

**AT THE ANNUAL MEETING of the NORTH EAST LINDSEY DRAINAGE BOARD
held at the AMETHYST HOTEL, EAST HALTON
on TUESDAY 8th NOVEMBER 2016 at 2.30pm**

Present

Elected Members :

Martin Archer, John Finch, Lionel Grooby, Julian Hargreaves,
Philip Hoyes, Ted Shepherd and George Turner.

Council Appointees :

North East Lincolnshire Council -

Councillors Margaret Cracknell, Henry Hudson, Bill Parkinson,
Ray Sutton and Alderman Peter Mills.

North Lincolnshire Council -

Councillor Peter Clark and David Wells

In Attendance:

Jane Froggatt

Chief Executive, Witham Group of IDB's

Jim Wright (Observer)

1 APPOINTMENT OF CHAIRMAN

**RESOLVED Unanimously that Julian Hargreaves be re-appointed
Chairman of the Board for the ensuing year.**

2 APPOINTMENT OF VICE-CHAIRMAN

**RESOLVED Unanimously that Lionel Grooby be re-appointed Vice-
Chairman of the Board for the ensuing year.**

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from John Dodds, Ian Pickersgill, Kit Read
and Councillors Iain Colquhoun, Jane Hyldon-King and Tim Mickleburgh.

4 MINUTES

The Minutes (as circulated) of the Meeting of the Board held on the 6th September 2016 were approved and signed by the Chairman.

5 MEMBERSHIP OF THE BOARD

(a) Ian Pickersgill

The Chairman read a letter from Ian Pickersgill indicating that due to ill health he was retiring as a Member of the Board with immediate effect.

Ian had been a Member of the Board since 1979 and Vice-Chairman for many years.

The Chairman wrote to Ian thanking him for his services and wished him all the best for the future.

In view of Ian's retirement a casual vacancy arose in the Waltham, Cleethorpes area and the name of Roger Clayton of Peaks Top Farm, New Waltham was suggested as a suitable replacement.

RESOLVED (1) that an appreciation of Ian Pickersgill's services as a Member of the Board be recorded ; and
(2) that Martin Archer and Councillor Henry Hudson do approach Roger Clayton regarding the casual vacancy and report thereon at the next meeting.

(b) Ted Shepherd

Ted Shepherd stated that he would be 90 next year and felt that the time was right to retire as a Member of the Board. With this in mind he confirmed that his nephew Stephen Shepherd would be happy to take his place if the Board agreed.

Ted was asked if he would be prepared to continue as a Member whilst the transitional arrangements were taking place. He agreed to continue until the 2017 AGM but would like his nephew to attend as an observer in the meantime, and this was agreed.

6 RATES AND FINANCE

The Clerk reported that the position as at the 24th October 2016 was as follows:

(a) Collections -

(i) Rate Income :

Rates collected to date total £253,503-30 and the 2nd half of the special levies are due on the 1st November which will give a total collection of £488,093-43 which represents 95% of the rate levied.

(ii) Other Income :

Able UK	- Consultants Fees	11,250-00
I. Group	- Consent Fees(2) re Network Rail	100-00
Jacobs	- A160 Consents x 21	1,050-00
Environment Agency	- Highland Water Contribution	36,393-00
North Lincs Council	- 50% Neatgangs Drain Works	929-50
Barclays Bank	- Loyalty Reward	47-92
H M Customs & Excise	- ¼ VAT Refund to 30/6/16	3,890.50

(b) Financial Statement -

General Account	£ 1,712-48
Disbursement Account	£ 6,198-44
Deposit Account	£ 289,698-69
Deposit (Conoco) Account	£ 279,697-36

(c) Accounts Paid

The accounts paid net of VAT (1st August, cheque no. 102941 to 24th October 2016 (cheque no. 102958) together with direct payments totalling £128,258-93 were considered by the Board. The Clerk's action in drawing orders on the Board's Bankers in respect of the amounts paid was approved.

(d) Drainage Rates - Able (UK) Ltd

The Clerk reported that following conversations with Peter Stephenson and Neil Etherington the outstanding drainage rates up to the 31st March totalling £3,495-11 were paid by Able on the 10th December 2016.

7 AUDIT OF ACCOUNTS

The Clerk stated that as reported at the last meeting the accounts approved by the Board on the 17th May 2016 were submitted to Littlejohns on the 20th May.

Their report was issued on the 17th September as follows:

“On the basis of our review of the annual return, in our opinion the information in the return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”

The completion of audit has been duly advertised in the Grimsby and Scunthorpe Telegraphs.

RESOLVED that the position be noted.

8 BOARD MANAGEMENT

(a) Transitional Arrangements

The Clerk reported that the transition arrangements for the Board to join the Witham Group continue and the paper OS maps have now been digitised on their GIS system and asset mapping has been completed. We will continue to input data over the coming months to ensure that by the 1st April 2017 we are on their DRS Rating System and SAGE finance system. Our Board have a budget for this work.

The first brainstorming session with Jane and Martin Shilling was held on the 25th October and the next session is fixed for the 14th November. These meetings will now be held on a regular basis to ensure a smooth changeover on the 1st April 2017.

(b) Joint Services Committee

The next meeting of the Witham Joint Services Committee will be held on the 5th December and our Board representatives have been invited. The Chairman, Vice-Chairman, Philip Hoyes and the Clerk will attend.

Jane Froggatt explained that the joint services committee is an arrangement between the three Lincoln Boards but as the meeting on the 5th December will be discussing joint budgets for 2017/18 it seemed only right and proper that North East Lindsey attend.

The joint services arrangement was established on the 1st April 2009 between the three existing Boards. There is nothing legally binding between them other than the joint agreement they all signed up to. The agreement allows with a full financial year's notice that the arrangement can be waived and any Board can opt out. I mention this just to reassure you from the outset that I know there have been some reservations around the table and I fully understand that, it is a big change for your Board when you have had the continuity of Trevor and his team for 30 years.

The three existing Boards originally entered into the agreement to share administration and finance services and gradually they have become more confident and now share engineering, GIS mapping, environmental services and payroll. The Officers try to give each Board the service they require and recognise the different personalities of each Board.

The Agenda for the 5th December will include a review of the financial performance during the financial year and one role of the committee is to monitor and see how performance is going, and report that back to their individual Boards.

The Witham Boards solicitor has been commissioned to prepare a joint services agreement for the four boards effective from the 1st April 2017 and a draft will be

considered at the meeting.

The committee will also look at the joint draft budgets which will then form part of the estimate reports that go to each of the four Boards in January 2017. It is, therefore, important that all four sets of representatives on the joint services committee feel comfortable with it and feel able to recommend it for adoption to their January Board Meetings.

We also use that committee for other functions delegated by each of the Boards but at the moment appreciate that it would be for your Board to decide whether or not to include other functions. For example it is used as a Health and Safety Committee, Internal Audit, Terms and Conditions of the ADA White Book and Environmental matters.

The Committee normally meet three or four times a year and discuss a wide range of issues and any recommendations go to the individual Boards for approval other than the delegated functions. There are three representatives from each Board on the committee apart from Upper Witham who have four as it makes 40% of the contribution spend.

There being no questions the Chairman thanked Jane for outlining the work of the Joint Services Committee.

9 WITHAM VISIT AND TRAINING DAY

The Clerk referred to the last meeting when it was agreed that arrangements would be made for Members to visit the Witham Group's offices in Lincoln.

This will take place on the 8th December 2016 and include a tour of the offices, showcase systems and meet the staff. In the afternoon the group have a Members training day and our Members had been invited.

We will travel to Lincoln by mini bus and an itinerary for the day will be sent out to the ten Members who have indicated that they will attend.

10 SALARIES

The Clerk stated that the ADA Lincs Branch had a Pay and Conditions Sub-Committee and part of the Group's remit is to recommend to individual Board's the pay settlement agreed with the Unions.

The Committees offer was a 1% pay increase for 2015/16 and 1% for the 2016/17 and the 1% for 2015/16 was agreed by our Board and paid to employees (pending an agreed settlement).

The stalemate in negotiations was discussed at a ADA Branch Meeting on the 28th April 2016 and it was agreed that Chairman and Chief Executives would meet to try and resolve the issue. Following that meeting on the 2nd June the Branch Secretary wrote to the Staff Side setting out the proposed pay deal for both this year and last year. The offer was 1% for 2015/16 and 1% for 2016/17 with a further 0.4% paid in the 2016/17 as an unconsolidated lump sum. The pay settlement was accepted by the Staff Side on the 15th July via a Unisom ballot and the new pay rates and scales have been issued by the Branch.

The Board are asked to approve a 1% increase for 2015/16 (paid) and implement a 1% increase for 2016/17 (total of £1,266 for all staff and included for in the Rate Estimates).

The Board are also asked to consider a one off non-consolidated 0.4% payment for the 2016/17 which will total £507 and is not included in the Rate Estimates.

- RESOLVED (1) that the 1% pay increase paid to the Board's staff for 2015/16 be confirmed ; and**
- (2) that the 1% agreed pay increase for 2016/17 be implemented and awarded to all the Board's staff with effect from the 1st April 2016.**

11 HIGHLAND WATER CLAIM 2015/16

The Clerk stated that the Board's claim for expenditure associated with Highland Water was submitted to the Environment Agency in May and totalled £36,873.

A payment in the sum of £36,393 was received on the 4th October, leaving a balance of £480.

12 MAIN RIVER MAINTENANCE

The Clerk reported that on the 20th September the Chairman, Vice-Chairman and he met with Mark Adams and Adrian Clack of the Environment Agency.

The Board entered into a Public Sector Co-operation agreement with the Agency in 2014 and this allows for the Board to carry out work on Main River. Most of the Lincolnshire Boards do carry out work under this Agreement although I understand this has not been straightforward.

We informed Adrian Clack that the Board were in the process of going out to tender for their mowing contract and apart from the Board's watercourses the tender documents allowed for additional works which may include EA Main River.

Adrian stated that the Agency were currently preparing their 2017 maintenance programme and would meet with us again in November with details of the watercourses they would wish to contract to us.

RESOLVED that the present position be noted.

13 MOWING CONTRACT 2017 - 2019

The Clerk stated that tender documents had been prepared and the contract was advertised in the Grimsby and Scunthorpe Telegraphs on the 6th October. The notice stipulated that completed tenders must be submitted by 12 noon on the 7th November.

The tenders were opened by the Chairman at 4.15pm on the 7th November as follows:

BIC Plant	£102,001-01
E. Carnaby and Son	£113,337-00

The tenders are divided into three parts with Sections 1 and 3 being carried out in years 1 and 3 and Sections 1 and 2 being carried out on year 2. The split in BIC Plant's tender is as follows:

Section 1	£85,339-93
Section 2	£ 6,996-61
Section 3	£ 9,663-47

Three years ago the tender accepted from Beaverbridge Plant totalled £90,450-93.

This year all the drains have be re-measured using Witham's GIS mapping and the total length has increased by some 8,500 metres (£6,000).

In the past the contract has included for the mowing of the bed and one full bank with one metre off the opposite bank in most cases. This contract includes for all watercourses to include this specification which has added 13,100 metres of a one bank metre out.

- RESOLVED (1) that subject to checking the tender submitted by BIC Plant in the sum of £102,001-01 be accepted ; and**
- (2) that the Chairman, Vice-Chairman and Clerk be authorised to check the tenders and inform the successful tenderer accordingly.**

14 KILLINGHOLME MARSHES

The Clerk reported as follows:

(a) North Lincolnshire Council - Grant Application

The Council have been successful in obtaining a £3 million grant towards the pumping scheme from the Department of Communities and Local Government. The grant is based on a scheme cost of £5.2 million. The grant is subject to a number of pre conditions some of which the Board are involved in addressing.

(b) Scheme Design

The Consultants for Able (NIRAS) are progressing with the scheme design in close liaison with our Consultants, Peter Brett & Associates. As the original scheme design and modelling was carried out by Peter Brett's, NIRAS require some of this information to progress with the new design. Earlier in the year Able issued an order for Brett's to carry out work to the value of £16,307-50 and this they reimbursed to the Board. They have now issued an order for further modelling information to the value of £22,500.

(c) C-Ro (Humber Sea Terminal)

The Clerk reported that he sent the following email to Mike Lewis of C-Ro on the 3rd November.

"Dear Mike

I refer to my email dated the 15th September 2016 and your acknowledgement of the 26th September.

The Killingholme Marshes Pumping Station has now reached the stage when the number of pumps required for proposed and existing development must be determined. If C-Ro intend to contribute £401,159 then the design will accommodate the 52.6 hectares of their development.

If this is not the case then the flows from Total Oil Refinery re-routed to Killingholme Marshes Drain to accommodate your flows will be diverted back to it's original route of North Killingholme Drain. In order for that watercourse to accept this flow the unconsented run-off from your development must be attenuated on site and released at a rate determined by the Board. A meeting will need to be arranged in the near future to discuss the Board's requirements and as to how this can be achieved and formally consented.

In order to progress the mater and instruct design consultants accordingly I shall be obliged if you will formally confirm your Company's intention by no later than the 11th November 2016. If there is no response by that date we will have to assume that you will not be a contributor to the scheme and the consultants will be informed accordingly. As the public body responsible for flood protection and land drainage we will then have a duty and responsibility to begin the enforcement process with you."

A response is awaited.

(d) Able Enabling Works

Our Technical Advisor, Chris Noble, has for some time been concerned at the ground raising and the drainage concerns have not been addressed by Able.

On the 4th November Benton Transport telephoned regarding flooding of their Rosper Road Site.

Within the last two weeks their interceptor had overflowed (never happened before) and the site drains had nowhere to outfall as Able had filled in watercourses.

I emailed Jo Salisbury, Able Project Engineer and a site meeting is to be arranged within the next two weeks.

15 ROSPER ROAD PITS PROJECT

The Clerk stated that the Vice-Chairman and Works Supervisor met with Paul

Bichon of BIC Plant early in October to discuss the dredging and re-profiling works required.

The Vice-Chairman stated that the works had now been successfully completed and eight islands for wading birds had been constructed.

He considered that a key benefit for the project was cattle grazing of the 8 acres that remains in the ownership of the Environment Agency and the Clerk emailed Mark Adams on the 4th November for an approval to lease this land.

16 MIDDLE DRAIN CATCHMENT

The Clerk referred to the last meeting when it was reported that the Council were proposing to develop land adjacent to the A180/Stallingborough Interchange. Details of the proposed phasing of the works were presented and the Board agreed to levy a development charge of £5,000 per impermeable hectare for direct discharge.

A subsequent meeting has been held with representatives of the Council and it appears that the development (similar to Europarc) will be carried out in phases with the 1st phase comprising of office accommodation followed by warehousing and storage. This first year's work will involve the construction of a roundabout only and this will then be followed in year 2 with the road network.

(b) Paragon Car Storage

The necessary works to enable access had virtually been completed and maintenance of the watercourse was carried out last week. There were still, however, access issues and a number of the fence posts had been hit by the excavator.

The matter had been taken up with Paragon and we were assured that the fencing would be moved back later this week.

17 PUMPING STATION WORKS

The Clerk reported as follows:

(a) Mawmbridge

Perry's Pumps had now completed the repairs to one of the pumps and the unit is now back and running. The works included a full service, bearing and seal replacement and new cabling.

The cost of the repairs totalled £10,934 and £10,000 is allowed annually in our rate estimates for pump servicing.

T & J Fletcher have completed fabricating and installing new grids for the pump and gravity outfalls at a total cost of £8,860. This work had been approved at the last meeting and funded from the Developer Contributions Account.

(b) Little Buck Beck

T & J Fletcher had renewed the fencing around the compound and installed new gates at a cost of £2,950. New handrails would be fitted shortly and re-pointing of the brickwork would be carried out next spring.

The works were approved at the last meeting and the cost would be met from the Developers Contribution Account.

18 NORTHERN POWER CLAIM - Station Road, South Killingholme

The Clerk referred to the last meeting when it was reported that on the 26th August a letter had been sent to Northern Power denying any liability for the damage caused to the electricity cable.

A reply dated the 29th September was received stating that they had been advised to refer the matter to their solicitors to review the details and would contact us in due course to discuss the matter further.

Nothing further had been heard.

19 ADA MATTERS

The Clerk reported as follows:

(a) Branch Meeting

The ADA Lincs Branch was held in Woodhall Spa on the 20th October and the

Chairman, Vice-Chairman and Clerk attended.

(b) ADA Conference

The ADA Conference would be held in London on the 17th November and the Board would be sending five delegates.

20 CONSERVATION MATTERS

Lionel Grooby stated that we had started what looked like an early winter.

The Board's owl box scheme had a some 60% breeding success which was absolutely phenomenal.

With regard to Far Ings rain Lionel answered questions raised on Azolla and Weevils.

21 - PLANNING APPLICATIONS

A schedule of planning applications and replies were circulated to all Members and approved.

Martin Archer asked who was responsible for the adoptions of SUDs. The Clerk stated Anglian Water were looking at adopting on a national basis but the matter had still not been resolved. Both North and North East Lincolnshire Council had been informed that the Board would consider adoption but only on the payment of commuted sums for long term maintenance.

22 DATE OF NEXT MEETING

The next meeting was fixed for Tuesday 24th January 2017 (2.30pm) at the Amethyst Hotel, East Halton.

There being no further business the meeting closed at 4.30pm.

Chairman