

TRENT VALLEY INTERNAL DRAINAGE BOARD

Minutes of a Meeting of the Board held at 10.00 a.m. on Thursday, 31st May 2018, at Winthorpe Community Centre.

Elected Members

* Messrs W.J. Staunton (Chairman)
* J. Miller (Vice-Chairman)
* R. Warburton (Vice-Chairman)
* A. Arden
* T.H. Farr
* N.J. Greenhalgh
* R.J. Jackson
* D. Loates
* J. Pask
* R.N.J.S. Price
* S.E. Richardson
* Mrs J. Love

* Present

Staff

* Messrs A. McGill (Chief Executive)
D.J. Sisson (Engineer)
M.S. Everett (Operations Manager)
* T. Sharp (Civils & Project Manager)
* C. Manning (Environmental Officer)
* J. Mitchell (Surveyor)
* C. Harris (Internal Auditor)
* Mesdames J.D. Watson (Operations Director)
* N. Hind (Finance Manager)

* In attendance

Nominated Members

Bassetlaw District Council

Cllrs K.H. Isard
Mrs S. Fielding
* D. Pidwell

Newark and Sherwood District Council

* Cllrs D.R. Payne
* I. Walker
* B. Wells
* Mrs S. Michael

Rushcliffe Borough Council

* Cllrs R. Hetherington
* J. Thurman
* Mrs C. Jeffreys
* N. Lawrence

Gedling/Melton Borough Councils

Mr J. Evens

West Lindsey/North Kesteven District Councils

* Cllr Mrs P. Whittaker (NKDC)

Invited Representatives of Partner Organisations

Miss S. Jaques (Nottinghamshire County Council)
Messrs J. Bowler (Bassetlaw District Council)
I. Davies (Bassetlaw District Council)
Mrs J. Bradley (Nottinghamshire Wildlife Trust)

The Chairman welcomed Mr C. Harris (Internal Auditor) and Mrs N. Hind (Finance Manager) to the meeting.

1. APOLOGIES

Apologies for absence were received from Messrs M.S. Everett, T.H. Farr, D. Loates, S.E. Richardson and D.J. Sisson.

2. DECLARATION OF INTEREST

Mr A. Arden declared an interest in Agenda item 11, Asset Renewal and Refurbishment Projects.

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

NONE

4. BOARD MINUTES (Pages 312 to 318)

RESOLVED

That the minutes of the meeting of the Board held on 25th January 2018 be confirmed as a correct record.

5. MATTERS ARISING

Minute 12, Page 316 - Asset Renewal and Refurbishment Projects

The Chairman stated that the delay in respect of the power installation at Beckingham Pumping Station was unacceptable and the matter must be escalated. The Chief Executive confirmed that he would take this up with Western Power.

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6. CONSORTIUM COMMITTEE MINUTES

The attached minutes were presented for consideration. The Chairman reported that recharges had been considered in detail by the Finance and Plant Committee and would, therefore, be discussed under the next agenda item.

RESOLVED

That the minutes of the Consortium Committee held on the 2nd May 2018 be confirmed as a correct record and noted.

7. FINANCE AND PLANT COMMITTEE MINUTES

The attached minutes were circulated for consideration.

Mr R.N.J.S Price commented that the Committee had resolved to seek independent advice on all pension options and expressed the need to ensure this happened straight away. The Chief Executive confirmed that independent advice was being sought and that the Board would use a specialist consultant.

RESOLVED

- (a) That the attached minutes of the Finance and Plant Committee held on the 3rd May 2018 be confirmed as correct, subject to the deletion of the word 'controlled' in the first paragraph of page 2.
- (b) That the recommendations made in respect of minute numbers 8 (Plant and Equipment), 9 (Torksey Pumping Station Refurbishment) and 11 (Consortium Recharges) be adopted by the Board.

Mr R.J. Jackson arrived.

8. DRAINAGE RATES AND SPECIAL LEVIES

The Chief Executive reported that drainage rates and special levies collected to 31st March 2018 totalled 99.63%, leaving an amount outstanding of £5,894.51 at the year end. In respect of 2018/2019 as at the 16th May 2018 the percentage of rates collected was 12.70%.

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9. FINANCE

9:1 Final Accounts for the Year Ending 31st March 2018

The year-end accounts had been prepared by Forrester Boyd, Chartered Accountants. Mrs N. Hind, Finance Manager, presented the accounts. A discussion was held on matters arising and Officers were confident that the accounts were a true reflection

Mr R. Warburton stated that the fact that the pension had increased from £82,000 to £112,000 with no reduction in the deficit highlighted what a liability this was for the Board. The Chairman confirmed that this would be reviewed by the Finance and Plant Committee.

RESOLVED

That the attached Final Accounts be approved.

9:2 Audit of Accounts for the Year Ending 31st March 2018

The Internal Auditor presented his report and highlighted the importance of members completing and regularly reviewing the Declaration of Interest forms. He drew members' attention to the Action Plan and commented that although a new Rating System had been purchased this was not due to be introduced until 2018. He also felt that removal of the petty cash from the Newark Office would eliminate a possible area of risk.

RESOLVED

(a) That the attached Assurance Review of Governance, Risk and Control be noted and the recommendations approved by the Board.

(b) That TIAA be appointed as internal auditor for the Board for 2018/19.

9:3 Annual Governance and Accountability Return 2017/18

The Internal Auditor presented the attached document confirming that he was satisfied that the control objectives had been achieved throughout the year to an adequate standard.

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9:4 Annual Governance Statement

Members considered the attached Annual Governance Statement and were satisfied that there was a sound system of internal control.

RESOLVED

That the attached Annual Governance Statement for 2017/18 be approved and signed by the Chairman.

9:5 Accounting Statements for 2017/18

The Finance Manager presented the Accounting Statements for 2017/18 and these were considered in detail by the Board.

RESOLVED

That the attached Accounting Statement for 2017/18 be approved and signed by the Chairman.

9:6 Cash Reserves and Investments at 30th April 2018

Officers reported on a total of £1,928,748 invested and one loan of £683,831.42 outstanding.

RESOLVED

That the Board's financial position be noted.

9:7 Income and Expenditure – 1st April 2018 to 30th April 2018

The attached Management Income and Expenditure report was presented for consideration. Mr R.N.J.S. Price emphasised that this did not give the level of information required by the Board. Officers confirmed that a more detailed report would be prepared for future meetings.

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9:8 Schedule of Payments over £500

The attached schedule was presented for consideration. The cost of advertising was raised and it was agreed that the size of adverts should be reviewed.

RESOLVED

That the attached schedule of payments over £500 be approved.

10. OPERATION REPORT

The Operations Director presented the attached update on the work undertaken by the Direct Labour Organisation. She confirmed that the comments in respect of winter works should have read the start of the year and not the last Board Meeting and that current works were approximately 3% behind schedule.

Continued spraying of floating pennywort at Drinsey Nook had taken place.

The new excavator had been ordered.

Mr R. Warburton raised an issue in respect of a delay to works being completed due to wildlife legislation. The Environmental Officer was unaware of this incident but understood that there had been some misunderstanding in respect of mitigation work. He confirmed that he was working towards improving the understanding of the team.

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11. ASSET RENEWAL AND REFURBISHMENT PROJECTS

Mr T. Sharp, Civils and Project Manager, presented the results of the tender process for the new fish friendly pumps at Torksey Pumping Station. He recommended the lowest tender be accepted at a cost of £386,424.00

In respect of the new penstocks at Torksey, he recommended that the lowest tender be accepted at a cost of £16,720.00.

The results of the tender process for the new pump and control panel at Lowfield Pumping Station were presented and a recommendation was made for the lowest tender at £27,000.

An update was presented on the Egmonton Flood Relief Scheme. The Chairman confirmed that a Trustee had been located that could transact on behalf of all the beneficiaries of the land the Board was looking to purchase for the scheme. However, Nottinghamshire County Council had lost their funding towards the project.

RESOLVED

- (a) That the tender for the fish friendly pumps at Torksey be accepted in the sum of £386,424.
- (b) That the tender for the penstocks at Torksey be accepted in the sum of £16,720.00
- (c) That the tender for the new pump and control panel be accepted in the sum of £27,000.

12. LANGAR LAKES

This matter had originally been considered by the Board in September 2016 and funding had been put aside to support a partnership improvement scheme, however, unfortunately the relevant councils had been unable to assist the Board financially.

The Board's Officers, supported by the Chairman, had met with the landowners to try and find a solution agreeable to all those affected, however, it may be that the Board would be required to use its Powers of Enforcement under the Land Drainage Act to ensure an acceptable solution.

RESOLVED

That Officers continue to negotiate with all affected parties but that enforcement action be taken to effect a solution if a successful conclusion could not be reached.

13. ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

No matters to report.

14. ENVIRONMENTAL REPORT

The Environmental Officer presented the attached report and confirmed that recent heavy rainfall in the Kingston Brook area, which had caused some flooding had proved the accuracy of the recent hydraulic modelling carried out by the Board. He presented the results of the modelling and confirmed that the Board should be informally in favour of the new route for Sheepwash Brook.

In response to Mrs J. Love the Operations Director agreed to contact her in respect of work to be carried out in the area by the Board later this year.

A discussion took place in respect of Meadow Park and Mrs J. Love agreed to accompany the Board's Environmental Officer to meet with the land owners.

Cllr R. Hetherington raised an issue in respect of run off from a new development and an existing arrangement with British Gypsum in respect of maintenance. The Chairman asked anybody with local knowledge of the area to speak to the Board's Environmental Officer.

RESOLVED

That the attached report be noted and the minutes of the meeting of the Conservation Advisory Group held on 25th April 2018 be confirmed as a correct record.

15. DELEGATED MATTERS – PLANNING, BYELAWS AND SUPERVISORY ROLE

15:1 Byelaw Applications

The following consents had been granted under delegated authority since the last Board meeting:

TVIDB/LDC/2017/024 Temporary discharge of water in the Board maintained South Collingham Drain in the parish of Collingham at national grid reference SK 83578 61611.

TVIDB/LDC/2018/001 The installation of access steps at national grid reference SK 69432 40222.

TVIDB/LDC/2018/005 Replace damaged electrical cable under the Board maintained Brammersack Drain in the parish of South Muskham at national grid reference SK 77770 57194.

TVIDB/LDC/2018/103 Erection of a storage unit within 8 metres of the Board maintained Winthorpe Airfield Drain in the parish of Winthorpe at national grid reference SK 81411 57000.

TVIDB/LDC/2018/004 Construction of a new wall, a gravel driveway which will cross a newly installed culvert and erection of a fence within 9 metres of the Board maintained Holme Dyke in the parish of Bleasby at national grid reference SK 71238 49623.

TVIDB/LDC/2018/105 Installation of a new culvert to extend the existing culvert and also the erection of a dwelling within 9 metres of the Board maintained Norwell Lane Drain in the parish of Cromwell at national grid reference SK 79873 61920.

TVIDB/LDC/2018/006 Installation of a six metre access culvert into the board maintained Grassthorpe Beck Overflow drain in the parish of Grassthorpe at national grid reference SK 79306 67532.

TVIDB/LDC/2018/007 Installation of a 225mm outfall at national grid reference SK 69794 40389.

TVIDB/LDC/2018/008 Installation of a 1.0 x 1.5 metre box culvert at national grid reference SK 69802 40387.

TVIDB/LDC/2018/009 Installation of a timber footbridge at national grid reference SK 69806 40394.

TVIDB/LDC/2018/010 Installation of a 225mm outfall at national grid reference SK 69919 40421.

TVIDB/LDC/2018/011 Installation of a 225mm outfall at national grid reference SK 69979 40439.

TVIDB/LDC/2018/012 Installation of a 225mm outfall at national grid reference SK 70141 40513.

TVIDB/LDC/2018/013 Installation of a 1.0 x 1.5 box culvert, adjacent to an existing culvert (Chapel Lane) at national grid reference SK 70152 40513.

TVIDB/LDC/2018/014 Installation of a timber footbridge at national grid reference SK 70454 40454.

TVIDB/LDC/2018/015 Installation of a 1.0 x 1.5 box culvert at national grid reference SK 70475 40460.

TVIDB/LDC/2018/016 Installation of a small reservoir inlet pipe at national grid reference SK 70585 40921.

TVIDB/LDC/2018/017 Installation of a 600mm reservoir outfall at national grid reference SK 70746 40675.

TVIDB/LDC/2018/018 Installation of a 1.0 x 1.5 box culvert at national grid reference SK 69677 40349.

TVIDB/LDC/2018/019 Installation of a 225mm outfall at national grid reference SK 70446 40457.

TVIDB/LDC/2018/020 Installation of a 4.25 metre steel single field gate at national grid reference SK 70151 40512.

TVIDB/LDC/2018/021 Installation of a 4.25 metre steel single field gate at national grid reference SK 70172 40509.

TVIDB/LDC/2018/035 Installation of a new underground power cable at the Board's Drinsey Nook Pumping Station in the parish of Thorney at national grid reference SK 87145 74257.

TVIDB/LDC/2018/033 Erection of a fence within 9 metres of the Board maintained Rundell Dyke in the parish of Rolleston at national grid reference SK 74692 52052.

TVIDB/LDC/2018/038 Erection of a fence within 9 metres of the Board maintained Spring Dyke in the parish of Hoveringham at national grid reference SK 69859 47265.

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15:2 Section 23 Applications

The following consents had been granted under delegated authority since the last Board meeting:

TVIDB/LDC/2018/003 Installation of an 11 metre access culvert in the parish of Kettlethorpe at national grid reference SK 86161 75274.

TVIDB/LDC/2018/027 Culvert 40 metres of riparian watercourse running through Norwell Parish Gardens in the parish of Norwell at national grid reference SK 76908 61554.

TVIDB/LDC/2018/036 Installation of a new lining within an existing culvert in the parish of Newark at national grid reference SK 80818 53724.

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15:3 Planning Applications

The Engineer reported that 194 planning applications had been reviewed by Officers since the last Board meeting and appropriate comments made.

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15:4 Updates

Members were provided with an update on a Byelaw contravention along the Kingston Brook where a fence had been erected without consent. This was due to be moved in September.

An update on the Byelaw application to divert the Board maintained Ferry Drain would be presented once negotiations with the applicant were concluded.

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16. HEALTH AND SAFETY

The Operations Director reported on two incidents that had been recorded since the last Board Meeting. She confirmed that employees were being encouraged to report all near misses as well as accidents so that potential problem areas could be identified and hazards dealt with before someone was injured. Encouragingly the number of near misses reported was increasing.

An annual summary was presented of the incidents occurring across the Consortium for the period 1st April 2017 to 31st March 2018. The number of incidents was lower than the previous year, the most significant reduction being road traffic accidents which had dropped from ten last year to two.

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17. ANY OTHER BUSINESS

The Chairman announced that Mr R.N.J.S Price was retiring from the Board following two decades of service. He thanked Mr Price, who had been a previous chairman, for his hard work. Commenting that he had done an excellent job and that his leadership and vision had been important in securing the future of the Board.

CHAIRMAN