

Minutes of the meeting of the Welland and Deepings Internal Drainage Board held at Deeping House, Welland Terrace, Spalding on Thursday, 8th June 2017 at 11.00 a.m.

- * G R Aley
- * A J Branton
- * W D Branton
- * M H Bratley
- * R Broughton
- A Casson
- * K C Casswell
- R Clark
- * M Cooper
- * P Coupland
- P Dilks
- S J Dobney
- * T W Franks
- J F W Holdich OBE
- * Mrs C J Lawton
- * Mrs A Newton
- T C Purllant
- G W Sly
- * Mrs J Smith
- * Mrs E J Sneath
- * B Tidswell
- * J Ward
- * P N Watts MBE
- * E J Whitfield
- * Ms R Woolley

- * Present

In Attendance: Mrs K Daft Chief Executive
 N Morris Operations Engineer
 J Boden Assistant Engineer

13/17 APOLOGIES

Apologies were received from Mr A Casson, Mr R Clark, Mr S Dobney, Mr J Holdich, Mr T Purllant and Mr G Sly.

Mr W D Branton chaired the meeting in the absence of Mr T Purllant.

14/17 DECLARATIONS OF INTEREST

Mr Coupland, Mrs Lawton and Mrs Sneath declared an interest in the 'Byelaw Relaxation to 7m for temporary fence and shed – Parkside Crescent, Spalding' (Welland Homes Ltd) on page 16 of the Engineering report.

Mr W D Branton and Mr A Branton declared an interest in planning application number H03-0366-16 on page 18 of the Engineering report.

Mr P N Watts declared an interest in planning application number H03-0048-17 on page 30 of the Engineering report

15/17 TO RECEIVE THE AUDITOR'S REPORT FOR YEAR ENDED 31ST MARCH 2017

The Board's internal auditor, Mr David Gowing, presented the Internal Audit report for the financial year 2016-2017. He advised members that, as in previous years, he was very happy with accounting controls and financial records. Mr Gowing further commented that previous recommendations had been implemented.

Mr Gowing reported one recommendation that investments are to be supported by a current certificate/documentation, as per page 5 of his report.

It was RESOLVED that the report be adopted.

Acting Chairman thanked Mr Gowing for attending the meeting.

16/17 TO APPOINT INTERNAL AUDITOR FOR 2017-18

It was RESOLVED that Mr David Gowing be appointed as the Board's Internal Auditor for the financial year 2017-18.

17/17 TO CONFIRM MINUTES OF THE LAST MEETING

The minutes of the last meeting held on the 2nd February 2017, a copy of which had been circulated, were signed by the Acting Chairman as a true record.

18/17 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes of the meeting held on the 2nd February 2017.

19/17 TO APPROVE SECTION 1 OF THE ANNUAL RETURN – ANNUAL GOVERNANCE STATEMENT 2016/17

The Chief Executive presented Section 1 of the Annual Return, 'Annual Governance Statement 2016/17' and it was RESOLVED that this be approved. The document was signed by the Acting Chairman and the Chief Executive.

20/17 TO APPROVE SECTION 2 OF THE ANNUAL RETURN – ACCOUNTING STATEMENTS 2016/17

The Chief Executive presented Section 2 of the Annual Return, 'Accounting Statements 2016/17' and it was RESOLVED that this be approved. The document was signed by the Acting Chairman and the Chief Executive.

21/17 TO RECEIVE THE HEALTH & SAFETY REPORT

The Operations Engineer presented the report to the Board. Matters arising from the report:

21/17/1 Training

Since the 10th February 2017, the appropriate operational employees have received training and/or refresher training courses in:

- Safe Use of Ladders
- Safe Application of Pesticides
- Driver CPD incorporating Working at Heights and Manual Handling
- Forestry First Aid
- Manual Handling Refresher
- Working at Heights and Safe Use of Ladders

Annual 'SHOC' training (overhead cable awareness) is due to commence shortly. By the time this has been completed, all engineering, operations and ground staff will be trained in overhead cable awareness and avoidance.

The Operations Engineer is due to attend the Site Managers' Safety Training Scheme ('SMSTS'), a two day refresher course on the 13th and 14th June.

The Junior Engineer is due to attend a five day Site Managers' Safety Training Scheme ('SMSTS') in July.

The Assistant Engineer is to attend a 'NEBOSH' National Construction Certificate course on a day-release basis commencing in the autumn.

21/17/2 Other Health & Safety Matters

The bi-annual Cablesafe Forum, of which the Operations Engineer is honorary secretary, was held at the office on the 10th May, with representatives from Western Power and various Lincolnshire IDBs.

Various seminars were attended by operational staff at the Floodex exhibition which was held on the 17th and 18th May. Topics covered included:

- Employee Duties, Removal of Safety Features
- Significant Hazard Identification and Risk Assessment
- Safety and Floating Pontoons
- Accident, Incident and Near Miss Reporting, Competence, Right to Refuse to Work
- Welfare, Personal Protective Equipment (PPE)
- Construction Design & Management Regulations
- Risk Profiling, Corporate Manslaughter & Competent Advice

22/17 TO RECEIVE THE ENGINEERING REPORT

The Operations Engineer and Assistant Engineer presented the report to the Board. Matters arising from the report:

22/17/1 General District

Board members were updated with details of general maintenance works carried out in the General District.

Due to last year's success of re-profiling the Sand Martins' cliff on Vernatts Bank, the operation has been repeated this year. Members were shown photos of the new bank and early signs would appear to be encouraging.

22/17/2 Workshops & Plant

Board members were updated with details of general maintenance works carried out to plant and workshops.

The Foreman's new 4 x 4 truck had been delivered, with the old truck sold by tender.

The Kato crane has been overhauled and re-painted in-house. Slides were shown during the presentation and Members agreed that the crane looked as good as new.

The new Liebherr excavator is due to arrive in July.

Steel stop logs for the Pode Hole diesels have been designed and manufactured in the workshop.

22/17/3 Private Works

Private works during the period have been limited to providing levels for private gauge boards.

22/17/4/1 Special Matters – Riddingtons Pumping Station, Pinchbeck Marsh

As reported at the previous Board Meeting, Shoebridge Engineering, who have been undertaking the repairs, are of the belief that some fundamental issues with the pump's design are causing the cavitation problems which are being experienced.

Expert advice has been sought and some modifications to the pump sump have been suggested. The modifications have been fabricated and galvanised, and are now awaiting collection.

22/17/4/2 Special Matters – Pode Hole Deeping St Nicholas (Diesel) Pumping Station

The Operations Engineer advised that an issue had been identified with one of the large diesel pumps; grease, which should be directed to the bottom bearings, is being forced upwards. Preliminary inspections by Shoebridge Engineering have taken place, and from the findings it is believed the inner grease tube has corroded away or become detached. Evidently, this problem has been found on other pumps of a similar age.

As the pumps have not been lifted since they were installed over 50 years ago, the Operations Engineer recommended that Pump No 2 be lifted so a thorough examination can take place.

It is anticipated that works will commence in July.

22/17/4/3 Special Matters – Crowland and Cowbit Pumping Station

As reported at the previous Board meeting, investigations were being made as to altering the weedscreen cleaner so that it could place removed weed nearer to the access gate.

An estimate had subsequently been received by the weedscreen supplier in the sum of approximately £18,000 and this prompted us to look at alternative methods to resolve the issue.

The Operations Engineer informed Members that a further section of the deck has now been concreted and galvanised steel wheeled tipping skips to

transport the weed across the weedscreen deck to our telehandler are being used.

22/17/4/4 Special Matters – Fourth District Pumping Station Electrical Refurbishment

The Assistant Engineer reported that the next stage of refurbishment was to modernise the control gear. Whilst the electrical panel/switchgear is still operative, due to its installation in 1953, it no longer complies with current regulations for high voltage electrical equipment in the workplace and needs to be updated.

Four companies were invited to tender for the project, although only two companies, Inter-Lec from Retford and Paktronic from Grantham, submitted quotations.

Whilst Inter-Lec's quotation was slightly higher than Paktronic's price, it was unanimously RESOLVED that Inter-Lec's quotation be accepted.

22/17/4/5 Special Matters – Wygate Park, Pennygate Drain Re-lining Work

The Assistant Engineer informed Members that Phase Five of the drain re-lining at Wygate Park is currently being planned, and it is anticipated that the works are to take place during late October to the middle of November.

22/17/4/6 Special Matters – Sutterton Grange Farm Dyke Extension

Improvement/extension works have now been carried out and have involved re-profiling the existing section of drain, cutting a new channel and laying a section of pipe under the landowner's field corner.

Where the drain has been re-profiled or piped by the Board, it will become Board-maintained and is to be afforded the protection of a 6m byelaw.

22/17/4/7 Special Matters – Crowland Common

Improvement works have been carried out on No 3 Drain in the Crowland Washes.

22/17/4/8 Special Matters – Piling and Bank Stabilisation

Due to the change in regulations regarding safe practice of cranes operating adjacent to watercourses, it has been necessary to carry out some piling works to create suitably reinforced and stable platforms. Platforms have been constructed using interlocking steel sheet piles at South Drove and Counter Drain to allow the weedboats to be lifted safely in and out.

A replacement mooring has been constructed for the boats on the Vernatts Drain at the Pode Hole depot using interlocking steel sheet piles.

Steel piles have also successfully been used in the Westlode Drain. As this drain is deep with steep batters, and as it carries most of the surface water out of the western side of Spalding, it required a more robust method of repair

when bank slips were to occur. Steel piles were placed approximately 2 metres apart with the addition of timber toe boards placed between to stabilise the bottom of the bank.

The traditional method of fir piles and stone with a dressing of topsoil has been employed on a slip in the Three Towns Drain. The Assistant Engineer mentioned that some of the timber left over from the Vernatts sluice repairs last year was used in this operation.

22/17/4/9 Special Matters – Conservation

The Operations Engineer advised that the findings of the eel study work undertaken by Hull University and the Environment Agency were still awaited.

22/17/4/10 Special Matters – Bell Tunnel Drain, Cowbit Wash

The Operations Engineer explained to members that the Board have been approached by South Holland IDB to consider a proposal to adopt a private riparian drain for maintenance. The drain is used by South Holland IDB, although falls within the Welland & Deepings IDB's catchment.

A letter had been sent to the three landowners affected, setting out our proposals to implement improvements to the watercourse and its subsequent adoption and maintenance. The three landowners have confirmed that they have no objections.

The Operations Engineer advised that maintenance cost of this drain would be in the region of £750 per year.

All Members were in agreement that the adoption of Bell Tunnel Drain should be implemented once details are agreed with South Holland IDB.

22/17/5 Press/Publicity

The Operations Engineer advised Members that he had written an article on the refurbishment of Vernatts Sluice, which had been published in the spring edition of the ADA Gazette.

22/17/6 Other Meetings Attended

Both the Chief Executive and the Operations Engineer attended a meeting of the South Holland District Council Performance Monitoring Panel, which proved to be positive and worthwhile.

23/17

TO RECEIVE MANAGEMENT ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2017

The Chief Executive presented the Management Accounts for the year ended 31st March 2017. It was explained that these supported Section 1 and Section 2 of the Annual Return.

24/17 TO RECEIVE FINANCE REPORT FOR THE PERIOD 1ST APRIL 2017 TO 27TH MAY 2017

The Chief Executive presented the Finance Report for the period 1st April 2017 to 27th May 2017.

Arising from the Finance Report:

24/17/1 Rental Income

The Board's Bourne Fen Bungalow has been let to a new tenant at a rental of £650 per month.

24/17/2 Investments

Bank of England base rate remains at 0.25%.

24/17/3 Museum

The joint partnership bid for Heritage Lottery Funding with Moulton Mill and Chain Bridge Forge was successful and the partnership has been awarded £38,200 for the project. Tenders have been placed out and these are to be discussed with partners later this month.

24/17/4 Fishing

The Chief Executive reported to Members that we had been approached by Spalding Fishing Club, with a view to taking the fishing rights on the North Drove, South Drove, Vernatts and Counter Drain.

The fishing club have suggested they would wish to work closely with the Board, and have confirmed it would be their responsibility to cover the costs of insurance, signage and enforcement.

It was recommended that the waters be licenced for fishing for an initial period of one year at a rate of £200, with a review after the first year. Members agreed that this would be the best way forward, and a suitable licence agreement is to be drawn up.

It was RESOLVED that the Finance Report be adopted.

25/17 TO CONSIDER THE RECOMMENDATIONS OF THE CONSERVATION LIAISON GROUP MEETING HELD ON THE 27TH MAY 2017

Minutes of the Conservation Liaison Committee meeting held on the 25th May were circulated to Members.

The Chairman commented that the Conservation Liaison Group's visit to Vernatts Bank at Flints Farm and Chestnut Farm, Deeping St Nicholas had been enjoyed by all. Mr Watts was thanked for his hospitality.

26/17 COMPLAINTS PROCEDURE

The Chief Executive advised Members that a Complaints Procedure document has been drawn up as a way of formally dealing with complaints from members of the public and others.

It was RESOLVED that the Complaints Procedure be adopted.

27/17 ADA UPDATES

The Acting Chairman advised Members that Henry Cator will be stepping down as ADA Chairman this year.

The Chief Executive advised that Mr Peter Bateson, ADA Lincolnshire Branch Secretary and Chief Executive of Witham Fourth IDB, has suggested a joint study trip to Amsterdam during 'Water Week'. This event will run from Monday, 30th October to either Thursday, 2nd November or Friday, 3rd November. The Chief Executive will send a letter to Members with further information.

This year's ADA Conference is to be held on the 8th November.

*Incorrect date:
should have been 16th
November. The
Chairman amended.
JP*

28/17 ANY OTHER BUSINESS

The Acting Chairman drew Members' attention to the fact that the Board's Berkenheiger (Berky) Spider was coming to the end of its useful life.

A few years ago, our current Berky was purchased from the South Holland IDB. It is now over 13 years old.

The Chief Executive confirmed that the waiting list for a new Berky Spider would be approximately one year, with the price in the region of £300,000.

The Acting Chairman recommended that the acquisition of a new Berky Spider be discussed at October's Board meeting.

There being no further business, the meeting was closed at 1.11 p.m.

Chairman