

**RIVER LUGG INTERNAL DRAINAGE BOARD**

**MINUTES OF THE MEETING OF THE BOARD**

**Held on Thursday 19<sup>th</sup> January 2017 at 10.30 a.m. at 7Y Business Centre, Leominster**

**PRESENT:**

**Board Members:**

Mr Charles Pudge – Chairman  
Mr John Smith – Vice Chairman  
Lord John Cawley  
Ms Zita Chilman  
Mr Stephen Dale  
Mr Nick Helme  
Major James Hereford  
Mr Jim Lawrence  
Mr Dick Makin  
Mr Kenneth Mitcheson  
Mr Geoff Sparey  
Cllr John Hardwick  
Cllr Felicity Norman

**HOOPLE LTD OFFICERS IN ATTENDANCE**

Mrs Audrey Harris – Responsible Finance Officer (RFO)  
Ms Adrienne Davies – Clerk to the Board (CB)  
Mr Les Harrison – Area Engineer  
Mrs Liz Chandler – Minute Taker (LC)

**APOLOGIES FOR NON-ATTENDANCE**

Apologies received from Board Members Mrs N Davies, Mr M Davies, Cllr B Baker, Cllr R Phillips, Sarah Olney and Mr D Trumper of Hoople Ltd.

**16/044 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**16/045 CHAIRMAN ANNOUNCEMENTS**

The Chairman asked the Board Members to stand for a minute silence in remembrance of Cllr Peter McCaull who passed away in December.

The Chairman congratulated Major James Hereford for his MBE for his services to the Army and Rural Community.

**16/046 MINUTES OF THE MEETING HELD ON 20<sup>th</sup> OCTOBER 2016**

The minutes of the meeting were approved as an accurate recording of the meeting.

**16/047 MATTERS ARISING FROM THE MINUTES**

The Area Engineer informed the Board there was no update available on the demaining at Wormbrook and Allensmore as the matter is with the Environment Agency.

The Clerk tabled a report regarding improvements that could take place to the data within the Drainage Rating system (DRS).

The Clerk recommended to the Board that extra administration be sourced to take the initial identified improvements forward. The estimated cost over a 12-month period would be £12,600k, in addition to this if required any associated costs from external agencies such as land registry (the estimate for this was £5,000k). A data sharing agreement with the Rural Payments Agency (RPA) is being pursued.

It was proposed by Major J Hereford and seconded by Ms Z Chilman to accept the recommendation and that this is to be funded from the reserves. The Clerk advised that monthly progress would be provided to the Board.

All Board Members were in favour and unanimously agreed.

**Action: Clerk to provide regular reports to the Board**

**16/048 REPORT OF THE AREA ENGINEER TO THE BOARD**

The Area Engineer reported that the flail mowing programme was completed in mid-October with 99% of the work being carried out. It was noted that major works took place on the Lower Wye area as it was overgrown, and it took 10 days to clear.

### **Curl Brook Culvert**

The Area Engineer advised that works have been carried out at Lowe Farm to replace the culvert, installing 900mm diameter pipes.

### **Aston Brook Culvert**

The Area Engineer advised that works have been carried installing a 2m extension.

The Area Engineer reported an expenditure as of 31<sup>st</sup> December as £122k.

### **Public Sector Co-operation Agreement**

The Environment Agency requested the RLIDB to remove some blockages at River Frome at Dormington, this has subsequently been approved by Natural England and the works have now been carried out which was approved this week and the blockages have now been removed.

### **Annual Maintenance Programme**

The annual Maintenance Programme which was proposed by Mr D Makin and seconded by Lord J Cawley was approved by all Board Members.

### **Land Drainage Consents.**

No applications were received during the period.

The Area Engineer informed the Board of a discussion with a business owner on Southern Avenue Industrial Estate about the possibility of culverting an 80m length of Leominster Compensation Ditch. This would allow greater equipment storage area for the business owner. The Area Engineer confirmed to the Board he would be happy with the suggestion with the exception they have responsibility to remove the rubbish from the drain and will await the Land Drainage Consent.

### **Rainfall Figures**

The Area Engineer thanked Richard Corbett and the Environment Agency for provided the rainfall figures.

### **Planning Matters**

The Board's interests were not adversely affected by any of the listed applications.

The Chairman thanked the Area Engineer for his continued support.

### **16/049 Finance Reports**

The Responsible Finance Officer (RFO) advised the Board of a revised collection rate. The collection rate has risen from 73% to 87%. The outstanding amount of bills as of 31<sup>st</sup> January 2017 stands at £8,982k. The RFO tabled the list of outstanding bills.

The Board Members unanimously approved the Chairman signing the schedule of bills.

The Chairman asked the RFO to review the Special Interest Bearing Account as felt it was earning little interest.

**Action: RFO**

The RFO advised the forecast includes an invoice for £4.5k for engineering advice that it continues to be in dispute and will provide an update at the next Board meeting.

**Action: RFO**

### **Penny Rate and Budget Setting for Next Year**

The RFO recommended an increase in the penny rate for River Lugg from 8.25p to 8.50p and an increase for Lower Wye from 2p to 2.5p.

The recommendation was proposed by Major J Hereford and seconded by Ms Z Chilman. All the Board Members were in favour and unanimously agreed.

### **16/050 Risk Management and Health and Safety**

The Clerk presented the risk register to the Board for consideration. The Clerk advised that some of the Health and Safety risks have come down, due to the Health and Safety policy being signed off. Mr N Helme has accepted the position of Health and Safety representative and the first Health and Safety meeting will take place in March.

Mr S Dale left the meeting at 12:03

### **16/051 Update on ADA Marches Branch**

Major J Hereford informed the Board that Association of Drainage Authorities (ADA) are keen for RLIDB to resurrect the Severn Wye and allow small branches on the Severn to join the branch if they wish. It was proposed by Mr D Makin and seconded by Major J Hereford to resurrect set up of the Branch. All Board Members in favour and unanimously agreed.

Ms Z Chilman is appointed as the RLIDB representative for the Severn Wye Branch.

**16/052 Hoople Contract**

The Chairman advised the Board that the contract between Hoople and RLIDB expires on 31<sup>st</sup> March 2019. At the third year of the contract the Board can agree to extend the contract by a further 2 years at the end of the 5 year period.

Major J Hereford proposed and Mr D Makin seconded to continue the contract with Hoople and agreed to extend the contract by a further 2 years and all Board Members were in favour.

**016/053 Any Other Business**

The Chairman advised the Board that he had discussed with the Area Engineer retirement and the Area Engineer confirmed he was happy to continue working for the RLIDB. The Area Engineer felt it was not necessary to start training anybody as yet, as only a short period of training would be necessary. All the Board Members were all in favour.

The Chairman asked Mr K Mitchenson to pass on congratulations on behalf of the Board to Mrs Mitchenson for her award for her contribution with flooding.

**May Inspection**

The Board members suggested some available dates in May and it was agreed to it was agreed to circulate the date to all Board members once confirmed.

**Action: LC**

**16/054 Date of Next Meeting**

The date of the next meeting will take place on Thursday 20<sup>th</sup> April 2017.

**Chairman**



**Clerk**

