22.5% for current liabilities plus a cash amount of£54,000 in 2014/15 for deficit recovery.

497 (b) Cont.....

(v) Plant & Vehicle Replacement Fund Budget 2014/15

The Chief Executive detailed the alteration to the figures in the Plant & Vehicle Replacement Fund Budget.

Balance brought forward @ 1st April 2013		£	50,186
<u>Purchases in Year</u>			
Mastenbroek weed bucket	£	5,950	
JCB 145	£	96,215	
			-£ 102,165
<u>Sale of Plant in Year</u>			
JCB 130	£	19,000	
			£ 19,000
Estimated generated income		£	120,000
Estimated balance c/f @ 31 st March 2014		£	<u>87,021</u>
<u>Proposed Purchases</u>			
Hitachi 70LC replacement	£	93,500	
Weed bucket	£	5,500	
			-£ 99,000
<u>Proposed disposal of Plant</u>			
Hitachi 70LC	£	17,000	
CEO's Truck	£	7,000	
			£ 24,000
Estimated Generated Income		£	128,000
Estimated balance c/f @ 31 st March 2015		£	<u>140,021</u>

(c) Plant & Vehicle Replacement Fund Budget 2014/15 - Minute No 482

The Chief Executive stated contractors will in almost every sector be financially more competitive than the Boards direct labour due to various financial factors. The contractors have generally lower overheads compared to the Boards labour force ie (pensions/H&S costs/reduced welfare/reduced travelling and paying flat rates with no overtime allowances).

The Board benefits by employing a direct labour force above and beyond a simple financial comparison of competitiveness due to factors such as:

- Local labour force on hand for immediate emergency out of hours works.
- Workforce longevity of service resulting in a better understanding of our catchments.
- We have individuals allocated to pumping stations who then become familiar with their stations.
- Local geographic knowledge of our catchments and summer cutting routes.
- Local understanding with landowners for safe overnight parking and fuel storage etc.
- A better attitude to risk taking with reference to health & safety.

497 (c) Cont.....

- Dealing with local companies for more efficient outcomes.
- Localism and our men being proud of where they work and the service they provide.
- Individual large plant assignment resulting in ownership and responsibility further resulting in reduced maintenance costs and higher residual plant values.
- Correct and accountable training on health & safety awareness and plant operations.
- Respect and trustworthiness between the workforce and officers.

Therefore it is more than comparing financial competitiveness, it becomes as stated in the Boards Business Plan an issue of providing the best value for money possible, through economy, efficiently and effectiveness.

(d) Development Consent Fee Account - Minute No 483

The Chairman stated that the Executive Committee had recommended to the Board that the administration charge be maintained at £5,000 for 2014/15.

The Board RESOLVED that the recommendation by the Executive Committee be accepted.

A Member of the Board envisaged that in the future developments including SUDs should be investigated and consented. Developers planning to discharge direct into the Boards drain needs to be discussed more fully.

(e) Bourne North Fen Farm Account - Minute No 484

The Finance Manager stated the Trustees RESOLVED that the rate remain at 2.4p in the pound.

498 TO APPROVE THE 2014/15 BUSINESS PLAN - Agenda Item 7(a)

The Board RESOLVED that the Business Plan 2014/15 be approved and adopted.

499 TO REVIEW THE RISK REGISTER - Agenda Item 7(b)

The Finance Manager presented the Risk Register and recommended the following amendment:

499 Cont.....

“7.3 Premises at 72 Carlton Road not sold”

With the proposed purchasers proceeding, the recommendation is to reduce the risk assessment to Risk Score 2, with medium, low impact.

The Board RESOLVED that the recommendation be accepted.

500 TO RECEIVE A REPORT ON RATING - Agenda Item 8

- (a) The Finance Manager has approved the writing off of the following drainage rate to be included in the accounts of the Board for the year ending 31st March 2014:

(2788)	£160.83
Property at Amber Hill sold by Finance Company	
No known whereabouts	

- (b) Rating Reduction

The Finance Manager recommended the following revaluations be accepted by the Board for rating with effect from 1st April 2014:

Reference Number	Description	Existing Valuation	Proposed Valuation
2150/33010004 First Drove Gosberton	Agricultural Buildings value	£2,802	£2,914
2667/38010068 Small Drove Lane Pinchbeck	Derelict glasshouse value removed	£2,351	£1,854

The Board RESOLVED to accept the revaluations and, Determination Notices should be sent to the occupiers giving details of the proposed changes in valuation and the appeals procedure. The new rate will be with effect from 1st April 2014.

- (i) Transfer to Special Levy

The Finance Manager explained to the Board that due to the prescribed format of setting and sealing the rate there was scope to lose a substantial amount of income if a valuation was identified that needed moving from agricultural rates to special levy between 31st December and 1st April each year.

500 (i) Cont.....

The Board RESOLVED that any adjustment resulting in a loss of income to a value of less than £100 should be amended immediately but anything greater should be delayed until the rate demands have been sent out and then be reported to the next available Board meeting.

501 REPORTS - Agenda Item 9

(a) Monthly Accounts - Agenda Item 9(a)

The Board RESOLVED that the Board's monthly accounts which included October to December 2013, copies of which had been circulated, were noted.

(b) Schedule of Consents - Agenda Item 9(b)

The Board RESOLVED that the schedule of consents for Byelaw Relaxations, Culvert Consents, Development Contributions, Tile Drainage Consents and Extended Area Consents issued from October 2013 to January 2014, copies of which had been circulated, were noted.

(i) Residential development

An application has been received to build two bungalows on land adjacent to Alexine off Malting Lane, Donington.

The Board RESOLVED to relax the byelaw stipulating that the Bungalow be no closer than 6 metres from the centre of the manhole on the northwest corner of the site.

(ii) Tanglewood Care Home, London Road, Wyberton

An application has been received to relax the 9m byelaw to 4m from the centre line of the piped drain 6/31. The Chief Executive presented a number of slides detailing the plans and a photograph of the area concerned.

The Board discussed and RESOLVED that the Byelaw remain and a full review of the piped drain including assessment of the impact of mature trees currently situated on top of the pipe.

(c) Rainfall - Agenda Item 9(c)

The rainfall figures at Swineshead and Black Hole Drove were presented, copies of which had been circulated.

502 TO AUTHORISE THE CHAIRMAN AND FINANCE MANAGER TO SEAL THE RATE FOR 2014/15 - Agenda Item 10

It was RESOLVED that the Chairman and Finance Manager be authorised to seal the Drainage Rates and Special Levies for the year 2014/15 as follows:

(a) Drainage Rates

	<u>Estimated Amount Drainage Rates Payable</u>
Sub-District No 1 being so much of the said Internal Drainage District as: Comprises the area of the Borough of Boston as constituted and in existence immediately before 1 st April 1974	6.15p
Sub-District No 2 - Being the remainder of the Internal Drainage District	12.30p
	£1,023,503.66 (51.30%)

(b) Special Levies

Borough of Boston	£734,008.65
South Holland District Council	£122,051.18
North Kesteven District Council	£58,782.68
South Kesteven District Council	£56,636.95
	£971,479.46 (48.70%)

503 ANY OTHER BUSINESS – Agenda Item 11

(a) Environment Agency Catchment Proposal – Two levels Managerial and Operational Sub Committee

The Chairman stated that the Environment Agency are proposing that the Black Sluice involvement be across two levels. The Chairman proposed that the overall concept be reviewed by the Chairman and Vice Chairman and at Operational level he proposed that the Chairman and Vice Chairman of the two Works Committees together with Vic Barker form this Operational Sub Committee.

All AGREED.

There being no further business the meeting closed at 15:20.