



Ancholme

Internal Drainage Board

Godfrey's Offices
Elsham Top
Brigg
DN20 0NU
Meeting *Papers*
Wednesday 17 May 2017
2:00pm



Shire

Group of IDBs

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Meeting Papers

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Clerk to the Board

Purpose

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Agenda

1. Governance matters
2. Clerk Report
3. Financial Report
4. Engineering Report
5. Health and Safety Report
6. Environmental Report
7. Any Other Business by Leave of the Chairman
8. Date of next meeting



1. Governance

1.1 Declaration of Interest

Board Members are advised to declare a pecuniary or non-pecuniary interest on any item in the Agenda.

1.2 Apologies for Absence

J Summers,

1.3 Minutes of the meeting held on 18 January 2017

Present

Mr S Brown	SB1
Mr S Buckley	SB2
Mr I Dowson	ID
Mrs S Dunn	SD
Mr A Godfrey (Vice Chair)	AG
Mr R Holloway	RH
Mr J Jackson	JJ
Mr P Jones	PJ
Mr J James	JHJ
Mr C Sherwood	CS
Mr M Storey	MS
Mr W Strawson	WS
Mr J Summers	JS
Mr R Waltham	RW
Mr H Williams	HW

In attendance on behalf of JBA Consulting, Clerk, Engineer, Finance Officer and Rating Officer:

Mr I Benn	Clerk
Mr C Benson	FO
Mr P Jones	Eng
Mrs A Briggs	EO

Declaration of interest

2017.1 ID in connection with Low Farm outfall. Chair advised of AOB discussion regarding footpath adjacent to Worlaby PS and requested landowners and councillors declare interest. Declarations made by SB1, JJ, WS, PJ, RW, CS.

Apologies for Absence

2017.2 Apologies for absence were received from H Rowson prior to resignation, Christopher Day, Robert Borrill, Nigel Sherwood, Ivor Anyan (prior to resignation), Roger Herring, Peter Richardson, James Barton, Ivan Glover and Julie Jackson

Chairman's Announcement

2017.3 The Chairman welcomed new nominated member Rob Waltham, noting Cllr Evison had not yet arrived. He gave thanks for the support resigning members Helen Rowson and Ralph Ogg had given to the Board.



Minutes of the Last Meeting

2017.4 Minutes of the meeting held 2 November 2016 were considered and approved for signature by the Chairman. Proposed RH, seconded JS, all in agreement.

Matters Arising not discussed elsewhere on Agenda

2017.5 Eng. advised on items stolen following depot break in. Main items were trailer, temporary pump and associated equipment. 92 items in total were stolen. Landlord has provided new doors, a steel beam in front of vehicle access gates and a telegraph pole to rear of depot. DO advised discussions were ongoing with insurers. Chairman advised remaining contents of the depot were not of everyday use and Board may need to consider disposal. List of items will be brought to a later meeting. Landlord confirmed will install alarm system if required, noting his staff live in close proximity to the depot.

Complaints/FOI requests

2017.6 None.

Clerk Report

The Clerk's Report, previously circulated to members was considered as reported, there were no updates on the information provided

Finance Report

The Finance Report previously circulated to Members was discussed.

2017.7 Rating report – Balance outstanding now £56,000 of which £55,500 represented an instalment from the intensive chicken unit expected 1st March

2017.8 Internal Audit Review Meeting – Minutes noted.

2017.9 Risk Register – Noted inclusion of risks specific to the Board included its major ratepayer and loss of that income would result in a 3-4p rate increase. Capital funding and the Board's reliance on borrowing to fund. Members advised on Defra suggestions to limit borrowing to a % of income. This would increase the rate in order to save funds for capital works. Local Authority awareness of effect of granting planning permission and movement from agricultural land to developed land. Highland water contributions and impact on income should it cease. **SB proposed, JS seconded approval of identified risks. All in agreement**

2017.10 Estimates rates & special levies for y/e 31.3.2018 – Recommendation was to agree budget estimate and rate with 0.21p increase at 12.5p. Members considered planned capital costs noting the FO attempted to create a smooth rate increase to mitigate the proposed works. JJ suggested FO was very cautious in his budgeting. FO advised on work behind creation of the budget and income/expenditure requirements and requirement to adhere to Reserves Policy. He advised members of budget as provided in papers showing effect of no rate increase. Board had also retained same rate for some time however costs to the Board continued to increase. Chair advised Member discussion should be on whether the estimated costs reflected a requirement for rate increase. RW suggested JJ was proposing a freeze on the rate which he supported. JS disagreed. SB1 not in favour of subscription holidays and queried whether the current proposal was indeed a sufficient increase. SB1



proposed 0.21p increase and rate at 12.5p, seconded HW. HW noted ratepayers could better budget for small rate increases. Member suggested this budget required greater increase based on larger % increase in subsequent years. Members voted on JJ proposal to freeze rate, 5 in favour, 10 against, 0 abstentions. **Proposal for 0.21p increase and rate of 12.5p, 10 in favour, 5 against. Carried.**

2017.11 List of payments – Noted cheques signed by clerk of £230 and payments from account totalling £236,942.92 of which £17,579.60 were approved by the Clerk only.

Engineers Report

The Engineer's Report, previously circulated to members was considered as reported with two additional updates.

2017.12 Extension of Maintenance contract – Current contract provided option to extend for 1 or 2 12 month periods. The Contract is compliant with the public contract regulations. There has been no complaint with regard to contractors or performance. **HW proposed the contracts be extended now for 2x12 month periods, ID seconded, all in agreement**

2017.13 Telemetry – Eng reported proposal just received and requested Board agree to delegate power for Chair and Vice Chair to review the proposal on behalf of the Board. The proposal is within budget Board had just set. The baseline service from ControlStar was for 5 years. Looking after existing equipment and transfer of at risk sensors would be with ControlStar, not the board. Eng. advised sensors the most critical part of a pumped system. **JS proposed Board endow Chair and Vice Chair with delegated authority to review the proposal, seconded NS, all in favour**

Winteringham Ings – Chair advised decision required would involve difficult discussion. He wished the discussion to be split into facts of issue followed by a decision. He advised ID would leave the room for the decision discussion. Eng. outlined issues surrounding Humber estuary and siltation of outfalls. There was a potential to divert Cement Works outfall, west of Cemex on A1077 and Low Farm outfall. Approximately 56 hectares of agricultural land are drained within the Cement Works outfall which is now lost. Originally part of a larger scheme to divert waters to Low Farm outfall was considered over 10 years ago. That scheme was to look at outfalls from the Haven and regrading down to Low Farm; more water/more rainfall would create better head of water improving chances of retaining the outfall. Uncertainties surrounding Humber FRMS implementation and proposed realignment of A1077 halted the scheme. The Low Farm area is now being considered in isolation. A topographical survey has already been carried out. If the Board undertook the scheme, costs including spoil removal could be in the region of £18,000-£92,000. Costs include advertisement of improvement works under legislation applicable to the Board. Mr Dowson has received a quotation to excavate the cut and level spoil on his land at £10,000. If landowner undertakes works on his land there is no requirement to advertise, this is not the position the Board would encounter. For landowner to undertake work would require Board consent and part of that consent would require consideration of impact on protected and notable species. Board foreman had been attempting to keep open Cement Works outfall but that had failed. Proposed work would deliver a greater probability of retaining Low Farm outfall for longer period however siltation of the estuary would continue to be an issue through relative sea level rise. It was confirmed Cemex was not affected



by the loss of Cement Works outfall. RH expressed surprise Board had tried to keep outfall open where a pump was required. Clerk advised pump was not part of the discussions, GiA would not be available and Board must consider benefit across its district when spending public money. He advised to deliver Humber FRMS finding and making space for water was imperative. ID confirmed previous board engineer had advised it was Board responsibility to drain land and a pump station would also take highland water and take water out of the village. The EO advised IDB has permissive powers under legislation, not a duty or obligation to drain land and could serve notice on landowner to remove obstructions to flow or cleanse systems. Duties related to the environment and Health & Safety only. RW advised although proposals for realignment of A1077 was on the council's radar it was not something the council could afford to do.

ID left the room. Chair advised Board had 4 options.

- Take affected land out of rating. Landowner can do what see fit to solve problem
- Board consent to landowner doing the work. Members had heard quoted cost. board contribution would be fact already done survey and paid for it. Board may consider paying for water vole survey making sure consent conditions are properly discharged however optimal time of year for water vole surveys was April.
- Board do work broadly at costs outlined in papers although spoil removal can come out of that bringing costs to £13,000-14,000
- Do nothing

JJ enquired what outcome would landowner accept. Chair advised it was a decision for the Board, not landowner however as conversation had been ongoing for considerable time it indicated the landowner would like the work doing and like the Board to do it. Clerk advised payment of a drainage rate does not equate to work being done on all or any drains within the district. Majority of income was expended at pump stations. All members represented the Board, not personal interests and not local authority interests. Localism and he who benefits pays, is promoted by government. Board needed to consider the extent of benefit being delivered if the work is publicly funded, noting this decision could affect outcomes in the future. Members discussed effect of removal from rating and ability to bring back in, the EA modelling of siltation within the river, potential cost to Board of undertaking work and the outfall still failed.

Members considered the options.

Option 1 take land out of rating – none in favour

Option 2 consent to landowner doing work - 12 in favour

Option 3 board to work – none in favour

Option 4 do nothing – none in favour

Chair advised further agreement required on whether Board would undertake water vole survey. 12 in favour, being done as part of Board BAP.

ID returned to the meeting and was advised of Board decision to provide landowner consent for the work to be done and Board would undertake water vole survey



required in connection with consent under its BAP actions. ID thanked the Board for its time.

2017.14 Maintenance – Eng. thanked MS for his work on river Ancholme levels

2017.15 Consents - noted

Health and Safety Report

2017.16 Nothing to report.

Environmental Adviser's Report

2017.17 The Environmental Adviser's report previously circulated to Member was discussed.

2017.18 Eels Regulations – EO advised reasons behind ADA request for IDB contribution to an R&D fund on eel behaviour. Members considered the request however had already undertaken costly and extensive eel habitat survey including presence of invertebrates and had agreed use of Worlaby catchment to develop protocol for scoring habitat suitability. **JJ proposed the Board decline financial support to ADA's request, JS seconded, all in agreement**

Representation

2017.19 Members noted where the Board had been represented since the last meeting.

Any Other Business

2017.20 North Lincs Council proposed footpath work – Members had been advised of this item by email. EO reported much had changed since the initial email including productive meeting with NL Council officers. An alternative plan of site alterations had been produced for Board consideration. JJ very supportive of the proposals. Chair suggested a Member, Board Operative, Council and Board Officer meet at site to discuss but requested Board vote in the principle of whether it was prepared to consider the Council's proposal. SB1 reiterated his interest advising original reason for path was the tow path which had been eroded years earlier. The EO confirmed old plans showed that to be correct further advising however it was appropriate that public bodies would work together where possible and the photographs distributed showed clearly the route the public now took. PJ advised he had walked this area that morning, pedestrians had to hold onto the compound fencing to avoid slipping toward the water however he felt the area available would support further options. RW advised for disabled access footpaths had to be a width sufficient for wheelchair access. PJ offered to attend the site visit. JJ advised the footpath route via his land was used extensively. Members agreed on the determination of pedestrians to use the footpath past the station. **JJ proposed the Board agree in principle to the footpath being routed through Board land at Worlaby, JS seconded, majority in favour with 1 abstention**

2017.21 Employee.

Clerk advised Chair and Vice Chair from Board would meet with Chair and Vice Chair of Scunthorpe & Gainsborough WMB to discuss succession planning.

Date of Next Meeting



2017.22 JS gave apologies for next meeting

2017.23 17 May 2017 and 8 November 2017 all commencing 2pm, Godfreys Offices, Elsham.

1.4 Matters arising there from not elsewhere on Agenda

Worlaby footpath

2017.20 – result of site visit

Castlethorpe Depot Break-in

2017.5 Insurers – tool replacement



Stolen Items List Castlethorpe 4th December 2016.

1. Small 5'x 3' steel framed Timber Trailer and cover. Purchased May 1984.
2. WP 30X GC 02-2722110 Pump Eng-GX160 5.5 hp Purchased 10/10/95.
3. WP 20X GC 01-2534875 Pump Eng-GX120 4.0 hp Purchased 20/11/95.
4. 2 " Water Pump Honda Engine coupled to Generator Eng-GX 120 4.0 hp 1989.
5. 6m 3" Armoured Suction.
6. 6m 2" Armoured Suction.
7. 1x 3" strainer.
8. 1x 2" strainer.
9. 1x 3m length 2" pipe male to female Bauer fitting.
10. 1x 2m length 2" Bauer to fire hose fitting.
11. 6x 25m lengths lay flat fire hose
12. 3x Fire nozzles sizes $\frac{1}{4}$ $\frac{1}{2}$ $\frac{3}{4}$
13. Various pipe clips, fittings, flange spanners.
14. Chainsaw 0 34 ser-no 123696784 Purchased 24/03/92.
15. Chainsaw 0 38 ser-no 112728983 Purchased 28/05/92.
16. Holdall bag= chainsaw safety clothing, gloves trousers boots helmet, bag chainsaw tools. 5 litres chainsaw oil.
17. Large S.I.P 12v/24v and starter battery charger unit. Purchased 1997.
18. Metabo 110v Hand Grinder EW 6114S ser- no 14492605391. Purchased 1997.
19. 110v Transformer 1000/S1-16 ser- no 58938.
20. Clarke Jet 6600 ser- no 7333215 Bought 17 Sept 2008. By STUART ARGENT for truck washing. Own equipment.
21. 25m Hose reel and adjustable nozzle gun.
22. Long and short vehicle washing brushes.
23. 4 Large Industrial plastic buckets.
24. Large Woodmans Axe
25. Set Record 930 Bolt Crops.
26. 2x Large long shafted Shovels.
27. Post Hole digger, steel handles
28. 2x Large soft brushes.
29. 2x Standard soft brushes.
30. 2x Standard stiff yard brushes.
31. 2x long shafted 4 tined forks.
32. 2x long shafted pitch forks.
33. 10lb sledge hammer.
34. 14lb sledge hammer.
35. 2x Picks
36. Blacksmiths anvil.
37. Box 3 grease guns and bits, slide on con-, hook on con-, slide on knuckle.
38. 10x assorted 115mm grinder discs.
39. 5x 7" grinder discs.
40. 2x sets 30m ropes.
41. 2x sets safety harness.
42. 2x sets chain blocks, Vital s/n 2682 SWL 1 Ton. Elephant s/n 41588 SWL 1 Tonne.
43. 25M Electric 230v ext- cable drum.



44. Set Aluminium steps.
45. Set Gas Bottle Welding nozzles.
46. 2x ½ drive Draper socket sets, 37 piece metric / AF.
47. 1 ¾ drive Draper Expert socket set 26 piece metric / AF.
48. Set 14 piece metric combination spanners.
49. Set 14 piece AF combination spanners.
50. Set 8 piece metric Ring spanners.
51. Set 8 piece AF Ring spanners.
52. Set 8 piece Whitworth open ended spanners.
53. 4x Adjustable Wrenches, 150mm / 200mm / 300mm / 600mm.
54. Set 26 blade combination feeler gauges.
55. Adjustable Record Pipe Wrench 450mm.
56. Set Self Grip Mole pliers 180mm.
57. Set 4 internal / external 90° tip and straight tip.
58. Set Long nose pliers.
59. Set Gen- comb- small pliers.
60. Set Gen- comb- large pliers.
61. Set Heavy duty Water pump pliers.
62. Set Fencing pliers.
63. Electric 240mm 5 way crimping tool.
64. Set 175mm carpenters pliers.
65. Riveter gun, Draper Expert.
66. Set 8 piece screwdrivers.
67. Set metric / AF Hex Allen keys.
68. 1 Claw hammer.
69. 1 Gen- Ball pein hammer.
70. 1 Brick Trowel.
71. 1 Pointing Trowel.
72. 2 Cold chisels, 200mm / 300mm.
73. Wrecking bar, 600mm.
74. Stanley General Purpose wood saw.
75. 430mm Heavy Duty four tray cantilever tool box.
76. 420mm Tool Bag,
77. 52 piece Metric / UNF / BSP comb- tap and die set.
78. 5 piece punch set.
79. 2 centre punches.
80. 3 Gen- files.
81. 5 piece screw extractor set.
82. Letter stamp set, ¼.
83. Number stamp set ¼.
84. 25 piece metric metal drill set.
85. 7 piece metric wood drill set.
86. 8 piece masonry drill bit set.
87. 5 piece BA ring spanners.
88. 5 piece BA open ended spanners.
89. 2 Bags assorted nails.
90. 2 Bags Galv- staples.
91. Box of assorted nails.



1.5 Complaints/FOI requests

None received.



2. Clerk report

Recommendations:

- To note the information contained in this report

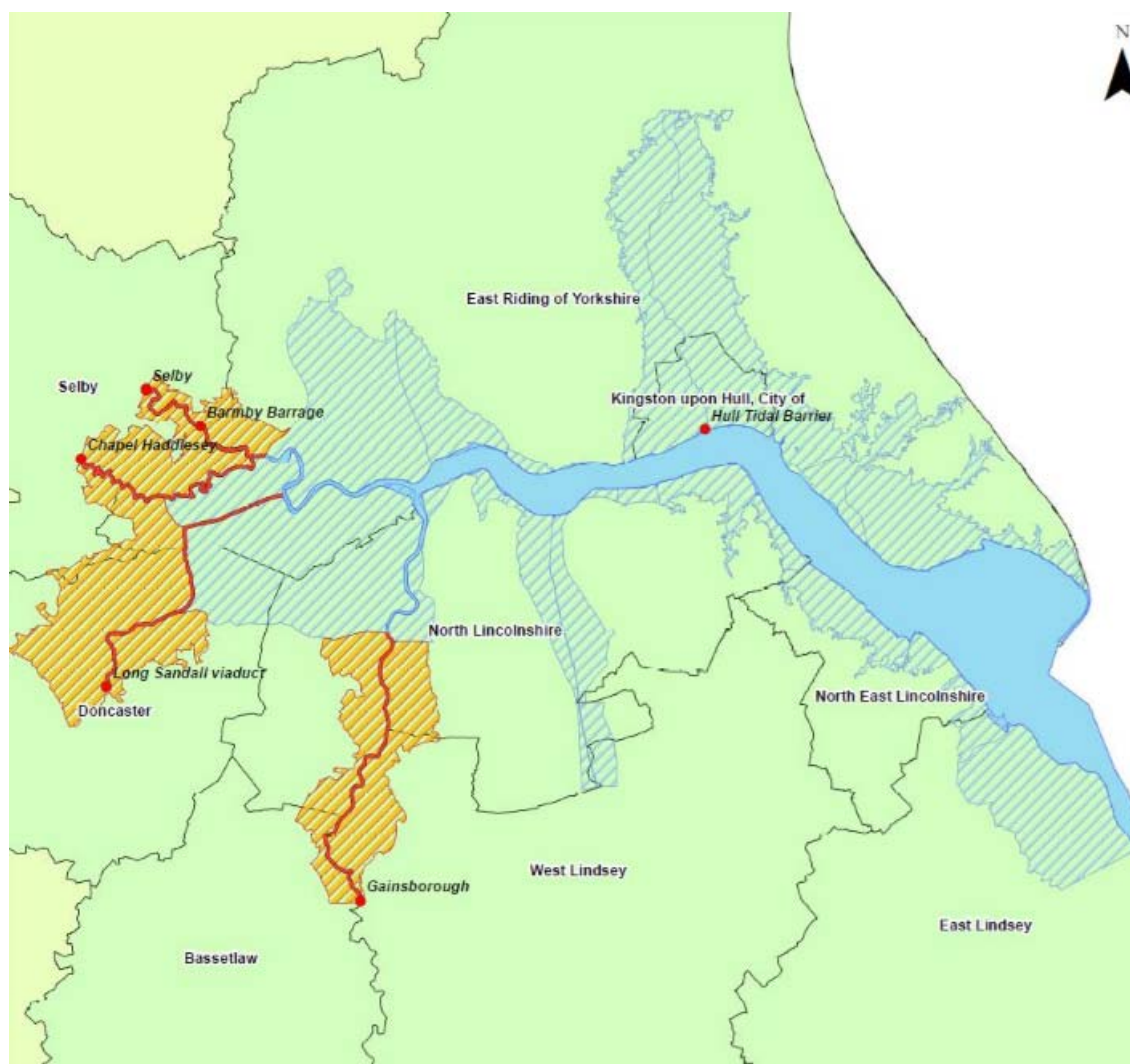
2.1 Legislation

Nothing to report

2.2 Humber Flood Risk Management

2.2.1 Humber Flood Risk Management Strategy

Humber FRMS Boundary Extension



For clarity, this means that this is the area of influence that may be considered by any schemes undertaken within the estuary.



2.3 Partnership Approach to Catchment Management

The Ancholme catchment is going forward as a Pilot Area with the IDB being the lead Partner to move this forward supported by the EA.

The role will entail identifying partners who need to be involved in the project and then setting up an initial start-up meeting to establish the Catchment Partnership.

The outcomes of the meeting will need to answer the following:

- Identify stakeholders (RMAs, landowners, industry, community groups and environmental interests)
- Identify key delivery objectives (FRM, WLM, Biodiversity, Leisure etc)
- Agree membership and governance structure (lead partner and administration)
- Periodic review of membership - timescales
- Establish and agree catchment or sub-catchment approach
- Establish and agree resource requirements to deliver catchment assessment

Once this has been established the PACM guidance will then direct the partners through the process with yourself as the lead Partner having an overview role. The concept is that the Lead Partner naturally has a significant investment in the outcomes within the catchment and thus has an interest in ensuring it moves forward.

Your Clerk is currently a representative on the RFCC and will be also asked to represent the Ancholme Catchment PACM Project as the RFCC are the Project Owners.

2.4 Association of Drainage Authorities

FLOODDEX - 17th - 18th May 2017 - Peterborough Arena

FLOODDEX is the trade event for flood defence and the water level management (WLM) sector looking at flood defence, prevention, mitigation and drainage.

FLOODDEX is not just about flood prevention, but covers WLM holistically, as many believe an integrated approach is needed to future proof Great Britain against the devastating effects of large scale flooding

Exhibitors at FLOODDEX capitalize on two days of networking opportunities, with Floodex bringing together leaders in the Local Authority, Internal Drainage Board (IDB), engineers, builders, designers, consultants, contractors and planners with the supply chain and service providers.



3. Financial Report

Recommendations:

- To note the information contained in this report
- Approve Section 1 Annual Return – Annual Governance Statement
- Approve the Accounts for the Year Ending 31 March 2017
- Approve Section 2 Annual Return – Accounting Statements 2016/17
- Approve the Schedules of Payments

3.1 Rating Report

Details of the Rates and Special Levies issued and payments received up to and including 31st March 2017: -

	£	£
Balance Brought forward at 1 April 2016		-287.29
2016/2017 Drainage Rates and Special Levies		
Drainage Rates		346,164.07
Special Levies		
North Lincolnshire Council	203,137.00	
West Lindsey District Council	18,512.00	221,649.00
Total Drainage Rates Due		<u>567,525.78</u>
Less Paid: -		
Drainage Rates		345,215.93
North Lincolnshire Council	203,137.00	
West Lindsey District Council	18,512.00	221,649.00
Total Drainage Rates Paid		<u>566,864.93</u>
Admin adjustment		<u>-19.62</u>
Balance Outstanding as at 31st March 2017		<u>641.23</u>



3.2 Audit

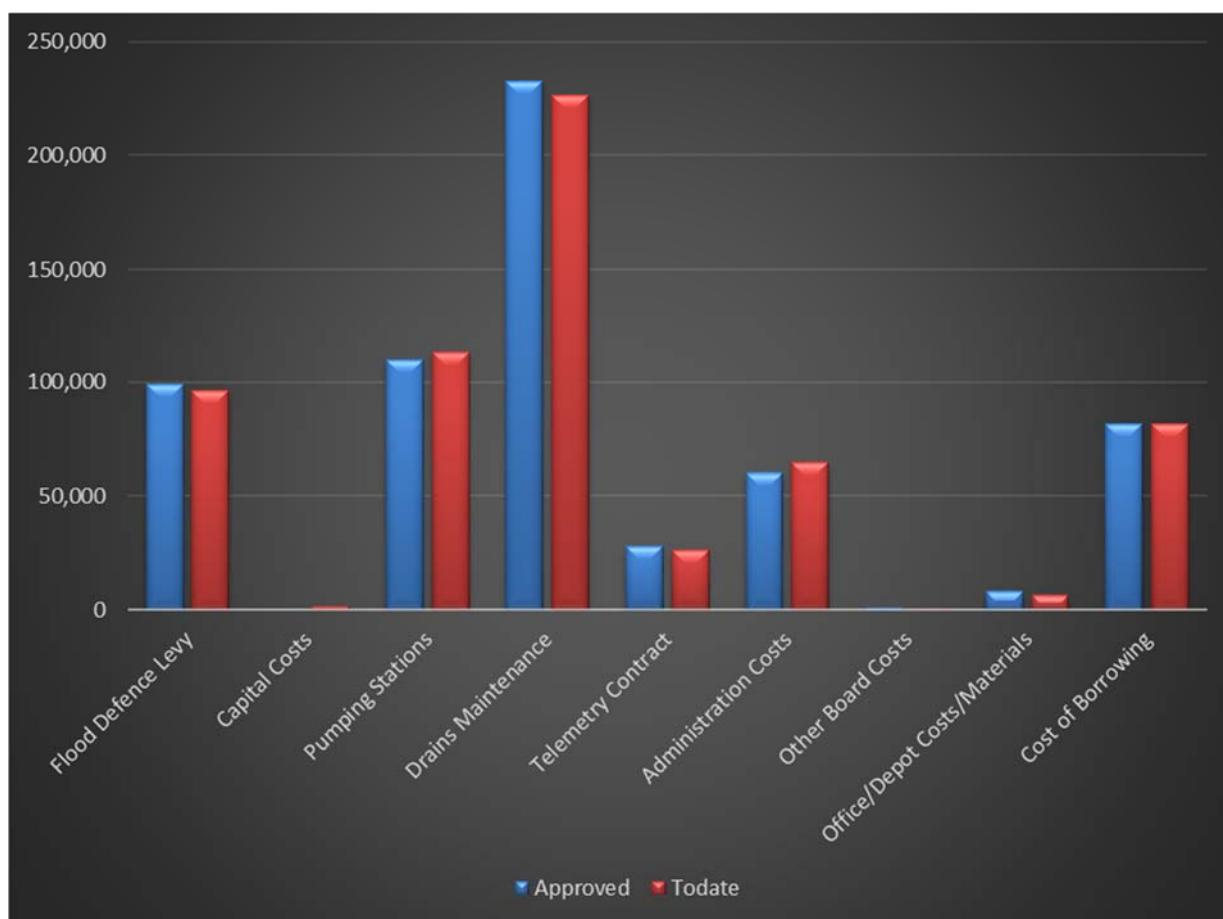
3.2.1 Annual Return Section 1 – Annual Governance Statement

At the previous meeting the Board considered a review of the effectiveness of its system of internal controls. The Board is now requested to approve the Annual Governance Statement, Section 1 of the Annual Return. The document is shown at Appendix A.

3.2.2 Internal Audit

The audit of the Board's accounts and financial statements is underway and it is expected to be completed by the Board meeting. The auditor's report will be circulated to members as soon as it is received.

3.3 Budget Comparison for the Year Ending 31 March 2017



The above graph shows the comparison between the budgeted and actual expenditure for the year ending 31 March 2017. In summary, the total budgeted expenditure for the year was £620,851 and the actual expenditure was £617,138 which equates to 99.40% of the budget.



3.4 Accounts for the Year Ending 31 March 2017

The accounts for the year ending 31 March 2017 are included as a separate item in your pack.

3.5 Annual Return Section 2 – Accounting Statements 2016/17

The Board are additionally requested to approve the Accounting Statements (Section 2 of the Annual Return, see Appendix A).

3.6 Five Year Budget Estimate

The five-year budget estimate is shown below.

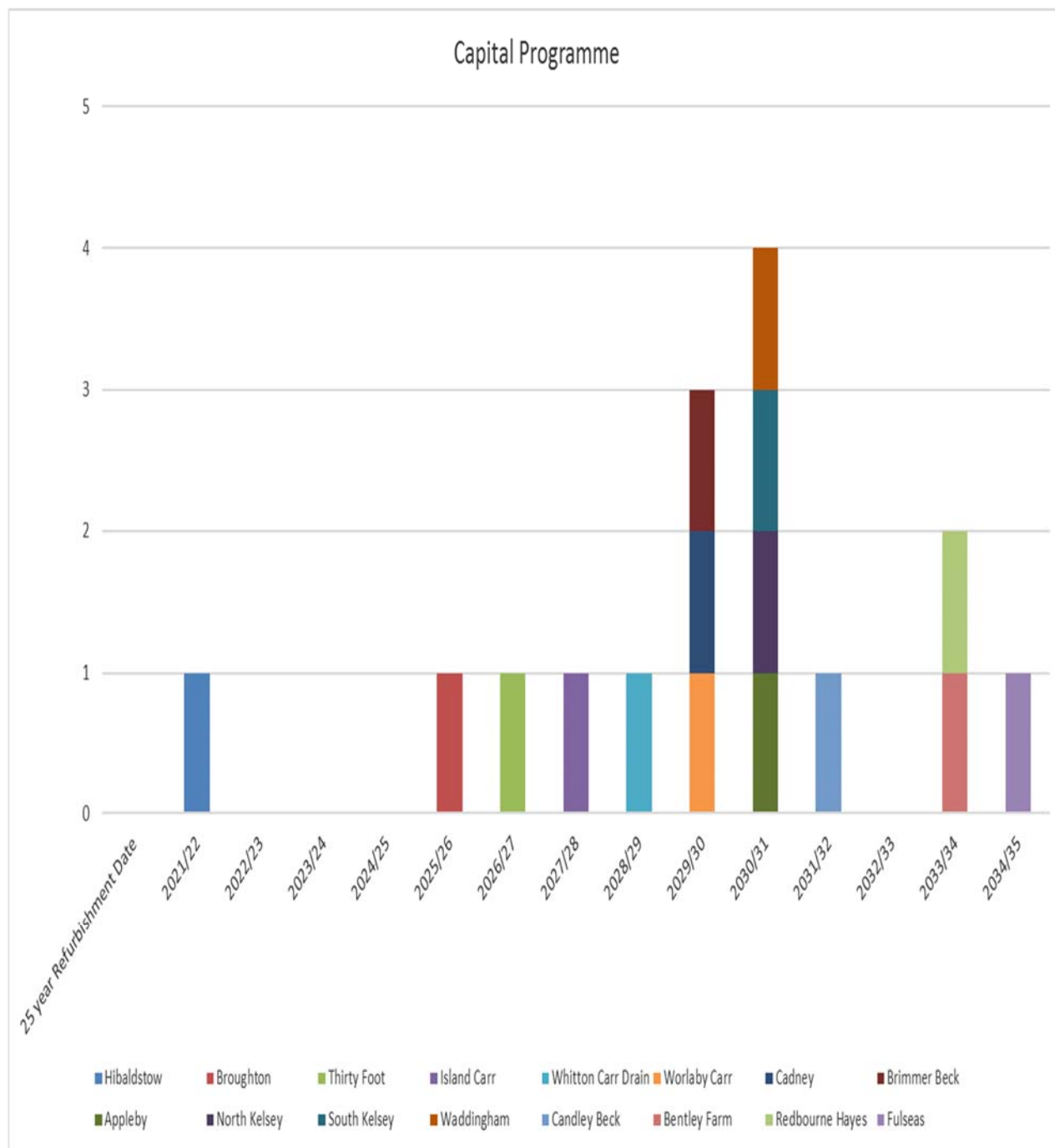


	2017	2017/18	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
.	Outturn	Budget	Estimated Out turn					
.	£	£	£	£	£	£	£	£
INCOME								
Drainage Rates - Land (AV) : 2,815,951	346,144	352,123	352,123	366,208	380,293	394,378	422,548	436,633
Levies North Lincolnshire Council - (AV) 1,652,868	203,137	206,609	206,609	214,873	223,137	231,402	247,930	256,195
Levies West Lindsey District Council - (AV) 150,627	18,512	18,828	18,828	19,582	20,335	21,088	22,594	23,347
Interest etc.	33	30	30	30	70	500	500	500
Contribution from S&GWMB	21,215	17,000	17,000	20,000	20,400	20,808	21,224	21,649
Rental Income	1	1	1	1	1	1	1	1
Other Contributions	47,750	36,764	36,764	35,000	35,000	35,000	35,000	35,000
TOTAL INCOME	636,792	631,355	631,355	655,693	679,236	703,176	749,797	773,324
EXPENDITURE								
Flood Defence Levy	95,976	98,855	95,976	98,855	99,844	100,842	101,851	102,869
NEW WORKS								
Contingency Planning			5,000					
Capital (Nettleton Beck)	1,564							
Cost of Borrowing	81,746	81,746	81,746	81,746	74,792	74,792	74,792	71,168
Other Board Shares	662	1,000	1,000	1,000	1,200	1,200	1,200	1,200
Depot/Office Costs	6,484	6,520	7,585	7,585	7,737	7,891	8,049	8,210
Maintenance	226,568	238,547	240,000	268,947	274,326	279,812	285,409	291,117
Administration	64,480	65,892	65,892	65,892	67,210	68,554	69,925	71,324
Pumping Stations	113,252	126,341	126,341	126,341	128,868	131,445	134,074	136,756
Telemetry contract	26,405	46,209	46,209	36,967	36,967	36,967	27,725	47,133
TOTAL EXPENDITURE	617,137	665,110	669,749	687,333	690,943	701,504	703,025	729,777
Surplus (Deficit) on Year	19,655	(33,755)	(38,394)	(31,640)	(11,707)	1,672	46,772	43,547
Balance Brought Forward	249,314	232,959	268,969	230,575	198,935	187,227	188,899	194,328
Balance	268,969	199,204	230,575	198,935	187,227	188,899	235,671	237,875
Capital Account Balance transfer	0	0	0	0	0	0	41,343	41,343
Balance to Carry Forward	268,969	199,204	230,575	198,935	187,227	188,899	194,328	196,532
	43.58%	29.95%	34.43%	28.94%	27.10%	26.93%	27.64%	26.93%
AV £4,620,480								
(Penny Rate) £46,204								
Rate in £	12.29p	12.50p	12.50p	13.00p	13.50p	14.00p	15.00p	15.50p
Inc./Dec. from Previous Year	No Change	.21 inc	no change	0.5p inc	0.5p inc	0.5p inc	1p inc	0.5p inc
Rate in £ Inc./Dec. from Previous Year	1.71%	1.71%	4.00%	3.85%	3.70%	7.14%	3.33%	



3.7 Capital Replacement Programme

The future capital replacement programme is shown below.



3.8 Apportionment of Costs with Scunthorpe & Gainsborough WMB

Costs for the year ending 31 March 2017 have been apportioned in accordance with the hours the Board's employee worked in the districts:

Ancholme IDB – 64.84%

Scunthorpe & Gainsborough WMB – 35.16%



3.9 List of Payments

Payments made since those reported to the Board at the previous meeting.

3.9.1 List of Cheques Paid

None to report.

3.9.2 List of Payments Made Directly from Bank Account

DATE		VOUCHER	PAYEE	DESCRIPTION	TOTAL	
		No.			PAYMENT	
2016					£	
Dec	15th	132	Nat West Business Card	NatWest Business Card - Fuel	321.05	*
				- Pump Accessory Hire	108.73	*
				- Vehicle Supplies	45.94	*
				- Card Protection	50.00	*
		-	NatWest	Bankline Fees	40.20	*
		-	HMRC	PAYE/NI	1038.21	*
	20th	128	Woldmarsh Producers Ltd	Worlaby PS Electricity	393.11	*
				Carr Drain PS Electricity	127.50	*
				Fulseas PS Electricity	128.52	*
				Bentley Farm PS Electricity	755.06	*
				Hibaldstow PS Electricity	118.61	*
				Depot Electricity	84.67	*
				Nettleton Beck Penstock Electricity	15.70	*
				30' PS Electricity	116.39	*
				Waddingham PS Electricity	86.81	*
				North Kelsey PS Electricity	49.49	*
	22nd	-	Employee	Wages	2147.96	*
		-	B&CE Holdings	Pension Contributions	52.13	*
	30th	133	O2 (UK) Ltd	Mobile Telephone	24.46	*
		-	NatWest	Bank Fees	7.36	*
2017						
Jan	3rd	134	BT	Depot Broadband Package	44.40	*
		1	North Lincolnshire Council	Business Rates	106.00	*
	12th	127,154	Hewitt (TJ) Excavators	Maintenance Contract	20480.46	
		130-1,136-50	ID Spares & Services Ltd	Weedscreen Cleaner Maintenance	6906.25	
		155	JBA Consulting	Management Fee	11912.60	
		153	Perry's Pumps Ltd	Candley Beck & Bentley Farm PS - Pump Maintenance	5289.60	
		152	ADA	Annual Subscription	3408.00	*
		151	Andrews Sykes	Pump Hire	394.73	*
		156	Controlstar Systems Ltd	Scawby Beck Outfall Maintenance Contract	469.20	*
		125	Danvm Drainage Commissioners	Website Development	205.01	*
		129	Humber Nature Partnership	Membership Fees	210.00	*
		135	Shift WTF Traffic Events Ltd	Road Closure - Sluice Road (A1077)	804.00	*
		126	WH Strawson	Depot Rent	937.50	*
	13th	-	HMRC	PAYE/NI	1038.21	*
	16th	162	Nat West Business Card	NatWest Business Card - Fuel	243.00	*
				- Hydraulic Pipes, Hibaldstow PS	21.28	*
		-	NatWest	Bankline Fees	37.40	*
	19th	-	Employee	Wages	2147.76	*
		-	B&CE Holdings	Pension Contributions	52.13	*



Jan	20th	157	Woldmarsh Producers Ltd	30' PS Electricity	169.45	*
				Appleby PS Electricity	463.12	*
				Bentley Farm PS Electricity	457.94	*
				Brimmer Beck PS Electricity	137.08	*
				Broughton Carr PS Electricity	741.80	*
				Cadney PS Electricity	322.64	*
				Carr Drain PS Electricity	375.47	*
				Fulseas PS Electricity	135.81	*
				North Kelsey PS Electricity	301.59	*
				Redbourne Hayes PS Electricity	467.31	*
				South Kelsey PS Electricity	426.45	*
				Waddingham PS Electricity	290.80	*
				Worlaby PS Electricity	1658.77	*
		168	Information Commissioner	Data Protection Registration	35.00	*
	27th	159	BT	Employee home Telephone Line	83.62	*
		-	NatWest	Bank Fees	7.25	*
	31st	165	BT	Depot Telephone Line	162.40	*
		157	O2 (UK) Ltd	Mobile Telephone	24.31	*
Feb	7th	166	Crystal Ball Ltd	Vehicle Tracking	70.20	*
	15th	167	Energas Ltd	Oxygen	67.90	*
		158	ID Spares & Services Ltd	30' PS - Weedscreen Cleaner Maintenance	168.20	*
		142	RJ & AE Godfrey	Meeting Room Hire	120.00	*
		170	Nat West Business Card	NatWest Business Card - Fuel	330.58	*
				- Tools & Equipment	21.73	*
		-	HMRC	PAYE/NI	1038.41	*
		-	B&CE Holdings	Pension Contributions	52.13	*
	16th	-	Employee	Wages	2421.06	*
	17th	-	NatWest	Bankline Fees	40.20	*
	20th	171	Woldmarsh Producers Ltd	Worlaby PS Electricity	1042.91	*
				Carr Drain PS Electricity	345.22	*
				Fulseas PS Electricity	135.17	*
				Bentley Farm PS Electricity	162.00	*
				30' PS Electricity	151.62	*
				North Kelsey PS Electricity	214.55	*
				Appleby PS Electricity	276.95	*
				Broughton Carr PS Electricity	512.35	*
				Cadney PS Electricity	202.04	*
				South Kelsey PS Electricity	296.75	*
				Redbourne Hayes PS Electricity	330.70	*
				Waddingham PS Electricity	219.84	*
				Candleby Beck PS Electricity	195.96	*
				Island Carr PS Electricity	111.85	*
				Membership Fees	159.01	*
	27th	163	Hewitt (TJ) Excavators	Mowing Contract	5679.22	
			JBA Consulting	Fee Accounts: -		
		141		Winteringham Ings Ecological Survey	1542.00	
		164		BAP Implementation	147.48	
		160-1	N E Davis Plant Hire	Maintenance Contract	20421.71	
	28th	-	NatWest	Bank Fees	8.72	*
Mar	1st	169	Public Works Loan Board	Loan Repayment	40873.12	*
		172	O2 (UK) Ltd	Mobile Telephone	24.31	*



Mar	15th	189	Nat West Business Card	NatWest Business Card - Fuel	294.57	*
				- Vehicle Supplies	21.00	*
				- Tools & Equipment	88.01	*
		-	NatWest	Bankline Fees	38.20	*
		-	HMRC	PAYE/NI	765.11	*
	16th	-	Employee	Wages	2429.06	*
		-	B&CE Holdings	Pension Contributions	52.13	*
	20th	174	Woldmarsh Producers Ltd	Worlaby PS Electricity	1038.94	*
				Carr Drain PS Electricity	345.31	*
				Fulseas PS Electricity	133.28	*
				Bentley Farm PS Electricity	164.38	*
				30' PS Electricity	180.55	*
				North Kelsey PS Electricity	308.30	*
				Broughton Carr PS Electricity	506.99	*
				Cadney PS Electricity	251.71	*
				South Kelsey PS Electricity	409.21	*
				Redbourne Hayes PS Electricity	364.81	*
				Waddingham PS Electricity	335.50	*
				Appleby PS Electricity	235.70	*
				Hibaldstow PS Electricity	766.12	*
				Depot Electricity	633.20	*
				Nettleton Beck Penstock Electricity	57.83	*
		177,181	WH Strawson	Depot Rent & Intruder Alarm Service	1057.50	*
	29th	179	Danvm Drainage Commissioners	Website Development, etc.	109.72	*
		173	Doncaster East IDB	Website Procurement (North Lincs Council), etc.	190.05	*
		180	Hewitt (TJ) Excavators	Mowing Contract	2160.00	*
		182	NPower (Equip Lease - 30')	30' PS - Meter Operator Service	536.40	*
		185	RJ & AE Godfrey	Meeting Room Hire	60.00	*
		183	O2 (UK) Ltd	Mobile Telephone	24.31	*
	31st	-	NatWest	Bank Fees	7.29	*
Apr	3rd	184	BT	Depot Broadband Package	39.60	*
		2	North Lincolnshire Council	Business Rates	108.80	*
	7th		JBA Consulting	Fee Accounts: -		
		175		BAP Implementation	178.27	
		178		Winteringham Ings Ecological Survey	1195.12	
		3-13	Towergate Insurance	Insurances	21026.31	
	13th	-	Employee	Wages	2446.26	*
		-	HMRC	PAYE/NI	757.11	*
		-	B&CE Holdings	Pension Contributions	52.13	*
	18th	20	Nat West Business Card	NatWest Business Card - Fuel	246.88	*
				- Tools & Equipment	26.48	*
		-	NatWest	Bankline Fees	38.20	*
			Total		183,744.47	
			* Total amount of direct debits, standing orders and payments approved by the Clerk only			88,965.45



4. Engineer's Report

Recommendations

1. To note the information contained in this report.
2. Ratification of decision (Item 4.1.1)

4.1 Asset Management

4.1.1 Telemetry

As resolved by the Board (Minute 2017.12) the proposed 5-year Contract from 1st April 2017 was reviewed by the Chairman and Vice Chairman along with Board Officers and confirmation was sent to the supplier on 17th March 2017 of the Boards acceptance to the proposal based upon the following:

- Base line Support Option (with upgrade to web scada) at £6,700 per quarter.
 - A total upgrade to the system display programs which provide the information to all users of the system. This will move all stations to a completely Web based approach, meaning that any user can access all the Telemetry information and Control the system via any device which has a standard Web Browser.
 - Full Controlstar Systems Programs support within the existing configuration and control philosophy, automatic updates to the latest version.
 - A full replacement of any failed unit within the Controlstar System including the associated level monitoring equipment.
 - All communication costs for the individual units within the system and the Master Server system.
 - Full system wide monitoring of the equipment using Controlstar Maintenance system, providing operations support and fault diagnostics.
 - The existing system offers a gateway for controlling and monitoring local Inverters, at present there is no commitment to install Inverters which have the potential of enhancing control, reducing costs, and providing long term condition monitoring of the Pumps and Motors.
- The Board approved budget will allow us to work with the supplier in considering CCTV at all sites including syphons (currently installed at Brimmer Beck, Whitton Carr, and Cadney) and considering remote sensors within catchments.
- The formal contract documentation shall be produced in accordance with the NEC3 Term Service Contract.

For Members information:

- The previous lease agreement costs were £8,568.00 per quarter.
- The Boards' approved budget allows for £9,241.75 per quarter.
- The approved budget allows the Board to add CCTV at all sites (up to £8,676.00 per quarter as quoted by Controlstar) as well as consider remote sensors within catchments moving forwards.



4.1.2 Water Level Management

Winteringham Ings

As resolved by the Board at the last meeting (Minute 2017.13) the Water Vole survey was undertaken and the conclusions reported to the riparian owner on 16 February 2017 with the Works to be undertaken by the owner.

4.1.3 Flood Risk Management

No issues have arisen that require the attention of the Board.

4.1.4 Pumping Stations

Mechanical and electrical inspections are to be undertaken at the 16 pumping station sites from the Boards incumbent contractors this year with any immediate issues arising from the inspections progressed in line with the Boards Financial Regulations.

4.1.5 Inverted Syphons

No issues have arisen that require the attention of the Board.

4.1.6 Maintained Ordinary Watercourses

TJ Hewitt Excavators Ltd. and NE Davis Plant Hire Ltd. were both informed of the Boards' resolution (Minute 2017.12) to extend their EU compliant Watercourse Maintenance Contracts for 2 further periods of 12 months from 1st July 2017.

Subject to future performance, the Contracts are to expire on 31st June 2019.

4.1.7 Main River

Your Clerk and Engineer met with the Environment Agency regarding Main River maintenance and Partnership Working on 24th February which has initially resulted in the Ancholme area being identified as a Pilot under the **RFCC Partnership Approach to Catchment Management**.

The Environment Agency are committing specific roles within the Agency for the Ancholme Catchment to support the IDB as Lead moving forwards.

Maintenance on Main River is to be agreed on an annual basis with the EA through the **Public Sector Cooperation Agreement**.

The expectation for this coming season is that those Main Rivers which are unlikely to receive maintenance by the EA due to low priority may be undertaken by the IDB and their Contractors with funding to be confirmed by the EA.

We await the list of those Main Rivers which are not to receive maintenance by the EA and the availability of funding from the EA based upon IDB Contractor rates.

Any Main River maintenance would be agreed on annual basis and ideally moving forwards clarity over scope of maintenance would be required by the November before the rate setting meeting.

The EA are keen to work with the IDB as there are potential cost savings overall to maintenance from a catchment perspective.



4.2 Planning, pre-application advice, and consents

4.2.1 Planning Applications

1no. planning application has received comments on behalf of the Board between 22 December 2016 and 26 April 2017.

Planning Ref	Proposal	Address	Work in, on, under or within 9m (7m SAIDB) of an Ordinary Watercourse?	Alteration to surface water discharge or discharge structure?	Consent Form and Information provided?
135861	Application for approval of reserved matters (access, appearance, layout and scale) to erect 1no. bungalow-following outline planning permission 132032	Brandy Wharf Leisure Park, Brandy Wharf, Waddingham, Gainsborough,	no	no	yes

4.2.2 Land Drainage Act 1991 Section 23 and 66 (Byelaws) Consents

5no. consents have been considered on behalf of the Board between 22 December 2016 and 26 April 2017.

Applicant	Location	Proposal	Permanent / Temporary Works	Approved/Refused/ other	Date
Paul Keighley (CML / Network Rail)	Nettleton Beck, NOB3/6, Station Road, Moortown	To extend culvert beneath railway lines by piping 5m of south west channel and installing new headwall and erosion protection	Permanent	Approved	02.02.2017
Karan Kapoor, Veda Associates	NOB3 3A, Howsham	Installation of a 600mm ID structural liner with grouted annulus to existing culvert and temporary over pumping during works	Permanent & Temporary (2 days)	Approved	02.03.2017
	NOB3 3B, Howsham	Installation of a 540mm ID structural liner with grouted annulus to existing culvert and temporary over pumping during works.	Permanent & Temporary (2 days)	Approved	02.03.2017

4.2.3 Extended District Consents (Land Drainage Act 1991 Section 23)

No consents have been issued on behalf of Lincolnshire County Council between 22 December 2016 and 26 April 2017.

5. Health and Safety Report

5.1 Floodex 2017 – Health and Safety Training

5.1.1 Timetable

Day 1 – Wednesday 17th May – Directors/Board Members/CEOs/Clerks

10:00-10:30 – Presentation 1 – Policy, Planning & Organisational structure

10:30-11:00 – Presentation 2 – Moral, Legal and Financial Considerations

11:00-11:15 – Break

11:15-11:45 – Presentation 3- Safety & Floating Pontoons

11:45-12:15 – Presentation 4 – Construction Design Management, Worker Involvement and Consultation

12:15-12:45 – Presentation 5 – Risk Profiling, Corporate Manslaughter, Competent Advice

12:45-13:00 – Concluding remarks and open questions

Day 2 – Thursday 18th May – IDB Operational Staff

10:00-10:30 – Presentation 1 – Employee duties, Removal of Safety Features

10:30-11:00 – Presentation 2 – Significant Hazard Identification and Risk Assessment

11:00-11:15 – Break

11:15-11:45 – Presentation 3- Safety & Floating Pontoons

11:45-12:15 – Presentation 4 – Accident, Incident and Near Miss Reporting, Competence, Right to Refuse to Work

12:15-12:45 – Presentation 5 – Welfare, Personal Protective Equipment (PPE)

12:45-13:00 – Concluding remarks and open questions

5.2 Board Employee

5.2.1 Accidents and Incidents

There are no accidents or incidents to report.

5.2.2 Employee training

The Board's employee is currently undertaking some refresher training and updates including;

Driver safety, electrical safety, risk assessment, lone working, manual handling, slips trips and falls and personal protective equipment.



6. Environmental Adviser's Report

Recommendation:

- To note the information contained in this Report

6.1 Legislation

6.1.1 Biodiversity Action Plan 2015-2020

Work on Species Action Plan water vole surveying recommenced late March, early April on a 15km of watercourse including the Old River Ancholme and part of Jackson's Drain around Appleby together with Weir Drain north of Worlabby station.

Old River Ancholme up stream of Appleby station: On east side of drain. Clear water, abundance of water starwort (*Callitriche sp.*), good fringe of vegetation at toe of bank offering refuge for spiders, invertebrates, and shading burrow entrances of any water vole (*Arvicola amphibus*). Water depth approximately about 60cm, soft bed approximately 40 cm.

Several lapwing (*Vanellus vanellus*) were heard and seen over the adjacent farmland, particularly in those areas with standing water, two buzzard (*Buteo buteo*), and numerous skylark (*Alauda arvensis*).

Very noticeable in the area are the wide margins used either side of the drain offering good protection catching eroded soil particles and providing watercourse from nutrient rich input. Margins also provision maintenance activity irrespective of cropping.

Crossing drain to west side, pair barn owl (*Tyto alba*) using Environment Agency box 2204. Yearling cygnet (*Cygnus*) using watercourse, grey heron (*Ardeidae*) and several mallard (*Anas platyrhynchos*).

Old River Ancholme down stream of Appleby station the water is less deep, a change of soils to sandier conditions less suitable for water vole burrowing.

Weir Dyke downstream of Worlabby station: Numerous sky larks (*Alauda arvensis*). Water starwort (*Callitriche sp.*) in abundance within the drain. Paths through starwort suggest movement by swimming animal which could be duck or moorhen however many of the routes cross the water flow appear to provide access and egress across from banks supporting the likelihood of movement by water vole (*Arvicola amphibus*). The drain is too steep allowing safe access to water level to investigate further.

North of the railway tracks and one water vole latrine seen on west bank of drain; further north soils become sandier for a time, lowering water vole habitat suitability.

Several lapwing (*Vanellus vanellus*) were seen flying over adjacent fields.

6.1.2 Greater Lincolnshire Nature Partnership

Partners have submitted records collected this year to the group.



7. Representation

Officers have represented the Board and ADA at the following fora:

Environmental	Flood Risk Management	Other
Humber Estuary Relevant Authorities Group (HERAG)	Humber Flood Risk Management Steering Group	
	Isle of Axholme Implementation Funding Group	
	Isle of Axholme Implementation Asset and Delivery Group	
	Winteringham Ings and South Ferriby Flood Defence Stakeholder Workshop	

8. Any other business by leave of the Chairman

9. Date of next meeting

8 November 2017



10. APPENDIX A – Annual Return Sections 1 & 2

The two sections can be found over the following pages.

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of
smaller authority here:

ANCHOLME INTERNAL DRAINAGE BOARD

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed		'Yes' means that this smaller authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓		has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA
			has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by this smaller authority on:

DD MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chair at meeting where approval is given:

SIGNATURE

Clerk:

SIGNATURE

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

ANCHOLME INTERNAL DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	191836	249314	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	567813	567793	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	72156	69000	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	41724	42718	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	81746	81746	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	459021	492673	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	249314	268970	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	238501	267124	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	2660250	4687000	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	759262	712058	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:



Date

02/05/2017

I confirm that these accounting statements were approved by this smaller authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by Chair at meeting where approval is given:

SIGNATURE



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