



RIVER LUGG INTERNAL DRAINAGE BOARD

MINUTES OF THE BOARD MEETING HELD VIRTUALLY ON 16 JULY 2020 AT 10.30AM VIA MICROSOFT TEAMS

Board Members:

Mr Charles Pudge
Ms Zita Chilman
Mr Kenneth Mitcheson
Mrs Noorissa Davies
Cllr Sebastian Bowen
Cllr Roger Phillips
Cllr Elissa Swinglehurst
Cllr David Summers
Cllr Christy Bolderson
Cllr Toni Fagan
Lord Cawley
Major James Hereford

HOOPLE LTD OFFICERS IN ATTENDANCE

Ms Adrienne Davies – Clerk to the Board (AD)
Ms Audrey Clements – Responsible Finance Officer (AC)
Mr Les Harrison – Engineer (LH)
Ms Kerry Lawrence – Minutes (KL)

APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Cllr Hardwick, Mr Richard Corbett, Cllr Stone, Cllr Jinman and Mr James Makin.

20/012 DECLARATION OF INTERESTS

There were no declarations of interest.

20/013 CHAIRMAN'S ANNOUNCEMENTS

There were no announcements made by the Chairman.

20/014 CONFIRM THE MINUTES OF THE MEETING HELD ON 16 APRIL 2020

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

Cllr Fagan confirmed she had made contact with Herefordshire Wildlife Trust regarding the Biodiversity Action Plan consultation and passed their contact details onto the Clerk. The Engineer advised that he will ensure the Environmental Advisor makes contact as part of his networking.

The Clerk confirmed RLIDB is responding to the pandemic in the same way as other IDB's as discussed at the recent ADA meeting and acknowledged that other IDB's had been in a more fortunate position and were able to continue to work.

All other actions were complete.

20/015 AREA ENGINEER REPORT

Report of the Engineer to the Board

The Engineer explained that maintenance work had been severely affected by the pandemic with the loss of approx. 5 weeks of working time, however, it was possible to resume work in the middle of May when maintenance on the following watercourses commenced:

- Moor Brook (Monkland) - Management of bank-side vegetation, removal of flood-washed debris and part de-shoaling.
- Larport Ditch – Management of bank-side vegetation and de-silt.
- Wellington Brook – Management of bank-side vegetation, blockage removal and part de-silt. The Engineer reported Dick Makin passed on comments from the community of Wellington that they were pleased with the work carried out.

The Engineer confirmed that the mowing programme had commenced.

The Engineer reported expenditure to 30 June 2020 as £18,295.

Wyatt Lane

The Engineer reported that he was advised that earth works were in progress in a field on Wyatt Lane, adjacent to the Little Lugg (Wyatt Section). The land owner was advised that any such work within 9 metres of the bank of the watercourse required Land Drainage Consent and he agreed to comply with Board's requirements.

Pontrilas Sawmills

As previously reported, waste tipping had taken place alongside a Board controlled watercourse at Pontrilas and the landowner agreed to remove all of the tipped material by the end of August

Environmental Works

The Environmental Advisor has been involved with the work at Larport Ditch and proposed work on Curl Brook Lateral No. 4 to demonstrate environmental improvements made when undertaking maintenance work as required in the Board's Biodiversity Action Plan.

Adoption of Attenuation Pond at Barons Cross

The Engineer advised that the Board has been asked to consider adopting the attenuation pond at Barons Cross which deals with the storm water from the proposed development of approx. 400 plus dwellings. The proposal is that storm water from the development will run into the attenuation pond approximately 150 x 100 metres in size, which will then discharge to the Board's Ebnall Ditch.

It was previously agreed with HCC that the Board would consider adopting such structures within its area and although this is just outside the Board's boundary, the Engineer felt it was worth considering since it discharges to a Board controlled watercourse. The maintenance is worth £200k for a period of 60 years based on an estimated annual cost of £4k per year.

The Engineer advised that the Board would be able to employ a chartered engineer to monitor the construction of the whole drainage system to ensure that it has been constructed to a high standard, prior to adoption.

After some discussion, the board agreed the proposal in principle but further clarity was required in terms of what the Board would be accountable for i.e. pipework maintenance, longer term payment of maintenance in order that an informed decision could be made.

Action: LH

Land Drainage Consents

The Engineer advised that one land drainage application had been received for Monkton Farm, Ocle Pychard but further information was required before determination.

Rainfall Figures

The rainfall figures were appended for information. The Engineer thanked Richard Corbett and the Environment Agency for providing the figures.

Planning Consultations

The following planning consultations were noted:-

- PR2020-006
1 Pinsley Bungalows, Shobdon Airfield, Shobdon, Leominster
Planning application accepted on the condition there is no discharge to any local watercourse.

- PR2020-007
Lodge Farm and Land at Haycroft Farm, Ocle Pychard
Planning objected, awaiting clarity of details around the discharge of storm water.
- PR2020-008
Land at Kingcup Cottage, A49 from Dinmore Manor Lane to Auberrow Lane via Wellington
Planning application accepted on the condition there is no discharge to any local watercourse.

In response to a question in regards to catching-up on lost maintenance and the risks involved, the Engineer advised that the failure to carry out the annual spraying programme would have a major impact and it is anticipated that this will require more mechanical de-weeding during the winter months.

Cllr Swinglehurst added as a member of the Nutria Management Board, the committee were looking at ideas to introduce rural suds, silt-traps to stop the deposition into watercourses and suggested there would be joint benefit if liaison took place.

20/016 FINANCE REPORTS

Covering Report

The RFO reported an underspend due to less maintenance taking place. Bills were issued as normal however payments are slightly behind where expected, thought to be as a result of covid-19. Reminders will be issued and hope to be able to see an improvement in the next quarter.

Internal Audit and Annual Report

The RFO confirmed the audit was carried out by SWAP virtually and tabled the annual report. The audit had gone well with one recommendation in regards to evidencing the Ecological Advisor's qualification. The Clerk took immediate action and this was resolved before the audit was concluded. There were no other concerns raised.

Schedule of Bills

The Board unanimously agreed to the Chairman signing the schedule of bills.

20/017 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2019/20 & INTERNAL AUDIT REPORT

The Clerk requested approval from the Board for the Chairman to sign the Annual Governance Statement which would usually be considered at the April meeting, however the documents were received late due to covid-19. The Board unanimously agreed to the Chairman signing the Annual Governance and Accountability return.

The Board acknowledged the Internal Audit Report.

20/018 RISK MANAGEMENT

Risk Register

The board acknowledged the updated risk register and it was agreed any future changes would be highlighted for ease of reference.

Action: AD

20/019 HEALTH AND SAFETY

H&S Statements April – June

The Clerk advised no work took place in April due to covid and a risk assessment was presented for May.

The H&S meeting had been postponed due to the contractors availability however the Clerk had hoped to have an update at the end of the month and would circulate the minutes after the meeting took place. No concerns had been raised.

It was decided that site audits could reconvene if all the necessary precautions and guidance was followed.

20/020 INSURANCE

New insurance policy option – theft

The Clerk explained as part of the annual insurance renewal, the insurers provided details of an additional insurance for theft for board's consideration. The Board felt this was not necessary as no assets were owned.

20/021 INSPECTION DAY JULY 2020

The Board agreed due to restrictions in relation to covid 19 the inspection day would not take place this year.

20/022 ANY OTHER BUSINESS

Notes ADA Board meeting 3rd July 2019

The Board acknowledged the ADA board minutes.

Kenneth Mitcheson made a request for round-up for the Bodenham Flood Prevention Group to be used as Millcroft Brook as per previous years. The Chairman agreed for the Engineer to provide.

Action: LH

It was noted the ADA conference in November is going to take place via video conference for anyone wanting to join.

DATE OF NEXT MEETING

The date of the next meeting was confirmed for 15th October 2020 at 10.30am.