

**Minutes of the meeting of the Lower Severn (2005) Internal Drainage Board
Held on Wednesday 7th February 2018 at 2.00 pm
At Gables Hotel, Falfield**

Present:

Mr G R Littleton	Chairman
Cllr M Riddle	Vice-Chairman
Cllr Abraham	
Cllr P Awford	
Cllr B Behan	
Mrs F Collins	
Mr J Cornock	
Mr R Godwin	
Miss R Hewlett	
Mr R Hyslop	
Mr J Hore	

Ald S Milestone
Cllr S Morgan
Mr J Nichols
Cllr E Orpen
Ald B Richards
Mr G Simms
Mr R Thatcher
Ald C Williams
Mr K Withers

Staff:

James Druett	Land Drainage Engineer	LDE
James Thomas	Civil Engineer	CE
Kieran Warren	Principal Officer	PO
Sue Williams	Minutes	

2620.	<p>Apologies for Absence Apologies were received from: Mr M Barnes, Cllr P Burford, Mr T Cullimore, Mr M Dear - Accounts Officer, Cllr J Jones, Cllr A Johnson, Mr I Ractliffe and Cllr S Walker.</p>	
2621.	<p>Declaration of Members Interest There were no declarations of interest.</p>	
2622.	<p>Chairman's Announcements <u>Mr R J G Berkeley</u> Mr Berkeley's death had been announced in November 2017 and a memorial service in his honour was held on 2 February 2018. He had been a member of the Board between 1956 and 2005. The Chairman informed the members that he had been very supportive of the Board's work particularly in the Berkeley area. Member stood in silence as a mark of respect.</p> <p><u>ADA Conference 2017</u> The Chairman, Mr Barnes and the PO had attended the ADA Conference held on 16th November 2017. This was the Association's 80th conference and was Henry Cator's last conference as Chairman. Representatives from Defra and the EA addressed the attendees; the main theme had been de-regulation of watercourses.</p>	
2623.	<p>Minutes of the Previous Meeting Resolved that:</p> <ul style="list-style-type: none"> • Minutes of the meeting held 8th November 2017 be approved. 	
2624.	<p>Draft Minutes of the Engineering Committee Meeting <u>Demaintenance of LSIDB Main Rivers – Minute 2595</u> Mr Hyslop asked that before considering the demaintenance of main rivers, members should have the benefit of a visit. Members had previously been to see the River Leadon but not the other potential candidates for demaintenance.</p> <p>The CE replied that only main rivers that ran into another main river could be statutorily demaintained. This criterion applied to the River Leadon, Longdon Brook, Tirley Main Drain, Wicksters Brook and Capehall Brook and excluded the Little Avon and River Frome.</p> <p>The CE reported that in respect of the funding of demaintenance, the EA had been asked to consider a reduction in the precept; early indications were positive. On the question</p>	<p><u>Action 1</u> LDE/CE - Visit rivers considered for demaintenance</p>

	of EA budget transfers; owing to the lack of expenditure by the EA on these stretches of river, demainment would not result in additional funds.	
2625.	<p>Committee Recommendations</p> <p>Members had the benefit of the following draft minutes:</p> <ul style="list-style-type: none"> • Engineering Committee Meeting held 22 November 2017 • F&GP Committee Meeting held 13th December 2017 • F&GP meeting held 31st January 2018 <p>Budget implications of resolutions and recommendations from the Committees had been built into the accounts and budgets prepared by the AO.</p> <p>The Chairman of the F&GP Committee reported on the other following items:</p> <p><u>Risk Register</u> The Risk Register had been reviewed and approved.</p> <p><u>Office IT System Review</u> The PO, AO and CE had been asked to review the Board's IT support and to report back to the Committee.</p> <p><u>Rescheduling of Oldbury Pump Replacement</u> The Committee had asked the AO to reschedule the pump replacement programme so that the Oldbury Pumping Station would be the last to be replaced. In the event that a new power station was constructed at Oldbury, the redirecting of some watercourses could be incorporated with those major works.</p> <p><u>Network Server</u> The Committee had resolved to purchase a new server at a cost of £10,400 plus £1,440 pa for support. The decision had taken account of three options provided by the Board's IT advisor.</p> <p><u>Default Works – Costs Recovery</u> A claim had been submitted to the Small Claims Court to recover costs of works carried out by the Board under a Section 25 of the Land Drainage Act. The landowner concerned had indicated to the Court that he would be filing a defence.</p> <p><u>Rate Recommendation for 2018/19</u> The F&GP Committee having considered the accounts and budgets made a unanimous recommendation to set a drainage rate of 8.5p for the coming year.</p> <p><u>Newsletter</u> The Committee considered that a newsletter should be sent with rate demands and favoured a pie chart as a means to clarify to ratepayers the Board's expenditure and statutory commitments.</p> <p><u>Internal Audit Report 2017/18</u> The internal audit report would be considered by the Committee in full on 6th June 2018. The PO had reported that overall the Board had been given a clean bill of health; the auditors had made 4 recommendations where small improvements could be made.</p>	Action 2 PO - Newsletter
2626.	<p>Outturn for 2017/18 and Budget for 2018/19</p> <p>The PO presented the accounts in the absence of the AO.</p> <p>The outturn forecast for 2017/18 showed a predicted deficit of £2,780.</p> <p>A budget had been prepared with an 8.5p rate, as recommended by the F&GP Committee; included was the Engineering Committee's approved expenditure for plant replacement and increased overtime and the recommendation of the F&GP Committee to increase the transfer to pumping station reserve by £25,000 per annum.</p>	
2627.	Medium Term Financial Plan	

	The MTFP gave an indication of the Board's balances with a gradual increase in drainage rate every year to 2022/23.	
2628.	<p>Declaration of Rate for 2018/19 It was resolved that</p> <ul style="list-style-type: none"> A drainage rate of 8.5p in the £ be set for the year 2018/19. The majority were in favour with 1 abstention. 	
2629.	<p>Maintenance Works 2017 Members noted that 490 km of watercourse had been mown and ridded between June and December 2017. This was the longest length of watercourse that had been achieved by the Board's operatives.</p>	
2630.	<p>Culvert Replacement – Marsh Brook The LDE reported that a culvert on the Marsh Brook was to be replaced owing to insufficient capacity that had resulted in flooding of properties upstream.</p> <p>Mr Hyslop asked why the Board was funding this work when in the past the Board had not paid for a replacement culvert.</p> <p>The LDE explained that in the instance that Mr Hyslop referred to the culvert had completely collapsed, whereas the Marsh Brook culvert was in sound condition but was too small for the volume of water and easily became blocked resulting in residential properties being flooded. This was confirmed by the local member.</p> <p>The CE clarified the Board's policy regarding culverts and structures. He explained that the Board would not accept liability for culverts and structures within the Board's area, regardless of whether they were installed by the Board as part of a drainage scheme. The Board however, had permissive powers to carry out work where it saw fit. There was no obligation for a landowner to upsize a culvert, which had been adequate for the water flow when it was installed.</p> <p>The cost of the Marsh Brook culvert work would be in the region of £3-4k. Mr Hyslop asked if the landowner could contribute to the outlay.</p> <p>The Engineers explained that it was not the landowner that benefitted but four households upstream.</p> <p>The LDE informed members that in the last 12 years there had only been 4 or 5 similar situations. In all cases the work had prevented properties from flooding and had been worthwhile. Future proposals for such works would be brought to the Board.</p>	
2631.	<p>Longaston Brook The LDE reported that a contribution had been received from Gloucestershire County Council for the tree clearance work which was due to start prior to formal adoption of the 500 metres of watercourse approved (Minute 2429). This work would improve highway drainage.</p>	
2632.	<p>Insurance Claims – Machinery Breakdown The LDE reported that £7,858 had been received from the Board's insurers against the £10,320 invoice for the Energreen hydraulic pump repair. The insurers had confirmed that they would not pay out for the Claas tractor repair.</p>	
2633.	<p>Health & Safety – Labour Force It was reported that the Board's direct labour operative had been given a presentation covering 30 health and safety issues.</p>	
2634.	<p>Hills Pill The LDE reported that the EA had carried out some maintenance to remove silt away from the outfall flap to make it operational again.</p>	

	<p>The CE reported that there was a concern that the EA considered, that because the outfall only protected a low number of properties, it was uneconomic to maintain in the future.</p> <p>A recent South Gloucestershire Council assessment had demonstrated that pushing water from the Oldbury catchment to the Hill catchment had no significant benefit to the Oldbury area. This had been an option the Engineers had considered to flush the silt through the outfall with the increased flow of water.</p> <p>The Engineers had commissioned a consultant to model different options to improve this outfall. A costed proposal would be put before the Board later in the year.</p>	<p><u>Action 3</u> LDE/CE - costed proposal for Hills Pill</p>
2635.	<p>Saul Pumping Station Update</p> <p>The LDE reported that the Saul Pump had not progressed as he had anticipated. He said that it was vital to ensure that this, being the first pumping station to be replaced, set a template for the other stations that followed.</p> <p>The LDE had recently met with the Board's consultant, Motion Co, and it was decided that more technical telemetry detail was required in the tender documents so that contractors could quote accurately. This, in addition to staffing problems with the company that provided the detailed specifications, had caused a delay. It was hoped the tender documents would go out to the list of approved contractors in the next 3 or 4 weeks.</p> <p>The successful contractor would design and build the new pump station, install the pumps and provide a web-based platform to be able monitor the pumps from the Board's offices. The contractor would also be responsible for obtaining the necessary consents from the EA and Defra to comply with Eels Regulations.</p>	
2636.	<p>Oldbury Parish Council – Asset Liability</p> <p>The CE reported that the Board's Officers had attended a meeting with Oldbury Parish Council and South Gloucestershire Council to discuss issues in the Oldbury area.</p> <p>The Parish Council continued to assert that the IDB were responsible for the maintenance of flap valves and would be taking independent legal advice.</p>	
2637.	<p>EA/IDB Liaison Meeting</p> <p>The Meeting was attended by the Board's Engineers and Chairman. The CE reported that ADA's focus was on the use of Public Sector Co-operation Agreements and the de-maining of rivers to provide ratepayers with more benefits. There was also a push from Defra for IDBs to enhance their environmental performance.</p>	
2638.	<p>M49 New Junction</p> <p>The CE would make arrangements for members to see the construction of the new motorway culvert. Members also noted the contents of a letter dated 18th December 2017 from Highways England which provided an update on the progress of the above scheme.</p>	<p><u>Action 4</u> CE - Visit M49 culvert</p>
2639.	<p>ADA Guidance Note – Liability of Board Members</p> <p>The report was noted.</p>	
2640.	<p>Protocol for Debt Recovery</p> <p>The PO reported that a new procedure was in place for the recovery of debts. This applied to drainage rates. The main aim of the new procedure was to encourage early engagement with debtors to avoid court proceedings.</p> <p>The report was noted.</p>	
	Meeting closed 3.20 pm	