

TRENT VALLEY INTERNAL DRAINAGE BOARD

Minutes of the Annual General Meeting of the Board held at 10.00 a.m. on Thursday, 29th November 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
* T. Hawthorne
* R.J. Jackson
* D. Loates
* J. Pask
* S.E. Richardson
* Mrs J. Love

* Present

Staff

* Messrs A. McGill (Chief Executive)
* D.J. Sisson (Engineer)
* M.S. Everett (Operations Manager)
* N. Kemble
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)

The Chairman welcomed Mr T. Hawthorne to his first meeting of the Board.

1. APPOINTMENT OF CHAIRMAN PRO TEM

The Chief Executive was appointed Chairman pro tem to conduct the election of Chairman of the Board for the ensuing year.

2. ELECTION OF CHAIRMAN

It was proposed Cllr I. Walker and seconded by Mr S.E. Richardson that Mr W.J. Staunton be elected Chairman of the Board for the ensuing year.

RESOLVED unanimously

That Mr W.J. Staunton be elected Chairman of the Board for the ensuing year.

The Chairman advised the Board of his intention to step down next year.

3. ELECTION OF VICE-CHAIRMEN

The following nominations were made for Vice-Chairmen:

Mr J. Miller - proposed by Cllr I. Walker and seconded by Mr W.J. Staunton.

Mr R. Warburton - proposed by Cllr Mrs S. Michael and seconded by Mr J. Miller.

RESOLVED unanimously

That Messrs J. Miller and R. Warburton be elected as Vice-Chairmen of the Board for the ensuing year.

4. APOLOGIES

Apologies for absence were received from Messrs D. Loates, J. Bowler, I Davies, Mesdames N. Hind, J. Watson, Cllrs Mrs S. Fielding

5. DECLARATION OF INTEREST

Mr A. Arden - agenda item 17 (planning application number 18/01671/FUL).

6. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

7. BOARD MINUTES (Pages 327 to 337)

RESOLVED

That the minutes of the meeting of the Board held on 27th September 2018 be confirmed as a correct record.

8. MATTERS ARISING

Minute 14:4 – Page 328 - Planning, Byelaws and Supervisory Role Updates

In response to Mr J. Miller, the Operations Manager confirmed that the fence on the Sutton Bonnington site had not been moved to date. Discussions had taken place with the land owner and confirmation had been received that it was scheduled into their next year's budget.

RECEIVED

9. CONSORTIUM COMMITTEE MINUTES

The Chief Executive presented the minutes and explained that details of the Consortium recharges were included. He appreciated that Board members may have further questions and encouraged them to contact him directly. Members were happy to support the change in the method of calculation.

A staffing update was presented, and the Chief Executive confirmed that the Consortium currently had three vacancies in the Engineering Department. The new position of Modeller would enable the department to carry out modelling work in-house and save on external consultancy fees. It was confirmed that the position would be cost neutral.

In response to Mr S.E. Richardson, it was agreed that a new organisation structure would be circulated to members once the posts had been filled. The Chief Executive reported that members were welcome to attend the monthly briefings at Wellington House. He explained that the Chairman and Vice Chairmen had attended the last briefing which provided the opportunity to meet all staff members and gain an overview of the work being carried out.

The Chief Executive presented the Data Sharing Policy for information between the three Consortium Board's. He confirmed that the Consortium had recently trained a Data Protection Officer to manage GDPR and Freedom of Information Requests.

Following recent pay discussions, the Association of Drainage Authorities Lincolnshire Branch Pay and Conditions Committee had recommended an annual pay increase of 2.7% and the Chairman and Vice Chairmen were happy to support this.

Mr T.H. Farr arrived.

RESOLVED

That the minutes of the Consortium Committee held on the 6th November 2018 be confirmed as a correct record and noted, and the recommendations made be approved and adopted by the Board.

10. HEALTH AND SAFETY

The Chief Executive presented a report on four incidents which had occurred across the Consortium since the last meeting, fortunately no injuries had been sustained. He reported that appropriate measures had been put in place to reduce occurrences in the future.

Mr T.H. Farr commented that he was pleased Health and Safety had been moved up the agenda; it was a very important issue which the Board took very seriously.

RECEIVED

11. MEETING DATES 2019

Proposed meeting dates were reported as follows:

<i>Date</i>	<i>Time</i>	<i>Meeting</i>
10th January 2019	10.00 a.m.	Finance and Plant Committee
31st January 2019	10.00 a.m.	Board (approval of estimates and rate setting)
28th March 2019	10.00 a.m.	Board
30th May 2019	10.00 a.m.	Board (approval of final accounts)
25th July 2019	10.00 a.m.	Board
26th September 2019	10.00 a.m.	Board
28th November 2019	10.00 a.m.	Board (Annual General Meeting)

ADA Trent Branch - 14th February 2019
EA Flood and Coast Conference - 18th - 20th June 2019
ADA Trent Branch AGM - 6th June 2019
Lincolnshire Show - 19th and 20th June 2019
ADA Annual Conference - 13th November 2019

RESOLVED

That the above meeting dates be noted.

12. APPOINTMENTS TO COMMITTEES

Members were reminded that the Terms of Reference recommended that the proportion of representation should be split equally between nominated and elected members wherever possible.

RESOLVED

- (a) That the Chairman, Messrs T.H. Farr, R.J. Jackson, Cllrs R. Hetherington and I. Walker be appointed to the Standards Committee.

- (b) That the Chairman and Vice-chairmen of the Board, Messrs N. J. Greenhalgh, S.E. Richardson, Cllrs K.H. Isard, D.R. Payne and Mrs S. Michael be appointed to the Finance Committee.
- (c) That the Chairman and Mr J. Miller be appointed to the Consortium Committee with Mr R. Warburton as alternate.
- (d) That Messrs. T.H. Farr, J. Miller, N.J. Greenhalgh and Cllr Mrs C. Jeffreys be appointed to the Conservation Advisory Group.

13. DRAINAGE RATES AND SPECIAL LEVIES

The Chief Executive reported that Drainage rates and special levies collected to date totalled 73.97%. Thirty-two Liability Orders had been sent to the courts for signing and the hearing date had been set for 7th December 2018. Of the previous year's outstanding balance, £879.05 had been collected.

RECEIVED

14. FINANCE

The Chief Executive presented the attached report for the period ended 31st October 2018 and explained that the Finance Manager was busy working on the estimates and the introduction of the new Sage program. He confirmed that she would brief the Board at the January meeting.

The Chairman explained that the balances looked higher than they should be because of the delay with capital works and that a good proportion of this had already been allocated. He would be pleased to see the vacant posts filled so that work could progress out on the ground.

Mr T.H. Farr asked for further clarity on the Environment Agency Precept and stressed that it was important to ensure that this was spent back in the Board's district.

RESOLVED

That the attached report be noted and the payment schedule approved.

15. OPERATIONS REPORT

The Operations Manager presented the attached update on the work undertaken by the Direct Labour Organisation.

Officers gave a status report on pumping stations, plant and equipment and an update on staffing.

There had been a bank slip at Cottam and Officers were contacting British Waterways for some assistance with the costs. Also, there had been a temporary repair to a bank slip at Egmonton. Both the Chairman and Cllr Mrs S. Michael asked for confirmation of the date for the permanent repair and expressed the importance of being kept informed.

In response to a comment by Mr S. E. Richardson, the Chief Executive confirmed that the new employees joining the DLO were to be employed on the existing terms and conditions including the current pension scheme. He commented that the review of the pension scheme was scheduled for 2019.

The Operations Manager confirmed that work in the Kingston Brook area would start in December and that all parties would be kept informed.

The Operations Director reported on nine tenders that had been received for a new tractor less trade-in of the John Deere, these varied in price from £24,500 to £39,500. Officers confirmed that the purchase could be made within the existing plant budget.

RESOLVED

- (a) That the attached report be noted.
- (b) That the Board accept the tender from Farmstar to replace the John Deere tractor with a Case IH Puma CVX at a net cost to the Board of £24,500.

16. ASSET RENEWAL AND REFURBISHMENT PROJECTS

The attached report was presented for information. The Engineer gave an overview of all projects outstanding and planned, and reported that this would be updated and circulated once the vacant posts had been filled.

16:1 Flood Recovery Works at Sutton on Trent (TVIDB18042)

The Engineer presented an update on the progress of the works undertaken on the Bulham Lane Drain and confirmed that completion of the works was now possible following repairs carried out to the wall adjacent to the watercourse. He also confirmed that agreement had been reached with Network Rail to carry out work on their culvert.

Cllr Mrs S. Michael requested monthly updates on the progress being made with the Flood Recovery Works at Sutton-on-Trent and also on the results of the modelling when available. The Engineer agreed to contact Cllr. Michael and also attend the Parish Council Meeting in December.

RECEIVED

16:2 Kingston Brook, Environmental Enhancements/Flood Risk Management Additional Modelling.

The Engineer reported that the results from the recent modelling carried out on the Kingston Brook and in particular the proposal to divert the Sheepwash Brook through Meadow Park had confirmed that this would make a slight benefit to future flooding. However, a larger environmental benefit to the park would be gained. The report also recommended that a bund was built around the Co-op store.

The estimated cost of this project was approximately £30,000 and contributions could be sought from sources, with the Board looking to contribute between £5,000 and £10,000.

RECEIVED

16:3 Beckingham Pumping Station – Power supply upgrade

It was reported that the new transformer had been installed at Beckingham and a trench now needed to be dug for the new cable duct. This was due to be carried out in the next couple of weeks.

RECEIVED

16:4 Torksey Pumping Station Refurbishment (TVIDB16002)

The Engineer confirmed delays to the refurbishment had occurred due to an increase in construction costs. Part of the quotation included work by a sub-contractor who was not able to complete the works for the original quoted sum. Amendments had been made to the project to enable commencement in January.

The Engineer confirmed that after receiving quotations for the proposed work he was looking at using the Board's Direct Labour Organisation to undertake the work.

RECEIVED

17. ENVIRONMENT AGENCY PARTNERSHIP MATTERS

The Chief Executive updated the Board and confirmed that he had recently briefed the Regional Flood Defence Committee together with Ms K. Goulds from the Environment Agency on the success of the Public Sector Cooperation Agreement. A visit had also been arranged for the Director of the Environment Agency to visit the Isle of Axholme area.

RECEIVED

18. ENVIRONMENTAL REPORT

The attached report was presented for information.

RESOLVED

That the attached report be noted and the minutes of the Conservation Advisory Group held on the 25th October 2018 be adopted.

19. DELEGATED MATTERS – PLANNING, BYELAWS AND SUPERVISORY ROLE

19:1 Byelaw Applications

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

TVIDB/LDC/2018/052 Installation of one 380mm outfall into the right bank of the Board maintained Holme Dyke at national grid reference SK 72490 49442 in the parish of Bleasby.

RECEIVED

19:2 Section 23 Applications

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

TVIDB/LDC/2018/053 Installation of 130 linear metre of culvert within the riparian watercourse at O.S. field number 5138 at national grid reference SK 72470 93662 at Hazelford Ferry in the parish of Bleasby.

No applications had been dealt with on behalf of the Lead Local Flood Authority.

RECEIVED

19:3 Planning Applications

The Engineer reported that 110 planning applications had been reviewed by Officers since the last Board meeting and appropriate comments made.

RECEIVED

19.4 Sheepwash Brook

The Operations Manager reported that in response to a question raised by Cllr R. Hetherington at a previous meeting, the Board had written to Cemex and asked for confirmation of the rate of discharge from their quarry into the Sheepwash Brook.

RECEIVED

20. ENVIRONMENT AGENCY/INTERNAL DRAINAGE BOARD LIASION MEETING

The Chairman confirmed that the annual EA/IDB liaison meeting will be held on Tuesday 6th December 2018 at Cockcliffe Country House Hotel, Arnold and he confirmed he would be attending. Apologies were accepted from Mr J. Miller.

RECEIVED

21. STAFFING

Due to the confidential nature of the discussion the contents have been recorded on pink paper.

22. ANY OTHER BUSINESS

None.

CHAIRMAN