



Goole Fields

District Drainage Board

*Meeting Location
to be decided*

Meeting Papers

Summer 2020

*Date & time
to be decided*



Shire

Group of IDBs

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Meeting Papers

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Purpose

These meeting papers have been prepared solely as a record for the Internal Drainage Board. JBA Consulting accepts no responsibility or liability for any use that is made of this document other than by the Drainage Board for the purposes for which it was originally commissioned and prepared.

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Agenda

1.	Governance	4
1.1	Apologies for Absence	4
1.2	Declaration of Interest.....	4
1.3	Minutes of the Meeting held 7 January 2020	4
1.4	Matters Arising not discussed elsewhere	7
2.	CEO's Report	8
2.1	Legislation.....	8
2.2	Policy	8
2.3	Environment Agency.....	8
3.	Financial Report	10
3.1	Rating Report.....	10
3.2	Audit.....	10
3.3	Annual Governance and Accountability Return (AGAR) Section 1 -Annual Governance Statement 2019/20.....	10
3.4	Accounts for the Year Ending 31 March 2020.....	11
3.5	Budget Comparison for the Year Ended 31 March 2020	11
3.6	Annual Governance and Accountability Return (AGAR) Section 2 - Financial Statements 2019/20	11
3.7	Five Year Budget Comparison	12
3.8	Schedule of all Payments	13
4.	Engineer's Report	14
4.1	Asset Management.....	14
4.2	Planning, pre-application advice and consents	16
5.	Environmental Adviser's Report	17
5.1	Legislation.....	17
5.2	Biodiversity Action Plan 2015-2020 and Eel (England & Wales) Reg 2010.....	17
6.	Health and Safety Report	17
6.1	Accident, incidents and near misses	17
7.	Any Other Business by Leave of the Chairman	17
8.	Date of Next Meeting	17
9.	APPENDIX A – Standing Orders	18
10.	APPENDIX B – Sections of the AGAR	28
11.	APPENDIX C – Correspondence with Natural England	31

1. Governance

1.1 Apologies for Absence

1.2 Declaration of Interest

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

1.3 Minutes of the Meeting held 7 January 2020

Present

Mr MPG Dougherty (Chairman)	MD
Mr J Barker (Vice Chairman)	JB
Mr D McTaggart	DMT
Mr Martin Belton	MB
Mr John Oldridge	JO
Cllr Liz Sargeantson	LS

In attendance on behalf of JBA Consulting, Clerk, Engineer and Environmental Adviser:

Mr I Benn	IB
Mr M Joynes	MJ

Apologies for Absence

2020.1 An apology was received from Mr Paul Jones of JBA Consulting.

Declaration of Interest

2020.2 There were none.

Welcome to New Member

2020.3 MD welcomed new member Councillor Liz Sargeantson of East Riding Council, saying it had been a number of years since a council representative had attended a meeting. LS said she was local and also represented other drainage authorities in the area. She also said she was relatively new to the industry but keen to learn.

Minutes of the Meeting held 14 May 2019

2020.4 Minutes of the last meeting were circulated with the meeting papers. The minutes were taken as read. **JB proposed and DMT seconded the Minutes be approved for signature by the Chairman**, all in agreement.

Matters Arising

2020.5 Thorne Moors: The Board briefly discussed the issue and expressed frustration at the lack of progress, in that the pumps on Thorne Moors were still not operational. However, this matter was covered elsewhere in the agenda so discussions at this point were kept to a minimum.

Matters Arising Not Discussed Elsewhere

2020.6 There were none.



CEO's Report

The Clerk's report was read and approved.

Matters Arising

2020.7 Environment Agency: IB gave the Board an update on the two meetings that took place in October 2019. He commented that there were more councillors at the Goole meeting (which MD also attended) but more landowners at the Brigg meeting. The Agency were seeking to consult before making major decisions and the Humber Flood Risk Management Strategy will be fundamental. IB said that to meet the demands of rising tide levels arrangements must be made for water storage. He also said the government were constrained with expenditure, but the Board should still work positively with the Agency and try to obtain funding. Cross Drain Pumping Station was the biggest issue, pumping into Swinefleet Drain.

Finance Report

The Financial report, copies of which had been circulated with the meeting papers, was considered and adopted by Members.

Matters Arising

2020.8 Rating: It was noted that the all rates & the special levy for the year ending 31 March 2020 had been received.

2020.9 Internal Audit: Members noted the minutes of the Audit Review Panel meeting in November 2019.

2020.10 External Audit: Members note the audit for 2018/19 was complete with no issues raised.

2020.11 Risk Register: MJ gave a brief introduction to the document and noted some of its features DMT said the risk of the Board becoming inundated with water from outside the district should be included on the register. IB said the boundaries of the drainage district could not be modified and that external water was a separate issue. This adjustment notwithstanding, JB proposed the Board approve the register, MB seconded.

2020.12 Estimates, Rates & Special Levies for the Year Ending 31 March 2021: MJ gave a brief summary of the Board's estimated expenditure for the above year. MD said the Board should not set the rate until they had a clear idea of costs associated with pumping. IB said the Board would make a claim in respect of recent flooding. MJ said the Board could not recognise any such income until it was certain it could be secured. MB said it was important to prevent water coming into the district. DMT asked if it would be possible to hire in a temporary pump. Discussions followed of technical nature.

MJ reminded the Board an increase of 1p would yield an additional £1,410 in revenue. MB offered the view that rates need to increase significantly to cover the potential cost of extra pumping and proposed a 6p increase in the rate in the pound. MD said such a substantial increase would not look good. JB said the current situation did not look good, with standing water a continuing problem. He also pointed out the c£30k the Board expected to have in reserve at the commencement of the coming year, and that an increase of 2 to 2.5p may be adequate. JB proposed an increase of 2.5p DMT seconded and the motion was reluctantly passed.

2020.13 Five Year Budget Estimate: The Board reviewed the five-year budget estimates and the levels of income & expenditure over that period.

2020.14 Schedule of Payments: The Board approved for signature by the Chairman a schedule of payments made since the last meeting totalling £14,932.64, of which £2,802.08 were approved by the Officers only. After a brief discussion regarding



membership fees of the Woldmarsh buying group, MD proposed the Board approve the schedule and JO seconded.

Engineer's Report

The Engineer's report was read and approved.

Matters arising

2020.15 Thorne Moors: The Board reviewed the considerable correspondence dating back to May 2019. IB gave a summary of the recent meeting with Tim Kohler, who asked if anyone had contacted Natural England. Tim had also assured officers the pumps would be running by end of the day. IB offered to write to Natural England on behalf of the Board. MB said this was a good idea, but that the Board have nothing set in stone, nothing in writing affirming what Natural England intend do so, nothing that they can be held accountable against. JO said it was necessary to go above Tim Kohler's head. LS asked if Natural England had a duty of care. MB said Natural England lacked the funds or had no inclination to switch the pumps on. IB discusses the nature and history of the site and said he would submit the draft letter to members for consideration. He also said water would permeate in any case, and that water levels were the important issue. However, there may be recompense available for any additional pumping costs incurred. DMT suggested the Board could take their own legal action. IB suggested another meeting with Natural England. MB said Tim Kohler's superiors should be invited, and also suggested LS should attend. LS said she would like to attend but could not commit at this stage. DMT expressed frustration that the water was still present, despite occurring in October 2019.

2020.16 Additional Pumping: said the current pump operated at 300L/s and had been asked about the possibility two pumps running together. JO pointed out the capacity of the pump is irrelevant if you don't switch them on. JB said Reedness & Swinefleet DB would clear out the drain and reported the new pump station indicates there is a gravity outfall above a common level. IB said he did not know about this but he would investigate. DMT asked if the outfall is blocked, then are Reedness & Swinefleet liable for clearing it? JB said up to a point, but beyond that, it's Natural England's responsibility. IB said the letter would be drafted, and asked LS if Andrew Percy MP could support the Board. LS asked about the affected acreage. JB suggested 400-500 acres. He also asked if there was any value in installing another pump. MD said it would be pointless if Natural England did not also pump. MB said if Natural England run two pumps in addition to the two run by the Board, the system could be effective. JB asked what had changed since the Swinefleet flooding incident of 2013. He reported that at the time, the Reedness & Swinefleet chairman had asked Natural England to *turn off* the pumps, so they were clearly running at that time.

MD said Tim Kohler is the senior project manager DMT asked if it would be possible to discharge into Dempster IDB's drains. IB said their previous clerk would not enter into discussions but said that Board members were better placed to contact Dempster IDB. JB said the clerk should approach them. IB warned it may cause that authority to incur extra electricity costs. MB felt it was certainly worth contacting them by letter and that he would approach the Dempster IDB chairman.

DMT asked what the likely costs of an additional pump would be. IB said Goole & Airmyn IDB had a mobile Betsy pump that may be available for hire. MB said he could provide a diesel bowser for use. DMT said the Woldmarsh buying group may be able to help. He also asked whether the Board would need permission from Reedness & Swinefleet DB to discharge into their watercourses. IB said he gather the costs and report back to the Board.



Environmental Report

The Environmental Report circulated with the Meeting Papers was read and approved.

Health & Safety Report

The report which was circulated to members was read and noted by members.

Any Other Business

2020.17 Access to Shipcote Door: MD asked if the Clerk could contact Associates British Ports regarding this issue. JB said the access area was very slippery and dangerous.

Date of next meeting

2020.18 The meeting was closed at approximately 3:30pm. The next meeting will take place on Tuesday, 12 May 2020, 2:00pm at Half Moon Inn, Reedness.

1.4 Matters Arising not discussed elsewhere



2. CEO's Report

Recommendations

- Members note the information in the report
- To Approve the revised Standing Orders

2.1 Legislation

Nothing to report.

2.2 Policy

2.2.1 Standing Orders

Members are asked to review and approve the revised standing orders which can be viewed at Appendix A.

2.3 Environment Agency

2.3.1 Humber 2100+ - Humber FRMS

A workshop was held in March, attendees included EA, IDBs, NFU, RSPB, Wildlife Trusts, University of Hull and several other organisations.

The 3 strategic approaches of

- Managing the tide
- Adapting to the tide
- Keeping out the tide

were considered in terms of the scenario development principles which align with the overall strategy objectives and the sustainability assessment criteria.

The principles are:

- Flood Risk & Resilience - (flood risk now and in the future)
- Climate adaptation and mitigation - (flood risk now and in the future)
- Technical feasibility
- Economics & funding
- Place & Community
- Connectivity
- Water environment
- Economic development – (Spatial land use opportunities and constraints)
- Sustainable agriculture – (Spatial land use opportunities and constraints)
- Cultural heritage
- Habitat & biodiversity – (Spatial land use opportunities and constraints)
- Key infrastructure – (Spatial land use opportunities and constraints)

The United Nations Sustainable Development Goals informed the principles as well as the Climate Change Act 2008 and the 2019 amendment, the government's 25-year Environment



Plan, the draft National F&CERMS, the Agency's eMission2030 and carbon ambitions to achieve Net Zero.

Attendees were advised of areas of moderate risk, key areas of significant and very significant flood risk and substantial areas at risk considered to be amongst the most deprived across multiple measures as of 2021 and then considered the current predicted future risk to 2021 in terms of sea level rise, % increase in peak fluvial flows, % more rainfall predicted.

EA modelling highlighted estuary interconnectivity therefore the need to take an estuary wide approach. Matters considered were associated with large-scale flood storage inland in specific and different places and large-scale flood storage downstream of the Humber Bridge. Also considered was the impact of raising defence levels in specific places, flood storage within the tidal rivers and tide-locking influences on inland flood risk.

Large scale storage, dependent upon the site chosen, lowered water within the estuary and reduced flood risk elsewhere; different places had quite different localised effects. Flood storage below the Humber Bridge had a negligible effect until 2046 when sea levels had risen more.

Raising defences estuary wide had the negative effect of increasing levels upstream on the tidal rivers and communities far upstream on the tidal rivers would be impacted.

Consideration was given to technical feasibility as well as the case for economics and funding, which highlighted the need for additional Partnership Funding which in turn unlocked further national investment.

Consideration was given to the siting of a tidal barrage across the Estuary in several places and the effect on tidal surge and upstream flood water. Siting of a tidal barrage across the Trent and Ouse were also part of the considerations.

Attendees were also asked to think the unthinkable, particularly in terms of a business as usual H++ climate change scenario.

The EA project team will now begin the complex task of formalising, analysing and summarising the outputs of these sessions. From now through to May, the results will be reviewed by different levels of the Humber2100+ project governance groups. Once this process has been completed, the Agency hopes to share a full workshop summary with all attendees, probably early June.

A lot of the material shared yesterday, including interim modelling results, is sensitive and/ or still under review. The Agency requests this information is not shared outside the Humber FRMS partnership until they have produced the final workshop summary.

It is the Agency's expectation that much of the information shared at the workshops will ultimately be made public as part of the first round of consultation later this year.

3. Financial Report

Recommendations

- To note the information contained in this report
- To approve Section 1 of the AGAR
- To approve the Accounts for the Year Ended 31 March 2020
- To approve Section 2 of the AGAR
- To approve the schedule of payments

3.1 Rating Report

Details of the Rates and Special Levies issued and payments received up to and including 31 March 2020: -

	£	£
Balance Brought forward at 1 April 2019		<u>NIL</u>
2019/2020 Drainage Rates and Special Levies		
Drainage Rates		21,292.16
Special Levies		
East Riding of Yorkshire Council	5,490.00	5,490.00
Total Drainage Rates Due		<u>26,782.16</u>
Less Paid:-		
Drainage Rates		21,292.16
Special Levies		
East Riding of Yorkshire Council	5,490.00	5,490.00
Total Drainage Rates Paid		<u>26,782.16</u>
Balance Outstanding as at 31 March 2020		<u>NIL</u>

3.2 Audit

3.2.1 Internal Audit

The Internal Audit of the Board's financial statements for the year ended 31 March 2020 is underway and is expected to be completed before the meeting. A copy of the report will be available for inspection at the meeting.

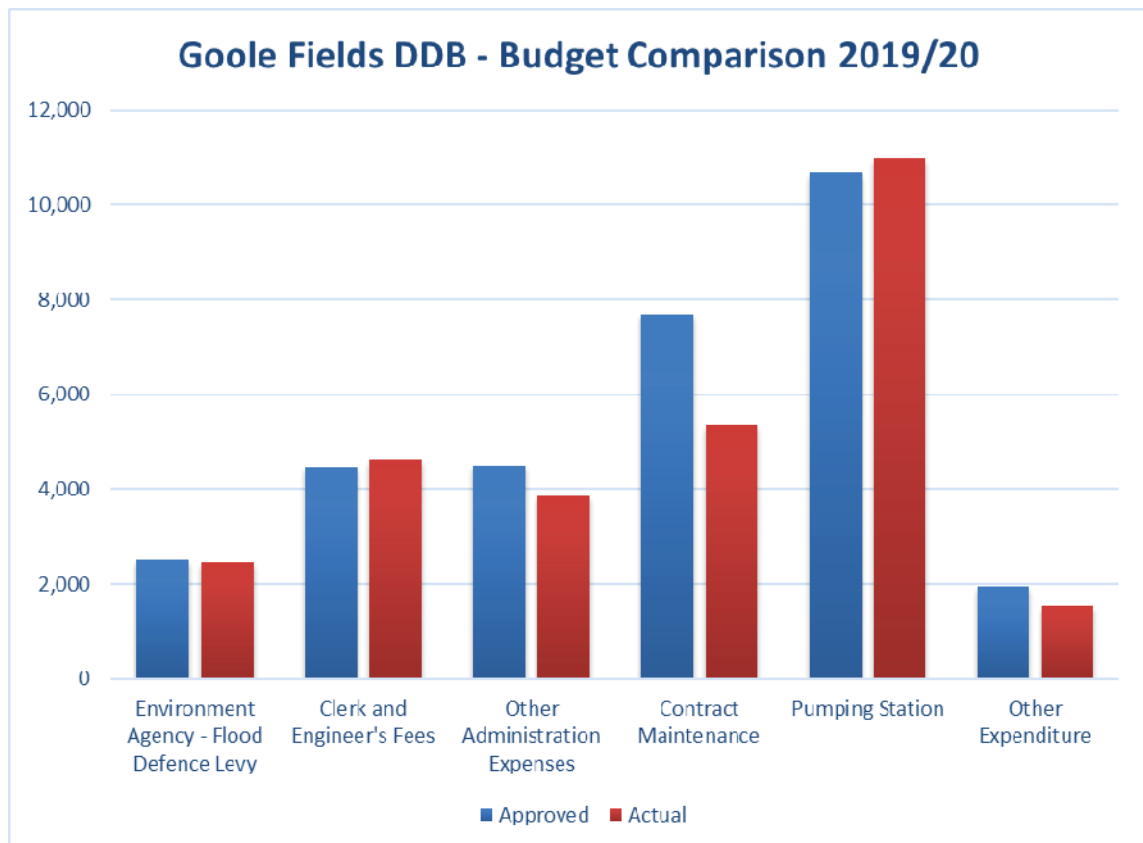
3.3 Annual Governance and Accountability Return (AGAR) Section 1 -Annual Governance Statement 2019/20

Members are asked to review and approve Section 1 of the AGAR which can be viewed at Appendix B.

3.4 Accounts for the Year Ending 31 March 2020

The accounts for the year ending 31 March 2020 are included as a separate item in your pack.

3.5 Budget Comparison for the Year Ended 31 March 2020



3.6 Annual Governance and Accountability Return (AGAR) Section 2 - Financial Statements 2019/20

Members are asked to review and approve Section 2 of the AGAR which can be viewed at Appendix B.

3.7 Five Year Budget Comparison

The five-year forecast of income and expenditure is shown below.

Goole Fields District DB	0`	0	1	2	3	4	5
Revenue Account	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	App	Estimated Out-Turn					
	Budget						
	£	£	£	£	£	£	£
Income							
Drainage Rates	24,094	24,094	24,094	24,094	24,094	24,094	24,094
Special Levies - EYRC	6,213	6,213	6,213	6,213	6,213	6,213	6,213
Bank Interest, consents etc	2	2	2	2	2	2	2
Total Income	30,308	30,308	30,308	30,308	30,308	30,308	30,308
Expenditure							
Flood Defence Levy	2,527	2,527	2,527	2,603	2,603	2,603	2,681
Clerk & Engineers Fees	4,484	4,484	4,484	4,750	4,750	4,750	4,750
Other Administration	3,425	3,425	3,528	3,634	3,743	3,855	3,971
Maintenance of Drains	7,931	5,511	5,676	5,846	6,021	6,202	6,388
Maintenance of Pumping Station	6,000	6,000	6,000	6,180	6,365	6,556	6,753
Cross Drain PS- Pump Refurb	-	11,000	-	-	-	-	-
Annual Service & Inspection	700	700	721	743	765	788	811
Other Expenditure							
Biodiversity Action Plan etc	447	876	902	929	957	986	1,016
Dempster IDB wayleave	422	422	435	448	461	475	489
Humber Management Scheme	103	106	109	113	116	119	123
Reedness & Swinefleet DB wayleave	618	618	637	656	675	696	716
Consents	-	-	-	-	-	-	-
Total Expenditure	26,657	35,669	25,018	25,900	26,457	27,030	27,698
Surplus/(Deficit)	3,651	(5,360)	5,290	4,408	3,851	3,278	2,610
Balance Brought Forward	29,637	28,736	23,376	28,666	33,074	36,925	40,204
Balance Carried Forward	33,288	23,376	28,666	33,074	36,925	40,204	42,814
Penny Rate in £	21.50p	21.50p	21.50p	21.50p	21.50p	21.50p	21.50p
Penny Rate £1,409	124.88%	65.54%	114.58%	127.70%	139.57%	148.74%	154.57%

3.8 Schedule of all Payments

All Payments made since those in the schedule presented to the board at the previous meeting:

DATE		CHEQUE NO.	REF	PAYEE	DESCRIPTION	TOTAL	
						CHEQUE	
						£	
2019							
Dec	20th	d/d	27	Woldmarsh Buying Group	Supply to Cross Drain PS	1,526.51	*
	31st	d/d	-	NatWest	Bank Fees	5.00	*
2020							
Jan	7th	000462	28	Half Moon Inn	Meeting Expenses	25.00	*
	9th	000463	29	B W Dougherty & Sons	Grease	323.26	*
		000464	26	Dempster District IDB	Precept	404.59	*
		000465	23	Danvm Drainage Commissioners	Cardnet Fees	29.82	*
		000466	24	Humber Nature Partnership	Membership Fees	123.60	*
		000467	25	Reedness & Swinefleet DB	Swinefleet Warping Drain - Annual Contribution	600.00	*
		000468	30	JBA Consulting	1/4 Salary & Expenses	1,533.80	
	31st	d/d	-	NatWest	Bank Fees	5.00	*
Feb	20th	d/d	33	Woldmarsh Buying Group	Membership Fees, etc.	397.03	*
	27th	000469	32	Complete Weed Control	Maintenance	353.64	*
		000470	31	Elveden Estate & Farms	Diesel for Mobile Pump	541.48	*
	28th	d/d	-	NatWest	Bank Fees	5.00	*
Mar	20th	000471	34	JP Canty	Maintenance	5,935.80	
		000472	35	Towergate Insurance	Insurances	39.20	
	23rd		36	Woldmarsh Buying Group	Supply to Cross Drain PS	4,177.48	*
	31st	d/d	-	NatWest	Bank Fees	5.00	*
Apr	24th	000473	1	JBA Consulting	1/4 Salary & Expenses	1,661.24	
	30th	d/d	-	NatWest	Bank Fees	1.75	*
May	20th	d/d	4	Woldmarsh Buying Group	Membership Fees	81.02	*
	22nd	000474	37,39	Danvm Drainage Commissioners	Website Hosting Fee, etc.	36.88	
		000475	38	Goole & Airmyn IDB	Mobile Pump Hire	771.43	
		000476	3	Towergate Insurance	Insurances	478.20	
		000477	2	Environment Agency	Flood Defence Levy	2,453.00	
Total Amount of all payments						21,514.73	
*Total Amount of direct debits and cheques sent out signed by the Clerks						8,605.18	

4. Engineer's Report

Recommendations

- Members note the information in the report.
- Board ratify decision to repair Cross Drain pump (Item 4.1.1)
- Board consider position in relation to Natural England (Item 4.1.3)

4.1 Asset Management

4.1.1 Cross Drain Pumping Station

Perry's Pumps visited site and removed one pump from the station in April and is due to be returned into operation early June.

The suction bell mouth was detached from the bottom of the pump which they managed to retrieve, as suspected the bottom bearing is really badly worn as is the impeller.



Overhaul of the impeller, impeller housing, replacing bottom bush and top thrust bearings is estimated at £11,000.00 + VAT and Perry's are in the process of arranging haulage/lifting to return and re-commission.

Board funding is available but the Board are asked to ratify the decision to progress the essential repairs, as well as consider residual budgets and the drainage rate in preparation for January 2021.



4.1.2 Ordinary Watercourse Maintenance

COVID-19 and Essential Worker Letters

Essential Worker Letters could be issued to the Board's chosen Contractor if required.

During the outbreak all JBA offices remain open and we continue to deliver our services. However, we have adopted flexible working with remote working from home. We will be receiving and reading email as normal but we may not always be available directly on the office number.

Electrical and other pumping station inspections continue following Government guidelines.

Essential Activities

- The IDBs most essential activity is to permit flow (however, this is permissive and not a duty) as well as reduce flood risk.
- IDBs fall within 3 of the Government criteria for essential workers; local government, food and utilities.
- For on-going construction sites IDBs may be required to attend site to facilitate safe closure / handover following Government safety guidelines on social distancing. Use of technology such as FaceTime, Skype or Teams could be used where feasible, or phone call and pictures.
- For obstructions to flow; landowners / residents could also follow the above before determining whether a site visit is essential.
- Pump stations should be monitored via telemetry and visits to pump stations limited to once a week accept if an asset fails.
- Critical locations / grids could be monitored on a regular basis (as well as obstructions) Additional visits only where essential; prior to a potential rainfall event, reacting to an obstruction to flow that may or is causing injury, works to remove an obstruction, works to reduce flood risk and prevent an obstruction.

4.1.3 Natural England

The Notes of the meeting with the Natural England on 5th December 2019 as well as Natural England's response dated 24th January 2020 can be found at Appendix C.

The planned meeting with the Board and Natural England representatives is pending due to coronavirus. Depending on Government guidelines and timescales; Microsoft Teams video conference maybe an alternative to consider and arrange.

In preparation for the meeting, the following position is recommended to the Board:

- Water levels on the Moors are held artificially high to improve condition of the SSSI; as are water levels held artificially low to improve drainage on surrounding land drainage systems.
- Reasonable consideration should be given to reviewing and improving bunds / connectivity between the Moors and Goole Fields landowners to reduce the risk of flood waters from an existing area of compounded water impacting owners in future. A review of which we understand is already underway, and therefore suggest a commitment moving forwards from Natural England to reduce the risk of future flooding would be favourable.
- The meetings notes indicate that there was a period of time where pump failure occurred. If there is no Duty to pump and all reasonable steps were taken by Natural England to resolve pump failure; even though there was a time delay in securing a Contractor; then a commitment moving forwards on how Natural England intend to mitigate pump failure would be suggested.



4.1.4 Parish Council Temporary Pump

We have been in discussion with representatives of the Parish Council to assist with their grant application for a temporary pump.

The Parish Council intend to operate and maintain a temporary pump. Deployment of the pump would be determined by the Parish Council in those areas of the District that require assistance; but only in agreement with downstream owner/occupiers and/or where all reasonable steps are taken to avoid injury to others who would not have experienced injury without pumped intervention.

We look forward to feedback on whether the Parish Council application has been successful.

4.2 Planning, pre-application advice and consents

4.2.1 Planning Applications

Nothing to report.

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

Nothing to report.



5. Environmental Adviser's Report

Recommendations

- Members note the information in the report.

5.1 Legislation

Nothing to Report.

5.2 Biodiversity Action Plan 2015-2020 and Eel (England & Wales) Reg 2010

Nothing to Report.

6. Health and Safety Report

6.1 Accident, incidents and near misses

No reported accidents, incidents or near misses.

7. Any Other Business by Leave of the Chairman

8. Date of Next Meeting

Suggested date: 12 Jan 2021



9. APPENDIX A – Standing Orders

A copy of the draft Standing Orders can be found over the following pages.



Goole Fields

District Drainage Board



Goole Fields

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Proceedings of the Board



Goole Fields

District Drainage Board



Goole Fields

District Drainage Board

RULES made by the Goole Fields District Drainage Board with the approval of the Secretary of State under Paragraph 3(1) of the Second Schedule to the Land Drainage Act, 1991. The relevant statutory provisions governing the proceedings of an Internal Drainage Board are set out in the Annex to these Rules for reference purposes

Regulations as to Proceedings

1. Meetings of the Board will be open to the public and press who will on the invitation of the Chairman be able to speak at the meeting. The Board can name a resolution to exclude the public and/or press from a meeting or part thereof:-
 - (a) Every third year, following an election of members, the Board will hold a Meeting at which the election of Chairman and Vice Chairman will be made.
 - (b) The Board will hold a meeting at which the drainage rate and special levies will be set to enable the latter to be served on the special levy council by no later than the 15th February in respect to the following financial year.
 - (c) In the event of the need for an emergency meeting the notice will be waived.
2. For each meeting, other than one arranged as an emergency meeting, members will receive an Agenda and any accompanying papers by post or other means despatched at least seven days before the meeting.
3. No business shall be transacted by the Board, other than that which appears on the Agenda, unless 75% of the members present agree to any such additional issue being discussed.
4.
 - (a) A formal meeting of the Board cannot be conducted unless one third of the current members, but a minimum of three, are present at the start of and during the meeting (currently three). If departures reduce the number below three then the Chairman will terminate the meeting at that point.
 - (b) All resolutions and proposals will be decided by a majority of votes of the members present.
 - (c) In the case of an equality of votes at any meeting, the Chairman for the time being of such meeting shall have a second or casting vote.
5. The Board shall meet at a venue to be determined from time to time with such venue being confirmed in the agenda for that meeting.
6. The Board shall, as soon as they conveniently can, appoint a Chairman and Vice-Chairman. The term of office of such Chairman and Vice Chairman shall continue until the first meeting of the Board after the next election following his appointment
7. If any vacancy occurs in the office of Chairman or Vice-Chairman, the Board shall as soon as they conveniently can after the occurrence of such vacancy, choose some one of their number to fill such vacancy.
8.
 - (a) At any meeting of the Board the Chairman, if present, shall preside.
 - (b) If the Chairman is absent from a meeting of the Board, the Vice-Chairman, if present, shall preside.



Goole Fields

District Drainage Board

- (c) If at any meeting of the Board both the Chairman and Vice-Chairman are not present at the time the members present shall choose from someone of their number to be Chairman of such meeting.
9. The Board shall cause Minutes to be made of all meetings and recorded in an appropriate form:-
- (a) of all appointments of Officers made by the Board
 - (b) of the names of the members present at each meeting of the Board and Committees or Sub-Committees of the Board
 - (c) of all orders made by the Board and Committees or Sub-Committees of the Board, and
 - (d) of all resolutions and proceedings of meetings of the Board and of Committees or Sub-Committees of the Board
- The Board will approve, with or without amendments, the minutes of the preceding meeting and these will be duly signed by the Chairman together with any financial statements presented at the meeting
10. All proceedings, resolutions and reports of every Committee or Sub-Committee intended to be laid before the Board shall be circulated among the members of the Board at least seven days before the meeting of the Board at which the same are to be submitted

Committees or Sub-Committees

11. The Board may appoint such Committees or Sub-Committees as they think fit but all acts of any Committee or Sub-Committee shall be subject to the approval of the Board unless the Board has delegated its powers to that Committee or Sub-Committee to deal with specific issue
12. A Committee or Sub-Committee may elect a Chairman of their meetings. If no such Chairman is elected, or if he is not present, the member present shall choose from one of their number to be Chairman of such meeting.
13. A Committee or Sub-Committee may meet and adjourn as they think proper. Proposals at any meeting shall be determined by a majority of votes of the members present, and shall be decided by a show of hands. In case of any equal division of votes the Chairman shall have a second or casting vote.
14. Regulations 9 and 10 shall apply to Minutes of Committees and Sub-Committees

Standing Orders

Order of Debate

15. Every proposal or amendment, other than a proposal for the approval of a Committee or Sub-Committee, shall be proposed and seconded and shall, if required, be written out and handed to the Chairman who shall read it out before it is further discussed or put to the meeting.
16. The Chairman will invite members to speak on the subject under discussion.



Goole Fields

District Drainage Board

17. Members must declare whether they have an interest in a matter to be discussed, the Chairman then deciding what if any part of the member can take in any ensuing discussion and whether the member can vote.
18. A proposal or amendment once made shall not be withdrawn without the consent of the Board.
19. Every amendment shall be relevant to the proposal to which it is applied.
20. Whenever an amendment upon an original resolution has been proposed and seconded, no second or subsequent amendment shall be moved until the first amendment shall have been dealt with, but notice of any number of amendments may be given.
21. If an amendment is rejected then other amendments may be proposed on the original resolution or proposal.
22. If an amendment is carried the proposal as amended shall take the place of the original proposal and shall become the question upon which any further amendment may be moved.
23. No proposal to rescind any resolution which has been passed within the preceding six months, nor any proposal to the same effect as any proposal which has been negatived with the preceding six months shall be in order unless; (a) notice thereof has been given and specified in the Agenda and (b) the notice bears, in addition to the name of the member who proposed the resolution, the names of two other members; and when such resolution or proposal has been disposed of by the Board, it shall not be competent for any member to propose a similar proposal within a further period of six months.
24. Order 23 shall not apply to proposals which are moved by the Chairman or other members of the Committee or Sub-Committee in pursuance of the report of the Committee.

Common Seal

25. The Common Seal of the Board shall be kept in some safe place. All deeds And other documents to which the Common Seal of the Board shall require to be affixed shall be sealed in pursuance of the Board, and in the presence of both the Chairman and the Clerk of the Board.
26. Copies of all sealed documents must be retained.

Suspension of Standing Orders

27. Any one or more of the standing orders, in any case of urgency or upon resolution or proposal made on a notice duly given, may be suspended at any meeting, so far as regards any business at such meeting, provided that 75% of the members of the Board present and voting are in agreement



Goole Fields

District Drainage Board

Special Circumstances – Coronavirus *

28. In relation to any meeting held before 7th May 2021, "presence" at a meeting includes physical attendance and being present through remote attendance. "Remote attendance" means attending or participating in a meeting by electronic means, including by one or more of the following:
- i) telephone conference,
 - ii) video conference,
 - iii) live webcast,
 - iv) live interactive streaming.
29. In relation to any meeting held before 7th May 2021, regulation 5 is suspended, and the Board shall instead provide members with relevant details to enable members to attend and participate in meetings, including remotely. The board shall provide confirmation of these details in the agenda. For these purposes, "details" includes one or more of the following:
- i) the venue,
 - ii) the availability of a telephone conference facility and the manner of accessing such facility,
 - iii) the availability of a video conference facility and the manner of accessing such facility,
 - iv) the availability of a live webcast facility and the manner of accessing such facility,
 - v) the availability of a live interactive streaming facility and the manner of accessing such facility.

*Clauses 28 and 29 were added to the Board's proceedings on 17 April 2020.



Goole Fields

District Drainage Board

STATUTORY PROVISIONS REGARDING THE PROCEEDINGS OF AN INTERNAL DRAINAGE BOARD SET OUT IN PARAGRAPH 3 OF SCHEDULE 2 TO THE LAND DRAINAGE ACT 1991.

Proceedings of Internal Drainage Board

3. **(1)** An Internal Drainage Board may, with the approval of the relevant Minister, make Rules:-
- (a) for regulating the proceedings of the Board, including quorum, place of meetings and notice to be given of meetings;
 - (b) with respect to the appointment of a Chairman and Vice-Chairman.
 - (c) for enabling the Board to constitute committees; and
 - (d) for authorising the delegation to committees of any of the powers of the Board and for regulating the proceedings of committees, including quorum, place of meetings and notices to be given of meetings.
- (2)** The first meeting of an Internal Drainage Board shall be held on such day and at such time and place as may be fixed by the relevant Minister; and the relevant Minister shall cause notice of the meeting to be sent by post to each member of the Board not less than fourteen days before the appointed day.
- (3)** Any member of an Internal Drainage Board who is interested in any company with which the Board has, or proposes to make, any contract shall
- (a) disclose to the Board the fact and nature of his interest; and
 - (b) take no part in any deliberation or decision of the Board relating to such contract;

And such disclosure shall be forthwith recorded in the Minutes of the Board.

- (4)** A Minute of the proceedings of a meeting of an Internal Drainage Board, or of a Committee of such a Board, purporting to be signed at that or the next ensuing meeting by a describing himself as, or appearing to be, the Chairman of the meeting to the proceedings of which the Minute relates:-
- (a) shall be evidence of the proceedings; and
 - (b) shall be received in evidence with further proof
- (5)** Until the contrary is proved –
- (a) every meeting in respect of the proceedings of which a Minute has been so signed shall be deemed to have been duly convened and held;
 - (b) all the proceedings at any such meeting are the proceedings of a committee, the committee shall be deemed to have been duly constituted and to have had power to deal with the matters referred to in the minute.
- (6)** The proceedings of an Internal Drainage Board shall not be invalidated by any vacancy in the membership of the Board or by any defect in the appointment or qualification of any member of the Board.



Goole Fields

District Drainage Board

At the Meeting of the Board held on 16th June 2020 the Board Resolved to accept the foregoing Standing Orders.

Signed and Sealed on 16th June 2020

...(Signed)..... **Chairman**

...(signed)..... **Clerk**

**ANCHOLME, GOOLE AND AIRMYN, GOOLE FIELDS, SCUNTHORPE &
GAINSBOROUGH, SOW AND PENK INTERNAL DRAINAGE BOARDS**

STANDING ORDERS

The Secretary of State for Environment, Food and Rural Affairs, by virtue of the power contained in paragraph 3 of Schedule 2 to the Land Drainage Act 1991, HEREBY APPROVES these standing orders.



C A Tidmarsh
for and on behalf of the
Secretary of State
Date: 17 April 2020



10. APPENDIX B – Sections of the AGAR

Copies of the relevant sections of the Annual Governance & Accountability Return can be found over the following pages.

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

GOOLE FIELDS DISTRICT DRAINAGE BOARD
ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for 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 2020, that:

	Agreed		'Yes' means that this 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.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	
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 authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	
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.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>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.</i>	
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>	
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 authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>	
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	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Other information required by the Transparency Codes (not part of Annual Governance Statement)

Authority web address

WWW.SHIREGROUP-IDBS.GOV.UK ORITY WEBSITE ADDRESS

Section 2 – Accounting Statements 2019/20 for

GOOLE FIELDS DISTRICT DRAINAGE BOARD

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward	27,685	30,592	<i>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.</i>
2. (+) Precept or Rates and Levies	26,782	26,782	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	2	152	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	0	0	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	23,877	28,790	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	30,592	28,736	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	34,671	28,148	<i>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.</i>
9. Total fixed assets plus long term investments and assets	150,000	150,000	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council, as a body corporate, 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>

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

11. APPENDIX C – Correspondence with Natural England

Details of the meeting that took place on 5 December 2020 along with Natural England's response can be found over the following pages.

Goole Fields DDB, Owner/Occupiers and Natural England Meeting 5th December 2019

Attendees

Goole Fields Chairman - Mr Michael Dougherty -
Goole Fields Board Members – John Barker, Martin Belton, John Oldridge, Douglas McTaggart
Mr Charles Tindall – ratepayer
Mr Fred Cawkwell – ratepayer
Mr Michael Glew – ratepayer
Mr Andrew Wraith – Land Agent
Mr Tim Kohler – Natural England
Mr Ian Benn – Clerk to the Board
Mr Paul Jones – Engineer to the Board

Purpose

To understand the current position and forward outlook from Natural England in relation to water being held on Thorne Moors adjacent Goole Fields which is causing injury to adjacent owner/occupiers.

Overview

- Water is being retained in the northern area of Thorne Moors adjacent Goole Fields to improve the condition of the SSSI.
- There is a historical bund between the retained water and Goole Fields which is owned by multiple owner/occupiers.
- Water is being retained several feet above historical levels, (Note: water levels were held significantly lower to facilitate peat extraction).
- Natural England have to utilise pumps to effectively balance water levels on the Moor to maintain a constant water level for the SSSI and assist in removing excess rainfall. Unfortunately the 'new' pump that was installed as part of the water level management plan has not been operating for several months, resulting in the old diesel pump being pressed back into service.
- Surface and ground water from the retained area is escaping from the SSSI and causing injury to adjacent owner/occupiers which is exaggerated during intense rainfall events.
- Notable injury has been caused during in 2017 and 2019 during exceptional rainfall.
- Owner/occupiers have the right to claim for injury through the Land Drainage Act 1991 (as amended) via the Upper Land Tribunal. The DDB is not an owner/occupier and therefore cannot pursue any claims for injury.
- The Goole Fields DDB Pumping Station is not designed to accommodate the excess water escaping from the SSSI. Shipcote Gravity outfall is restricted by the River Humber tidal cycle. The DDB pump station discharges into the Warping Drain at 165 litres per second up to a maximum of 250 litres per second.

Natural England Overview of Current Position

- The old diesel pump is currently operational
- The new diesel pump is non-operational, and M&E Contractors have been contacted to resolve.
- At the beginning of September 2019 it is claimed that water levels were similar to those in 2016
- There is a restriction on flow into Warping Drain for the Natural England pumps by Reedness & Swinefleet DB due to the potential impact on Black Dyke gravity outfall and Reedness village.
- Natural England are currently running a procurement exercise for a package of work to identify effectiveness of WLM plan and issues currently affecting IDBs around the moors

Moving Forwards

- Owner/occupiers were provided with the reporting structure for Natural England as follows:
- Natural England reporting structure noted as: Mr Tim Kohler reports to Mr Neil Pike (Team Leader) who reports to Mr Paul Duncan (Area Manager) who reports to a Senior Leadership Team under the CEO.

- The upcoming review into the effectiveness of WLM plan needs to incorporate the northern boundary injury and water level management issues
- Additional short and medium term solutions need to be identified by Natural England as well as funding to prevent future injury to adjacent owner/occupiers.

Natural England agreed Actions

- Resolve issue with new diesel pump and put into operation
- Continue to operate old diesel pump
- Lower northern area retained water level until water escapement issues have been resolved
- Seek agreement to over pump / increase discharge into Warping Drain from Reedness & Swinefleet DB.

Other notes

- The Chairman requested the Engineer contact Perry's Pumps and regarding a pump vibration issue

24th January 2020

Our ref: Thorne Moors



Mr I Benn
Goole Fields IDB
Epsom House
Chase Park
Redhouse Interchange
Adwick le Street
Doncaster
DN6 7FE

Mail Hub,
Worcester County
Hall,
Spetchley Road,
Worcester,
WR5 2NP

Dear Mr Benn

Without Prejudice

Water Levels on Goole Fields

I am writing with regard to the above and further to your letter of 9th January 2020 addressed to my colleague Mr Neil Pike.

We would be happy to meet to discuss your concerns relating to the levels of water on Goole Fields and your proposals to tackle this. I must emphasise, however, that Natural England do not believe the water levels to be a result of the Thorne Moors Water Level Management Plan (WLMP) nor the associated pumping arrangements.

With regard to the current water levels I highlight the following:

- In the past few months there have been high levels of rainfall and unprecedented flooding in the South Yorkshire area;
- The WLMP, developed on behalf of the IDBs, did not identify such impact on the land concerned;

In answer to queries surrounding the use by Natural England of the pump into the Swinefleet Warming drain:

- Water is pumped off the Moors into Swinefleet Warming Drain to control water levels on the Moors by way of the pump installed as part of the WLMP, or when out of use, a diesel pump;
- Natural England are limited by Reedness and Swinefleet IDB to the amount of pumping allowed into the Swinefleet Warming Drain; and
- Natural England have liaised with Reedness and Swinefleet IDB to obtain agreement for a temporary increase in pumping to accommodate your requests.

As per communications in September 2019 Natural England are instructing a Hydrological survey and this will look at interaction between IDB areas, rainfall data and the WLMP.

With regard to a meeting it would be useful in our discussions to also look at the drain maintenance records of the Goole Fields area over the last 5 years and that which is proposed. In terms of dates Tim Kohler will be in touch shortly to arrange.

Yours sincerely



Louise Hardcastle MRICS FAAV
Land Agent, National NNR Estates and Procurement Team
Working days: Monday to Wednesday.
Tel: 07786 668675

Mr Benn
Goole Fields IGB
Egerton House
Chase Park
Rosedale, Harrogate
North Yorkshire
YO21 2EJ

Without prejudice

Dear Mr Benn

Water Levels at Goole Fields

I am writing with regard to the above and further to your letter of 9 January 2020 addressed to my colleague Mr Neil Piles

We would be happy to meet to discuss the concerns relating to the levels of water on Goole Fields and your concerns to tackle this. I must apologise however that Natural England do not believe the water levels to be a result of the Tonne (M) or Water Level Management Plan (WLM) or the associated pumping arrangements

With regard to the current water levels I highlight the following

- The water levels in the past few months have been high levels of rainfall and ungrounded flooding in the 2.5m to 3m areas
- The WLM developed on behalf of the IGBs did not identify such impact on the land

In our view to queries surrounding the use by Natural England of the pump into the Swinefleet Viding drain

- Water is pumped off the drain into Swinefleet Viding Drain to control water levels on the Moor by way of the pump installed as part of the WLM or when out of use, a diesel pump. Natural England are limited by Reeds and Swinefleet IGB to the amount of pumping allowed into the Swinefleet Viding Drain, and
- Natural England have liaised with Reeds and Swinefleet IGB to obtain agreement for a temporary increase in pumping to accommodate your requests

As per communications in September 2019 Natural England are instructing a Hydrological survey and this will look at the balance between IGB areas, rainfall, etc and the WLM



Shire

Group of IDBs

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Saltaire
Skipton
Tadcaster
Wallingford
Warrington**

