

**A MEETING OF THE SOUTH HOLLAND INTERNAL DRAINAGE BOARD WAS HELD IN THE BOARD ROOM, MARSH REEVES, FOXES LOWE ROAD, HOLBEACH, LINCOLNSHIRE ON TUESDAY 26 MAY 2009 AT 10.30 AM.**

<b>Elected Members</b>	<b>Appointed Members</b>
* J L van Geest	<b>South Holland D C</b>
* N J Grundy	* F Biggadike
* A G Hay	* S M Booth
G A Hay	* A Casson
* S A R Markillie	* P A Espin
* D Sly	* S Keeble
* S Taylor	* P S Przyszlak
* R C Thompson	* M R Taylor
* J W Ward	P M Walls
* D R Worth	* D J Wilkinson
	<b>Vacancy</b>
	<b>South Holland D C/ Boston B C</b>
	* Mrs R M Rudkin
	* Present (86%)

Mr S A R Markillie in the Chair

In attendance:

Mr P J Camamile (Chief Executive),  
Mr K L J Vines (District Engineer/Health and Safety Officer),  
Mr A D Price (Operations Manager/Health and Safety Supervisor),  
Mr G R Dann (Planning/Enforcement Officer), Mrs K M Daft (Finance Officer),  
Mrs L Mayer (Environmental Officer) and Mrs M E Creasy (minutes)

<b>ID</b>	<b>South Holland IDB, Minute</b>	<b>Action</b>
<b>17/09</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>17/09/01</b>	Apologies for absence were received on behalf of Messrs G A Hay and P M Walls.	
<b>18/09</b>	<b>RESIGNATIONS</b>	
<b>18/09/01</b>	Mr J M Atkin had resigned as a South Holland District Councillor and as an Appointed Board Member with immediate effect, due to ill health. RESOLVED that this be noted.	

ID South Holland IDB, Minute	Action
<p><b>19/09 REMEMBRANCE</b></p> <p><b>19/09/01</b> Members observed a minute's silence in remembrance of Mr Mark Pitts, South Holland IDB operative who had passed away on 23 May 2009 after a recent heart operation. Mark Pitts had worked for the Board for 19 years and was remembered as a talented individual who was well respected by his colleagues.</p> <p><b>19/09/02</b> The Chairman reported that Mr Alan Biggadike had recently passed away and that his funeral would take place on 1 June 2009 at Whaplode village church.</p>	
<p><b>20/09 MINUTES OF THE LAST BOARD MEETING</b></p> <p><b>20/09/01</b> The minutes of the last meeting of the Board held on 3 February 2009 were approved and signed as a true record. Arising therefrom:</p> <p><b>20/09/02 Audit Plan 2007/08 and 2008/09 (02/09/02)</b></p> <p>(a) Grant Thornton LLP had not yet issued an opinion on the Board's Financial Statements, year ending 31 March 2008. However it was likely that they would eventually issue a qualified opinion because the Board had not shown its pumping stations as fixed assets on the balance sheet, contrary to their interpretation of the Financial Reporting Standard for Smaller Entities (FRSSE) 2007. Since this had not been done for 2007/08 and 2008/09 Accounts, it was probable that a qualified opinion would be issued for both years. RESOLVED that this be noted.</p> <p>(b) It was agreed that the Board's Engineer should attempt to value the pumping stations as part of the annual inspection of infrastructure assets; being the lower of reinstatement cost or net realisable value.</p> <p>(c) It was agreed that the Chief Executive should brief the next Chairman's Committee as to the implications of receiving a qualified opinion from the Audit Commission's appointed auditor.</p>	<p><b>KLJV/KMD</b></p> <p><b>PJC</b></p>
<p><b>20/09/03 Angling Committee and Holbeach Angling Club (02/09/03)</b></p> <p>It was agreed and thereby RESOLVED to arrange a joint meeting of the Angling Committee and representatives from the Holbeach Angling Club on 9 June 2009 at 6.00pm, to be held here in the Board Room, Marsh Reeves, Foxes Lowe Road, Holbeach.</p>	
<p><b>20/09/04 Investment Strategy/Policy (03/09/03 (viii) )</b></p> <p>The Finance Officer had consulted with the Board's Investment Broker and had concluded that the Board's investments were satisfactorily spread over a number of smaller building societies. Mr D R Worth reminded the Finance Officer that a written investment strategy was required for the Board to review and approve. RESOLVED that this be</p>	<p><b>KMD</b></p>

noted.

**20/09/05 Performance Sub Committee Meeting (03/09/04)**

It was agreed and thereby RESOLVED to arrange a meeting of the Performance Sub Committee on 4 August 2009 at 9.00am, to be held here in the Board Room, Foxes Lowe Road, Holbeach.

**20/09/06 Catchment Modelling (07/09/03)**

The Environment Agency had reinserted the Board's catchment modelling programme into the rolling Mid-Term Capital Programme, but it was not yet certain whether or not grant in aid would be approved. RESOLVED that this be noted.

**20/09/07 Lawyers Sluice – Bat Hibernacula (08/09/03)**

Due to vandalism and health and safety issues it had proved unfeasible to construct a bat hibernacula at the Lawyers Sluice site. RESOLVED that this be noted.

**20/09/08 Sub-Catchment Proposals – Independent Review (11/09)**

The Chairman reported that discussions between North Level District IDB, Welland and Deepings IDB and South Holland IDB had been placed on hold, following publication of the Draft Flood and Water Management Bill. Therefore the Independent Review that was discussed at the last meeting had not been undertaken. RESOLVED that this be noted.

**21/09 MINUTES OF THE PLANT AND DEVELOPMENT COMMITTEE**

**21/09/01** The unconfirmed minutes of the last meeting of the Plant and Development Committee held on 10 March 2009 were considered in detail and approved. Arising therefrom:

**21/09/02 Portable Generator (03/09/03)**

The 400kva portable generator from Welland Engineering had been trialled at Lawyers Sluice, Little Holland and Sutton St James, and, had performed satisfactorily. It was agreed and thereby RESOLVED to approve the recommendation to purchase the portable generator at a cost of £30,000.

**KLJV****22/09 MINUTES OF THE CONSERVATION COMMITTEE**

**22/09/01** The unconfirmed minutes of the last Conservation Committee held on 11 March 2009 were considered in detail and approved. Arising therefrom:

ID South Holland IDB, Minute	Action								
<p><b>22/09/02 Biodiversity Action Plan (03/09)</b></p> <p>It was agreed that the Environmental Officer and District Engineer devise a scheme for otter spotting and mink control to satisfy one of the targets identified in the Board's Biodiversity Action Plan. A proposed programme would be submitted to the Board for approval in due course. RESOLVED that this be noted.</p>	<p><b>LM/KLJV</b></p>								
<p><b>23/09 OPERATIONS REPORT</b></p>									
<p><b>23/09/01</b> The Operations Report was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.</p>									
<p><b>24/09 ENGINEERING REPORT</b></p>									
<p><b>24/09/01</b> The Engineering Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p>									
<p><b>24/09/02 Catchment Modelling (1.6)</b></p> <p>The Engineer had tendered the catchment modelling scheme to three contractors: J A Services, Hannah Reed and AECOM (formerly Faber Maunsell). The closing date for submissions was 22 May 2009 and it was agreed to delegate authority to the Chairman of the Plant and Development Committee to consider and approve the successful contractor. RESOLVED that this be noted.</p>	<p><b>KLJV</b></p>								
<p><b>24/09/03 Sutton Bridge Sluice Door Refurbishment (1.7)</b></p> <p>The Engineer had received a quotation from Hannah Reed in respect of:</p> <table data-bbox="354 1435 1235 1765"> <tbody> <tr> <td data-bbox="354 1435 1114 1509">Preparation of project appraisal report and submission to EA Project Appraisal Board</td> <td data-bbox="1114 1435 1235 1509">£6,000</td> </tr> <tr> <td data-bbox="354 1559 1114 1597">Structural Design</td> <td data-bbox="1114 1559 1235 1597">£20,000</td> </tr> <tr> <td data-bbox="354 1646 1114 1684">Contract documentation and tender</td> <td data-bbox="1114 1646 1235 1684">£14,000</td> </tr> <tr> <td data-bbox="354 1733 1114 1771">CDM co-ordinator/ site waste management plan</td> <td data-bbox="1114 1733 1235 1771">£2,500</td> </tr> </tbody> </table> <p>It was agreed and thereby RESOLVED to award the contract to Hannah Reed, contrary to the requirement for 3 tenders specified in the Board's Financial Regulations.</p>	Preparation of project appraisal report and submission to EA Project Appraisal Board	£6,000	Structural Design	£20,000	Contract documentation and tender	£14,000	CDM co-ordinator/ site waste management plan	£2,500	<p><b>KLJV</b></p>
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Contract documentation and tender	£14,000								
CDM co-ordinator/ site waste management plan	£2,500								
<p><b>24/09/04 Decoy Sluice (3.2)</b></p> <p>It was agreed and thereby RESOLVED to approve the most cost</p>	<p><b>KLJV</b></p>								

ID South Holland IDB, Minute	Action
<p>effective option for the refurbishment, replacement or abandonment of Decoy Sluice, as recommended by the Engineer.</p>	
<p><b>24/09/05 Cleansing Operations – L08 New Sea Bank Soke Dyke (2.1)</b></p> <p>The New Sea Bank Soke Dyke would be included in the Board's channel cleansing programme for 2009/10 and depending on how successful this was the Engineer would consider whether or not to cut the channel in future seasons.</p>	<p><b>KLJV</b></p>
<p><b>24/09/06 Drainage problem – Arable Field off High Road, Moulton (4.1)</b>  <b>Owner: Mr M O Lyon; Occupier: Mr C G Beba</b></p> <p>(a) The Engineer had been contacted by Hix and Son, acting for the owner/occupier of the field off High Road, Moulton, regarding its poor drainage and the resulting lower cropping yields. The field was not situated next to a Board maintained watercourse and was therefore reliant on private infrastructure for drainage. The Engineer had, however, at a cost of £500 charged to the owner/occupier, undertaken a survey and drawn up two options to alleviate the problem, one of which was to undertake an improvement scheme at a cost of £8,000. This scheme would be of benefit not only to the owner/occupier in question but also to other landowners. RESOLVED that this be noted.</p> <p>(b) It was agreed and thereby RESOLVED that the Engineer should meet with all the landowners in the affected locality to discuss how they might benefit from contributing to the improvement scheme. It was further agreed that the cost of any such scheme would be recharged to the landowners/occupiers. The Engineer would also undertake a survey of the Moulton River as part of the scheme. RESOLVED that this be noted.</p>	<p><b>KLJV</b></p>
<p><b>25/09 ENVIRONMENTAL REPORT</b></p>	
<p><b>25/09/01</b> The Environmental Report was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.</p>	
<p><b>26/09 PLANNING REPORT</b></p>	
<p><b>26/09/01</b> The Planning Report was considered in detail and approved (a copy of which is filed in the Report Book). Arising therefrom:</p>	
<p><b>26/09/02 Application for relaxation of Byelaw 10</b>  <b>Full planning application: H07/0692/08</b>  <b>Proposed rear extension: The Mill, Mill Lane, Gedney Hill</b></p>	
<p>(a) This application had first been considered at the Board meeting on 3 November 2008, but due to the fact that the property had some 12 – 14 years previously been the subject of a subsidence claim made</p>	

against the Board, it was resolved to defer determination of the application pending an independent structural survey to show whether or not the proposed extension and its foundations might have an adverse affect on the Board's watercourse, or vice-versa. RESOLVED that this be noted.

- (b) The results of the structural survey had since been submitted to the Board's Officers who had considered the results satisfactory in that the proposed foundation design of the proposed extension would not have any adverse affect. In the light of this information the Planning Officer recommended that since the existing dwelling was closer to the Board's drain than the proposed extension and that the proposed extension would not have any affect on the Board's ability to access its pipeline compared to the existing situation, the Board consented to the relaxation of Byelaw 10, subject to the applicant entering into the Board's standard deed of indemnity. It was agreed and thereby RESOLVED to consent to this application as recommended.

**26/09/03 Application for relaxation of Byelaw 10  
Extension to dwelling at Willow Cottage, Back Bank, Whaplode Drove (2.2)**

- (a) The applicant had previously submitted an application for a number of extensions at the property, which had been considered at the last Board meeting on 3 February 2009. Due to the close proximity of the extensions to the Board's watercourse the application had been refused in its entirety, save for consent being granted for the erection of a new oil tank adjacent to the open watercourse. RESOLVED that this be noted.
- (b) The applicant had subsequently submitted an amended application, proposing to repair the existing sunroom rather than replace it with a larger structure, and to erect a single, rather than two-storey, extension 1.1 metres further from the Board's watercourse than the previous design. The amended application did not contain the original proposals for a balcony adjacent to the Board's culvert, but did retain the proposals for the oil tank and first floor extension above the kitchen.
- (c) The Planning Officer recommended that the Board consent to the relaxation of Byelaw 10 subject to the applicant and the structural engineers already working on the property, confirming that the existing foundations would be suitable, or that changes could be made to ensure the additional loading from the first floor extension would not have an adverse effect on the Board's pipeline. Additionally, appropriate foundations should be designed for the new porch to ensure there would be no adverse effect on the Board's pipeline. It was agreed and thereby RESOLVED to consent to this application, subject to the applicant entering the Board's standard deed of indemnity.

**26/09/04 Application for relaxation of Byelaw 10  
Roads and acoustic fencing in conjunction with new A1073 road  
at land and properties off Moulton Chapel Road, Cowbit (2.3)**

Members considered an application received on behalf of Lincolnshire County Council to build two new private access roads and to erect acoustic fencing, all in connection with the A1073 road scheme. The two access roads would be across culverts constructed in the Board's Wheatmere Drain, on land purchased from the Board by Lincolnshire County Council, and it was proposed that both roads would be surfaced in concrete or tarmac. One road would be closer to the watercourse than the Board would normally allow, given that it would be permanently surfaced, and the other side of the watercourse had a continuous line of approximately 7 metre high conifers growing along the brink, which would prohibit any maintenance works by the Board from that side of the drain unless they were removed first. Some Board Members were concerned that in addition to the above proposals, Lincolnshire County Council may consider putting a footpath alongside the Wheatmere Drain, which would further impede the Board's maintenance work. It was agreed and thereby RESOLVED not to consent to this application as presented until further clarification on the road scheme had been obtained from Lincolnshire County Council.

GRD

**26/09/05 Application for relaxation of Byelaw 10  
Erection of fence and plant landscaping as part of new residential  
development off Millers Rest, Whaplode (2.4)**

Members considered an application for consent to erect a new fence and plant a landscaping belt in connection with a social housing development within 9 metres of the Board's. The Board consented to the relaxation of Byelaw 10 in respect of the erection of a 1.80 metre high chain link fence, providing it was at least 6 metres from the brink of Whaplode River at all points, and that the applicant agreed to repair any damage to the fencing as soon as possible or within one month of notice from the Board to do so. The Board further consented to the relaxation of Byelaw 10 in respect of the landscaping, providing the planting was maintained no higher than the new fencing and that any fly tipping on the easement strip or within the watercourse was dealt with at the cost of the developer or its successors in title. Additionally, both consents were subject to the applicant entering into the Board's standard Deed of Indemnity. RESOLVED that this be noted.

**27/09 FINANCIAL STATEMENTS 2008/09**

**27/09/01** The Financial Statements for the year ending 31 March 2009 were considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.

ID South Holland IDB, Minute	Action
<p><b>28/09 INTERNAL AUDITOR'S REPORT 2008/09</b></p>	
<p><b>28/09/01</b> The Internal Auditor's Report for the year ending 31 March 2009 was considered in detail and approved (a copy of which is filed in the Report Book). There were no matters arising.</p>	
<p><b>29/09 INTERNAL AUDITOR PERFORMANCE AND REAPPOINTMENT</b></p>	
<p><b>29/09/01</b> The performance of the Internal Auditor for 2008/09 was considered in detail and approved by the Board.</p>	
<p><b>29/09/02</b> It was agreed and thereby RESOLVED to reappoint Mr G Parkes as the Board's Internal Auditor for the financial year 2009/10.</p>	
<p><b>30/09 BOARD RESPONSE TO DRAFT FLOOD AND WATER MANAGEMENT BILL</b></p>	
<p><b>30/09/01</b> It was agreed and thereby RESOLVED to convene a special meeting of the Board on Monday, 6 July 2009 to consider and approve a response to the Draft Flood and Water Management Bill consultation document. The Chief Executive would prepare and circulate a draft response in advance of this meeting for Members to consider.</p>	<p><b>PJC</b></p>
<p><b>31/09 REGISTER OF ELECTORS</b></p>	
<p><b>31/09/01</b> The Register of Electors as at 1 April 2009 was considered and approved in accordance with Rule 3 (11) of the Land Drainage (Election of Drainage Boards) Regulations 1938 (as amended). The notice of election, together with information on the election process would be made available on the group's website <a href="http://www.wlma.org.uk">www.wlma.org.uk</a> under the South Holland IDB section. RESOLVED that this be noted.</p>	
<p><b>32/09 CORRESPONDENCE</b></p>	
<p><b>32/09/01</b> The Chief Executive had received a letter from Mr Hoyles, congratulating the Board on the work of its operatives. Mr Dave Sporton and Mr Robbie Thorpe were particularly praised. RESOLVED that this be noted.</p>	
<p><b>33/09 CONSORTIUM MATTERS</b></p>	
<p><b>33/09/01 Unconfirmed Minutes</b></p> <p>The unconfirmed minutes of the last Consortium Management Committee meeting held on 31 March 2009 were considered in detail and approved. Arising therefrom:</p>	

**33/09/02 Pay Increases 2009/10 (07/09/08)**

- (a) It was agreed and thereby RESOLVED to accept the Consortium Management Committee's recommendation to award a 2% pay increase to South Holland IDB staff with effect from 1 April 2009. Members granted delegated authority to the Chief Executive and the Performance Sub Committee to award any increases to South Holland IDB staff above 2%, providing such increases did not exceed 1% of the total salaries budget. RESOLVED that this be noted.
- (b) Members approved the recommendation made by the Lincolnshire Pay and Conditions Advisory Committee to award a wage increase of 2.5% to its operatives. Whilst this was a 0.5% higher increase than had been awarded to operatives employed by the other Boards in the WMA, the gross cost of employing South Holland IDB operatives was less. RESOLVED that this be noted.

**33/09/03 Chief Executive's Report**

The Chief Executive's Report which was approved at the last Consortium Management Committee meeting held on 31 March 2009 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising.

**33/09/04 Financial Report**

The Financial Report for the year to 20 March 2009 which was approved at the last Consortium Management Committee meeting held on 31 March 2009 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising.

**33/09/05 Schedule of Paid Accounts**

The Schedule of Paid Accounts from 16 November 2008 to 20 March 2009, totalling £262,787.99 which was approved at the last Consortium Management Committee meeting held on 31 March 2009 was considered in detail and adopted by the Board (a copy of which is filed in the Report Book). There were no matters arising.