



Ancholme

Internal Drainage Board

**Board Meeting
Godfrey's Offices
Elsham Top
Brigg
DN20 0NU**

Meeting Papers

Wednesday 3 November 2021, 14:00



Shire

Group of IDBs

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Meeting Papers

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MIEMA

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Rating Officer - Janette Parker

Purpose

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1. Governance

1.1 Election of Chairman

Members are requested to appoint a Chairman.

1.2 Election of Vice Chairman

Members are requested to appoint a Vice Chairman.

1.3 Declaration of Interest

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

1.4 Apologies for Absence

1.5 Minutes of the meeting held on 26 May 2021

Members Present:

Mr J Akrill	JAk
Mr J Anyan	JAn
Mr R Borrill	Chair
Mr S Buckley	SB
Mr C Day	CD
Mr I Dowson	ID
Mr A Godfrey	AG
Mr R Herring	RH
Mr J James	JJ
Mr P Jones	PJ
Mr T Nelthorpe	TN
Mrs H Rowson	HR
Mr C Sherwood	CS
Mr N Sherwood	NS
Mr W Strawson	WS
Mr J Summers	JS

In attendance on behalf of JBA Consulting

Officer:

Mr C Benson	Clerk
Mr P Jones	Engineer
Mr D Blake	Finance Officer
Miss J Parker	Rating Officer

Declaration of Interest

2021.32 NS & CS in Item 4.4.2 and ID in Item 4.4.1.

Apologies for Absence

2021.33 Apologies for absence were received from Mr. H Williams, Mr. J Jackson, Mr. M Storey, Mr. J Barton, Mr. R. Douglas and Mrs J Jackson.



Minutes of the Meeting 13 January 2021

2021.34 Minutes of the meeting held 13 January 2021 were considered. **TN proposed signed as true record, AG seconded.**

Matters arising not discussed elsewhere on Agenda

2021.35 Minutes of the Extra Ordinary Telemetry Meeting held on 16 April 2021 were considered. Clerk advised that the only amendment would be to add Mr W Strawson to the list of attendees. **NS proposed signed as true record, AG seconded.**

Complaints/FOI requests

2021.36 None received.

Clerk Report

2021.37 Policy – Clerk advised DEFRA had now amended Standing Orders so Boards could hold virtual meetings at any time. He then added that the first section had also been amended to state Boards should elect a Chairman and Vice Chairman every year so whilst the current version needed approval by the Board there would be a further approval needed following the reversal back to appointing a Chairman and Vice Chairman every three years in line with the elections. **Approval proposed by NS and seconded by AG.**

2021.38 Election Year – Clerk stated that formal approval to the procedure set out in the meeting papers was required. He then added that AG, as Vice Chair, had made a proposal that, at the same time the election was advertised on the website that information of the election was sent to all ratepayers along with a nomination paper. RH queried the need for that as would result in additional costs. AG stated the reason for the proposal was at the last election nobody applied and existing members were automatically re-elected which to him was personally upsetting and believes there was an obligation to remind everyone of the election so that it was a functioning democratic process. **Approval to above proposed by AG and seconded by NS.**

2021.39 Employee Remuneration – **Approval to suggested increase proposed by TN and seconded by CS.**

Finance Report

The Finance Report previously issued to Members was discussed.

2021.40 Rating Report – FO advised balance at year end was £1,203.10 which was an increase on previous year believed partially due to recent pandemic. He confirmed that the current year's rates had been issued with 33% of rates and 50% of special levy collected to date.

2021.41 Internal Audit – FO advised this was now complete and members had been issued a copy confirming there were no issues.

2021.42 Annual Governance and Accountability Return (AGAR) Section 1 – FO took members through statement. TN enquired if this or any other Board had suffered any hacking or ransomware attack. FO confirmed that no Board within the Group had been with the Clerk adding that no reports had been received from ADA with regard the rest of the industry. **Approval proposed by AG and seconded by CS.**

2021.43 Accounts for the Year Ended 31 March 2021 – FO took members through the accounts attached with the papers. TN asked why there had been an increase to the Biodiversity expenditure and queried the entry ECO Survey & Lincs Biodiversity. FO advised that the Boards Environmental Advisor had undertaken more survey works prior to her operation in December and that the ECO Survey entry related to membership fees. AG queried with regard the Balance Sheet why the Capital Reserve Account was showing £5,000. FO confirmed this was in relation



to the intrusive inspection at Hibaldstow. Eng. confirmed this was funding provided by the EA. CD queried the layout of the telemetry income on the balance sheet and how long this would continue for. FO advised income was received in the financial year 2020/21 but related to the period April to June 2021 so sat on the balance sheet as monies received in advance. He then advised that three Boards were to cease telemetry at the end of June with a further three committed until the end of the financial year. RH queried why there was no significant reduction in administration costs as due to the pandemic meeting and travel costs should be reduced. FO advised the significant increase related to the extended area consenting but that funds would be recovered from North Lincolnshire County Council. RH then queried the lease left on the Office. Clerk believed it had been a 15-year lease which had 10 years left to run but advised he would confirm and email members after the meeting. **Approval proposed by RH and seconded by AG.**

UPDATE: Confirmed Lease was for 15 years, taken out in 2007.

2021.44 Budget Comparison – FO took members through the report.

2021.45 Annual Governance and Accountability Return (AGAR) Section 2 – FO took members through the return. **Approval proposed by TN and seconded JS.**

2021.46 Five Year Budget Estimate – FO advised just for note but made members aware of increase to cost of borrowing which was a result of telemetry and need to carry out capital replacements but then added that figures did not include Grant in Aid funds which had yet to be confirmed.

2021.47 Schedule of Payments – **Approval proposed by RH and seconded by CS.**

Engineers Report

Asset Management

2021.48 Hydraulic Modelling – Information noted with Eng. advising that surveyors currently in Appleby area.

2021.49 Telemetry – Information noted with Eng. confirming that Selby AIDB were to meet the following week. Discussions took place resulting in formal approval for their proposed supplier. **RH proposed accept preferred supplier conditional on Selby AIDB decision, seconded AG, all Members in favour.**

2021.50 Riparian Responsibility Pilot – Information noted. JS asked if Board would receive copy of questionnaires once completed and if Eng could confirm representative in attendance on behalf of WLDC. Eng. advised that a full attendance list was shown on the minutes provided with the meeting papers and that the Board would not receive the questionnaire as it would be distributed to those members within the Group carrying out the study. NS commented that there were difficulties to overcome in getting the riparian responsibility message to developers as they assumed that because they had planning permission, everything else was okay. Eng. concurred stating the first step was to approach the Parish Councils to encourage a collaborative approach moving forwards.

Water Level Management

2021.51 Low Farm Outfall – Eng advised that options were being considered for access as problems had been faced over winter whilst undertaking refuelling. He stated that it was currently a grass track and options of either matting or stoning were being considered. However, NLC had confirmed that a planning application was required as no physical works were being undertaken to the watercourse so it could not be classed as permitted development. Eng. advised the Board that the land to the east side was owned by the EA who raised the need to check for planning permission. He also added that after discussions with them a potential 400 tonnes of stone was available FOC which would also assist the EA to reduce waste. He then confirmed that at present



the estimated cost to submit a planning application with all necessary documentation would be in the region of £5,000 to £7,000, £2,500 for design and access statement with the remainder for other preparation costs, Natural England ascent and survey and any drawings etc. NS declared an interest as Chair of the Planning Committee. Discussions took place with the suggestion to approach the landowner on the west side where there was also a track with an entry point from the highway to see if they were amenable to their track being stoned to provide the access. **Approval proposed by RH and seconded by TN.** HR reminded members that this was the only remaining outfall for the whole catchment and needed to keep the pump working.

2021.52 Watercourse Maintenance 2020/21 – Eng. confirmed that evaluation of the tenders had been completed and a preferred supplier identified. However, the standstill period had yet to run before the supplier would be announced but it would be in time for the next maintenance season. He also advised that from the information he had seen the tender submitted fell within existing budgets.

2021.53 Main River – Eng. confirmed that a meeting had been arranged with the EA to discuss works under PSCA for the upcoming season. JS stated that he was grateful for the works carried out at Toft Newton but mentioned again the issues at Bishops Bridge. Chair requested Eng. raise the issue again with the EA at the meeting.

Enforcement

2021.54 Eng. referred to two items in meeting papers and advised that following discussions with both parties no formal enforcements had to be served. NS thanked Officers for excellent work that had been undertaken on the former Falcon site but queried what would happen when the developers moved off site and would something be put in the deeds to remind residents of their responsibilities. Eng. confirmed that the developers had raised a similar question and that they had been provided with the Boards Byelaws and a link to the EA Website “Owning a Watercourse” which could be included within deeds.

2021.55 TN asked if the Eng was aware with regard to the planning permission at Fulseas that the telemetry kiosk was being moved. Eng. confirmed he was aware, that it would be an EA asset but that they were leaving access for the Board to fit their own sensors/telemetry outstation if required.

Health Safety & Wellbeing

2021.56 Information noted.

Environmental Adviser’s Report

2021.57 Information noted.

Date of Next Meeting

2021.58 Chair advised next meeting on 3rd November 2021 would hopefully be in person and then closed the meeting.

1.6 Matters arising there from not elsewhere on Agenda

1.7 Complaints/FOI/EIR requests

A claim has been received from a landowner with respect to damage to crops following this year’s maintenance works at Kettleby Covert Drain, Kettleby. The Engineer is currently challenging the claim.



2. Clerk report

Recommendations:

- To note the information contained in this report
- To approve the Revised Standing Orders Item 2.1.1
- To approve the Revised Byelaws Item 2.1.2

2.1 Policy

2.1.1 Standing Orders

The Board are requested to approve the updated Standing Orders. These have now been corrected by DEFRA to reflect the three-year term of office of the Board's elected members. The draft orders are shown in Appendix A.

2.1.2 Byelaws

The Board are requested to approve the updated Byelaws that have been amended by DEFRA. The draft byelaws are shown in Appendix B.

2.2 Legislation

Finance Bill – Red Diesel. Data has been provided to ADA who have been lobbying HM Treasury over the imposition to use white diesel for all IDB activities. The current position is that it is very unlikely that an exemption will be given to our industry and that the Board will have to review its options when setting future budgets.

2.3 Humber Flood Risk Management Strategy – Humber 2100+

The partnership has been working to assess a number of 'strategic approaches' to manage tidal flood risk around the Humber estuary and have been looking at three potential strategic approaches to evaluate. These are:

Managing the tide, using a combination of improved flood defences, existing and additional flood storage, and occasional planned flooding of land. Improved resilience and changes to land use in some areas would also be required to adapt to rising sea levels and high tides.

Adapting to the tide, by continuing to improve or maintain defences in some areas, and changing land use in others, to allow defences to be deliberately altered or moved back in some locations over time. This would create greater capacity for flood storage and large scale planned flooding of land and allow us to respond to the fact that it may not be possible or safe to maintain or continue to raise defences where they are at present. This would be in combination with improved resilience across the estuary.

Keeping out the tide, by constructing a tidal surge barrier, most likely in the outer estuary. This would be a complex and long-term option. Defences on the seaward side of the barrier would need to be improved, and there would be continued maintenance of defences inland of the barrier in combination with improved resilience across the estuary.

Please use the link to the latest news on the strategy and how the public can become involved in the process. <https://consult.environment-agency.gov.uk/humber/strategyreview/>



2.4 Association of Drainage Authorities

This year's annual conference will be held on Wednesday 10th November 2021 via Microsoft Teams conference platform.

Please use the link <https://www.ada.org.uk/events/ada-conference/> if you wish to attend. Registration will close on the 28 October 2021.

It has been confirmed by the ADA Lincs Branch that there will be no subscriptions levied for 2021/22. The next Branch meeting is likely to happen in the spring of next year.

2.5 Election Year

Following this year's election process, it is confirmed that all existing members of the Board have been re-elected.

2.6 Employees

It can be reported that both candidates have accepted the offer of employment from the Board and will start their career with the Board shortly.



3. Financial Report

Recommendations:

- To note the information contained in this report
- 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 18 October 2021: -

	£	£
Balance Brought forward as at: 1 April 2021		1,203.10
2021/2022 Drainage Rates and Special Levies		
Drainage Rates		352,313.42
Special Levies		
North Lincolnshire Council	206,609.00	
West Lindsey District Council	18,850.00	225,459.00
Total Drainage Rates Due		<u>578,975.52</u>
Less Paid: -		
Drainage Rates		270,325.18
North Lincolnshire Council	103,304.50	
West Lindsey District Council	9,425.00	112,729.50
Total Drainage Rates Paid		<u>383,054.68</u>
Admin Adjustment		<u>-31.96</u>
Balance Outstanding as at: 18 October 2021		<u>195,888.88</u>

3.2 Audit

3.2.1 Internal Audit

Nothing to report.

3.2.2 External Audit

The External Audit for 2020/21 is complete with no issues giving cause for concern that relevant legislation and regulatory requirements have not been met. A copy of the AGAR can be viewed at:

<https://www.shiregroup-idbs.gov.uk/idbs/ancholme/financial/rate-payments/annual-return/>



3.3 Budget Comparison for the Year Ending 31 March 2022

ANCHOLME INTERNAL DRAINAGE BOARD					
BUDGET FOR THE YEAR ENDING 31ST MARCH 2022					
Approved Estimate	2021/22	Actual Out Turn		20 October 2021	
£	£	£	£		%
				INCOME	
				Drainage Rates on Agricultural Land and Buildings:-	
352,301		276,056		12.50p in £ on AV of £2,816,631	78.36%
				Special Levies (12.29p in £)	
				North Lincolnshire Council	
206,609		103,305		12.5p in £ on AV of £1,652,868	50.00%
				West Lindsey District Council	
18,850		9,425		12.5 in £ on AV of £150,796	50.00%
				Other Income:-	
1		0		Rental Income	0.00%
17,340		76		Contribution from S&GWMB	0.44%
70		23		Interest	33.49%
0		0		New Work and Improvement Works	0.00%
15,000		31,900		Telemetry Income	212.66%
50,714	660,885	86,972	507,757	Other Contributions	171.50%
					76.83%
				EXPENDITURE	
96,936		47,988		Flood Defence Levy	49.50%
167,444		44,714		Pumping Stations	26.70%
268,078		96,044		Drains Maintenance	35.83%
15,000		7,606		Telemetry Maintenance	50.71%
76,386		56,541		Administration Costs	74.02%
850		394		Other Board Costs	46.37%
7,660		4,252		Office/Depot Costs/Materials	55.51%
28,996		0		Cost of Borrowing- New Telemetry System	0.00%
74,792	736,142	37,396	294,936	Cost of Borrowing- Existing Loan	50.00%
	(75,257)		212,821	Surplus - (Deficit)	40.07%
	266,424		282,177	Balance Brought Forward	105.91%
191,167			494,998	Balance Carried Forward	258.94%



3.4 Five Year Budget Estimate

Ancholme IDB	0	0	1	2	3	4	5
	2021/22	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Revenue Account	Budget	Estimated Out Turn					
	£	£	£	£	£	£	£
INCOME							
Drainage Rates - Land (AV) : £2,818,411	352,301	352,301	359,347	373,439	380,485	394,578	408,670
Levies North Lincolnshire Council - (AV) £1,652,868	206,609	206,609	210,741	219,005	223,137	231,402	239,666
Levies West Lindsey District Council - (AV) £150,796	18,850	18,850	19,226	19,980	20,357	21,111	21,865
Interest etc.	70	50	50	50	50	50	50
Contribution from S&GWMB	17,340	31,310	33,525	34,196	34,879	35,577	36,289
Rental Income	1	1	1	1	1	1	1
Telemetry Income	15,000	40,000	5,000	0	0	0	0
Other Contributions	50,714	92,025	55,714	56,828	57,965	59,124	60,307
TOTAL INCOME	660,884	741,145	683,605	703,500	716,875	741,843	766,847
EXPENDITURE							
Flood Defence Levy	96,936	95,976	96,936	96,936	96,936	96,936	97,905
Other Board Shares	850	850	850	950	1,200	1,200	1,200
Depot/Office Costs	7,660	7,685	7,780	7,762	7,858	7,839	7,936
Maintenance	268,078	290,407	281,678	270,895	273,712	276,449	279,186
Administration	76,386	81,333	76,686	78,220	79,784	81,380	83,007
Pumping Stations	167,444	174,619	155,599	157,345	157,155	158,919	158,727
Telemetry Support/Hosting	15,000	15,000	17,580	17,580	17,580	17,580	17,580
NEW WORKS							
Cost of Borrowing- Existing Loans	74,792	74,792	71,168	67,545	60,405	60,405	60,405
Cost of Borrowing- Telemetry	28,996	12,524	25,049	25,049	25,049	25,049	25,049
Cost of Borrowing- Capital	0	0	0	0	0	0	33,161
TOTAL EXPENDITURE	736,142	753,186	733,326	722,282	719,678	725,757	764,157
Surplus (Deficit) on Year	(75,257)	(12,041)	(49,721)	(18,782)	(2,803)	16,086	2,690
Balance Brought Forward	266,424	282,178	270,136	220,415	201,633	198,830	214,916
Balance	191,167	270,136	220,415	201,633	198,830	214,916	217,606
Capital Account Balance transfer	0	0	0	0	0	0	0
Balance to Carry Forward	191,167	270,136	220,415	201,633	198,830	214,916	217,606
Reserve Policy Target 30%	25.97%	35.87%	30.06%	27.92%	27.63%	29.61%	28.48%
AV: £4,622,075							
Penny Rate: £46,221							
Rate in £	12.50p	12.50p	12.75p	13.25p	13.50p	14.00p	14.50p
Inc./Dec. from Previous Year	no change	no change	0.25p inc.	0.50p inc.	0.25p inc.	0.50p inc.	0.50p inc.
Rate in £ Inc./Dec. from Previous Year	no change	no change	2.00% inc.	3.92% inc.	1.89% inc.	3.70% inc.	3.57% inc.

3.5 Schedule of Payments

All payments made since those reported to the Board at the previous meeting are shown below.

DATE	REF	PAYEE	DESCRIPTION	TOTAL	
				PAYMENT	
2021				£	
Apr	29th	14	O2 (UK) Ltd	Mobile Telephone	19.20 *
	30th	-	NatWest	Bank Fees	11.90 *
May	4th	4	Crystal Ball Ltd	Vehicle Tracking	70.20 *
		9	BT	Line to Depot	265.45 *
		13	North Lincolnshire Council	Business Rates	115.00 *
	5th	11	Land Registry	Land Registry Searches	24.00 *
	6th	5	DDM Agriculture	Depot Rent	937.50 *
		6	Environment Agency	Wayleave	2.88 *
		7	Lincolnshire Wildlife Trust	Greater Lincolnshire Nature Partnership	327.82 *
		191	Scunthorpe & Gainsborough WMB	Autoenrollment Fees, etc.	110.88 *
		192	Sow & Penk IDB	Cardnet Fees 2020/21	74.98 *
		-	Employee	Wages	2,621.45 *
		-	HMRC	PAYE/NI	797.86 *
		22	3 Business Services	Mobile Broadband	204.98 *
	17th	56	Nat West Business Card	Busines Card - Fuel	180.45 *
				Home Bargains - Depot Supplies	34.37 *
				Halfords - Phone Holder	12.80 *
		-	NatWest	Bankline Fees	24.50 *
	18th	-	B&CE Holdings	Pension Contributions	237.97 *
	20th	26	Woldmarsh Producers Ltd	Supply to Carr Drain PS	322.18 *
				Supply to Fulseas PS	150.58 *
				Supply to Bentley Farm PS	192.01 *
				Supply to 30' PS	214.65 *
				Supply to Worlaby PS	1,002.67 *
				Supply to North Kelsey PS	244.90 *
				Supply to Appleby PS	258.79 *
				Supply to Broughton PS	529.31 *
				Supply to Cadney PS	146.41 *
				Supply to South Kelsey PS	334.32 *
				Supply to Redbourne PS	372.83 *
				Supply to Brandy Wharf PS	407.45 *
				Supply to Island Carr PS	192.07 *
				Stuart Group Ltd - Mobile Pump Maintenance	219.82 *
				Membership Fees	609.16 *
	28th	-	NatWest	Bank Fees	98.00 *
Jun	1st	24	O2 (UK) Ltd	Mobile Telephone	19.20 *
		13	North Lincolnshire Council	Business Rates	115.00 *
	2nd	16	Brodericks GBC	Internal Audit Fee 2020/21	1,050.00
		17	Environment Agency	Flood Defence Levy	47,988.00
		10	JBA Consulting	Fee Account - Hydraulic Modelling	3,843.60
		15,18	Towergate Insurance	Insurances	26,978.40
	4th	-	Employee	Wages	2,621.45 *
		-	B&CE Holdings	Pension Contributions	237.97 *
	8th	23	Land Registry	Land Registry Searches	6.00 *



	14th	21	3 Business Services	Mobile Telephone	204.98	*
	15th	55	Nat West Business Card	Business Card - Fuel	184.55	*
				WNS Electrics Ltd - Vehicle Maintenance	81.00	*
		-	NatWest	Bank Fees	23.15	*
	21st	27	Woldmarsh Producers Ltd	Supply to Hibaldstow PS	2,133.31	*
				Supply to Depot	769.62	*
				Supply to Nettleton Beck PS	68.18	*
				Supply to Carr Drain PS	122.19	*
				Supply to Fulseas PS	141.63	*
				Supply to Bentley Farm PS	152.25	*
				Supply to Worlaby PS	584.20	*
				Supply to North Kelsey PS	91.56	*
				Supply to Appleby PS	125.85	*
				Supply to Broughton Carr PS	284.18	*
				Supply to Cadney PS	157.44	*
				Supply to South Kelsey PS	145.22	*
				Supply to Redbourne PS	223.78	*
				Supply to Waddingham PS	228.43	*
	22nd	-	HMRC	PAYE/NI	797.86	*
		-	HMRC	Employers Class 1A NI	473.34	*
	28th	37	Land Registry	Land Registry Searches	18.00	*
	30th		JBA Consulting	Fee Accounts: -		
		19		Hydraulic Modelling	13,522.80	
		20		Telemetry System Support	5,082.74	
		28	N E Davis Plant Hire	Maintenance	3,043.20	
		25	O2 (UK) Ltd	Mobile Telephone	20.64	*
		-	Bank Fees	Bank Fees	44.80	*
Jul	1st	13pt	North Lincolnshire Council	Business Rates	115.00	*
		-	Employee	Wages	2,724.70	*
		-	B&CE Holdings	Pension Contributions	242.70	*
	6th	36	Land Registry	Land Registry Searches	15.00	*
	14th	34	DDM Agriculture	Depot Rent	937.50	*
		29-31	ID Spares & Services Ltd	Pumping Station Maintenance	1,971.75	*
		33	WH Strawson	Depot Insurance	137.05	*
		35	3 Business Services	Mobile Broadband	205.28	*
		-	HMRC	Employers Class 1A NI	8.28	*
		-	HMRC	PAYE/NI	842.21	*
	15th	-	Nat West Business Card	Business Card - Fuel	281.87	*
		-	NatWest	Bankline Fees	24.05	*
	20th	40	Woldmarsh Producers Ltd	Supply to Carr Drain PS	129.51	*
				Supply to Fulseas PS	132.11	*
				Supply to Bentley Farm PS	181.03	*
				Supply to 30' - may PS	341.31	*
				Supply to Worlaby PS	1158.83	*
				Supply to North Kelsey PS	157.22	*
				Supply to Appleby PS	162.36	*
				Supply to Broughton Carr PS	358.7	*
				Supply to Cadney PS	235.4	*
				Supply to South Kelsey PS	163.68	*
				Supply to Redbourne PS	329.81	*
				Supply to Waddingham PS	250.12	*



				Supply to Brimmer Beck PS	381.97	*
	21st	53	Land Registry	Land Registry Searches	21.00	*
	22nd	57	Land Registry	Land Registry Searches	51.00	*
	26th	49	BT	Line to Employee Home	75.16	*
	27th	41	Humber Nature Partnership	Membership Fees	219.60	
		42-3	ID Spares & Services Ltd	Pumping Station Maintenance	817.66	
			JBA Consulting	Fee Accounts: -		
		32		Hydraulic Modelling	20,248.80	
		38		1/4 Salary & Expenses	17,916.30	
		58	Land Registry	Land Registry Searches	9.00	*
	29th	39	O2 (UK) Ltd	Mobile Telephone	19.20	*
		-	Employee	Wages	2,655.80	*
		-	B&CE Holdings	Pension Contributions	241.30	*
	30th	-	NatWest	Bank Fees	22.05	*
Aug	2nd	51	Crystal Ball Ltd	Vehicle Tracking	70.20	*
		50	BT	Line to Depot	216.36	*
		13pt	North Lincolnshire Council	Business Rates	115.00	*
	3rd	54	Land Registry	Land Registry Searches	9.00	*
	5th	46-48	ACS Electrical Engineering Services	Pumping Station Maintenance	1,664.00	*
		52	ID Spares & Services Ltd	South Kelsey PS - Weedscreen Cleaner Maintenance	199.20	*
	10th	61	Land Registry	Land Registry Searches	21.00	*
	12th	59	Martin Panitz	Depot Maintenance - Plumbing	100.00	*
	13th	45	3 Business Services	Mobile Broadband	207.53	*
		-	HMRC	PAYE/NI	812.71	*
	16th	-	Nat West Business Card	Busines Card - Fuel	287.72	*
		-	NatWest	Bankline Fees	24.50	*
	20th	63	Woldmarsh Producers Ltd	Supply to 30' PS	142.90	*
				Supply to Appleby PS	112.85	*
				Supply to Brimmer Beck PS	61.33	*
				Supply to Broughton Carr PS	221.96	*
				Supply to Cadney PS	384.44	*
				Supply to Carr Drain PS	110.63	*
				Supply to Depot PS	100.46	*
				Supply to Depot may PS	192.52	*
				Supply to Fulseas PS	140.27	*
				Supply to Hibaldstow PS	634.41	*
				Supply to Island Carr PS	140.10	*
				Supply to Nettleton Beck PS	46.87	*
				Supply to North Kelsey PS	91.93	*
				Supply to Redbourne PS	206.56	*
				Supply to South Kelsey PS	267.12	*
				Supply to Worlaby PS	550.08	*
				Membership Fees	170.33	*
	26th	64	Ellgia Ltd	Skip Hire	2,086.72	
		65-9	ID Spares & Services Ltd	Pumping Station Maintenance	2,345.14	
		60	JBA Consulting	Fee Account - Hydraulic Modelling	14,660.40	
		70	Perry's Pumps Ltd	Pumping Station Maintenance	1,963.20	
		-	Employee	Wages	2,655.80	*
		-	B&CE Holdings	Pension Contributions	241.30	*
	31st	-	NatWest	Bank Fees	11.90	*



Sep	1st	62	Public Works Loan Board	Loan Repayment	37,396.25	*
		75	O2 (UK) Ltd	Mobile Telephone	19.20	*
		13pt	North Lincolnshire Council	Business Rates	115.00	*
		74	Land Registry	Land Registry Searches	3.00	*
	13th	71	3 Business Services	Mobile Broadband	206.00	*
	14th	80	Post Office Ltd	Licence	275.00	*
	15th	-	Nat West Business Card	Business Card - Fuel	286.29	*
				Indeed UK - Vacancy Advert	59.56	*
		-	NatWest	Bankline Fees	23.60	*
	20th	77	Woldmarsh Producers Ltd	Supply to Witham Oil & Paint - Grease PS	1109.38	*
	21st	83	Land Registry	Land Registry Searches	3.00	*
	22nd	72	Ellgia Ltd	Skip Hire	1,147.81	*
		78	ID Spares & Services Ltd	Pumping Station Maintenance	151.20	*
		-	HMRC	PAYE/NI	812.71	*
	23rd	-	Employee	Wages	2,655.80	*
		-	B&CE Holdings	Pension Contributions	241.30	*
	24th	79	Eric Carnaby & Son Ltd	Maintenance	15,990.52	
		73	JBA Consulting	Fee Account - Hydraulic Modelling	9,436.80	
		76	Perry's Pumps Ltd	Carr Drain PS - Inspection of Flaps, Valves, etc.	4,660.80	
	28th	84	Land Registry	Land Registry Searches	6.00	*
	29th	85	O2 (UK) Ltd	Mobile Telephone	19.20	*
	30th	-	NatWest	Bank Fees	12.60	*
Oct	1st	13	North Lincolnshire Council	Business Rates	115.00	*
	12th	-	Land Registry	Land Registry Searches	3.00	*
			Total		282,734.43	
			* Total amount of direct debits, standing orders and payments approved by the Clerk only		90,879.75	



4. Engineer's Report

Recommendations

- To note the information contained in this report

4.1 Asset Management

4.1.1 Hydraulic Modelling

The survey of all pumped catchments is now complete over c.170km and the gravity catchment survey over c.30km is now underway.

A further 27km survey will be undertaken on behalf of North Lincolnshire Council (LLFA) extending the IDB survey and model outside of the Drainage District, upstream of IDB maintained watercourses, into villages with historic flood risk. Lincolnshire County Council (LLFA) are also to confirm their extended survey / model requirements in October to provide a catchment wide ordinary watercourse model for the area.

The EA Main River model is being updated this year and the EA will be working with the IDB and LLFAs to consider extended survey/modelling of ordinary watercourses upstream of Main River moving forwards within the Middle Ancholme Project.

Stage 1 Report and Outputs (pumped catchments and options) is anticipated by April 2022, with Stage 2 Report and Outputs (all catchments and options) by August 2022.

A progress report in form of a presentation from the consultant has been included in the email pack as an attachment. It is not suitable for printing in bulk so has not been issued with the hard copies sent by post.

4.1.2 Telemetry

Following the Boards' decision on preferred supplier which was in line with S&GWMB preferred supplier; we await Selby Area IDBs decision which is anticipated at their November meeting.

We have formally confirmed the selection of the preferred supplier on behalf of AIDB and S&GWMB as per the priced tenders and will be meeting to discuss implementation considering a staged approach.

4.1.3 Lincolnshire Riparian Project

Please see of the meeting minutes of the main group in Appendix C for information.

Also, please note that the Riparian Group has established smaller Working Groups to review and develop themes / potential short, medium, and long-term options including the Parish Council Questionnaire responses which aligned with the Groups' priorities:

- Working Group 1 – review and develop themes 2 (Partnership Resources) and 6 (Responsibilities & Operational Boundaries);
- Working Group 2 – Shall review and develop themes 4 (Law & Policy) and 7 (Property Deeds & Purchasing);
- Working Group 3 – Shall review and develop themes 3 (Geospatial), 5 (Consenting & Enforcement) and 8 (Communications & Engagement)



4.2 Water Level Management

4.2.1 Low Farm Outfall

The access track is now intended to be undertaken directly by IDB Contractors under Permitted Development as outlined below. Liaison is also underway with the owner occupiers land agent before agreeing a start date.

The Ancholme Internal Drainage Board under the Land Drainage Act 1991 (as amended) intends to progress the following **drainage works** as Permitted Development under The General Permitted Development Order 2015, Schedule 2, Part 13 (Water & Sewage), Class C (Drainage Boards) and in line with The Land Drainage Act 1991 (as amended) PART V, CHAPTER III, Section 72 (1) Interpretation as outlined below.

Drainage Works

- Desilting of Low Farm Drain between A1077 and River Humber outfall to maintain the existing watercourse, permit flow, reduce the risk of injury to owner occupiers and the A1077, defend against water, and generally manage water levels for the drainage of land and property.
- Stoning of an existing access track off A1077, within the 9 metre IDB Byelaw easement, on the west bank of Low Farm Drain watercourse to facilitate the maintenance of the watercourse and the carrying on with the maintenance of a diesel pump which is managed by the IDB to permit flow, reduce the risk of injury to owner occupiers and the A1077, defend against water, and generally manage water levels for the drainage of land and property.

Location

- OS 495596, 421358
- SE 95596, 21358
- nearest postcode DN15 9LY
- what3words: material.threading.nation
- Location Plan as also provided below.

Part 13, Class C – development by drainage bodies

Permitted development

C. Development by a drainage body in, on or under any watercourse or land drainage works required in connection with the improvement, maintenance or repair of that watercourse or those works.

Interpretation of Class C

C.1 For the purposes of Class C, “drainage body” has the same meaning as in section 72(1) of the Land Drainage Act 1991 (interpretation) other than the Environment Agency.

The Land Drainage Act 1991 (as amended) Interpretations under PART V, CHAPTER III, Section 72 (1):

“drainage” includes-

- (a) defence against water,
- (b) irrigation, other than spray irrigation,
- (c) warping,
- (d) the carrying on, for any purpose, of any other practice which involves management of the level of water in a watercourse

“drainage body” means the Agency, an internal drainage board or any other body having power to make or maintain works for the drainage of land;



Location Plan



Kind regards,
For and on behalf of the Ancholme Internal Drainage Board,

Paul Jones BSc (Hons) MSc (Eng) GMICE
Engineer to the Board
Lead Water Level Management Engineer

4.2.2 Pumping Stations

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

All minor works arising from inspections have been progressed.

4.2.3 Inverted Syphons

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

4.2.4 Maintained Ordinary Watercourses

Watercourse Maintenance 2021/22 is progressing well with N E Davis and the newly appointed Eric Carnaby & Son Ltd, flailing 95-99% complete and dewatering 60% complete.

4.2.5 Main River

River Ancholme Gravity Outfalls

Keeton Marine have been appointed to undertake the inspection and maintenance of the 16No. outfalls between 10th and 24th January 2022 in line with the EA plans to lower the river level down to 0.6m at Brigg. The river level will be raised to 0.9m before and after this period of inspection.



Main River Maintenance

Main River maintenance over 4.5 km is to commence by IDB Contractors from 18th October and recharged to the EA for the systems agreed below. Main River maintenance by EA Contractors also continues throughout the catchment.

- Thornton & Owersby Beck / Owersby Catchwater
- Thornton Catchwater / Thornton Carrs Drain from Whinghale Priory, Poverty drain to Thornton / Owersby Beck
- Thornton & Owersby Beck downstream of Thornton Catchwater and Owersby Catchwater towards River Ancholme 4no. willow trees
- Kingerby Beck / Drain from Osgodby Road to confluence of Kingerby Beck and Kingerby Beck side branch

4.2.6 Public Sector Cooperation Agreement

Redbourne Village Flood Alleviation Scheme

Anticipated Start in November dependent on delivery of materials which has presented a significant delay to start date. Works intend to commence around Emmerson House and then on the trash screen in the centre of the village.

4.3 Planning, pre-application advice, and consents

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

3 No consents requiring consideration on behalf of the Board have been received to 13 October 2021. Of these applications 2 remain pending and the remaining one has been referred back to the applicant with a request for further information.

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

5 No consents requiring consideration on behalf of the Board have been received to 13 October 2021, relating to the extended area. Of these applications 2 have been granted and a further 2 remain pending. Another has been referred back to the applicant for further information. An application reported at the previous meeting has been placed on hold at the request of the applicant, Rippon Homes.

4.4 Enforcement

No additional Enforcement Actions have arisen. However, the *Rear of Sands Lane, South Ferriby*, *Fulseas Drain* and the *Former Falcon Cycles Site, Island Carr* continue to be monitored.



5. Health, Safety and Wellbeing

Recommendation:

- To note the information contained in this report

5.1 Board Employees

5.1.1 Accident, incidents and near misses

Nothing to report.

5.1.2 COVID-19

As the country slowly comes out of the lockdown restrictions, the Board's day to day activities remain virtually unaffected.

5.1.3 Training

The new employees will be required to attend relevant courses to ensure their safety as well as colleagues and public.



6. Environmental Adviser's Report

Recommendation:

- To note the information contained in this report

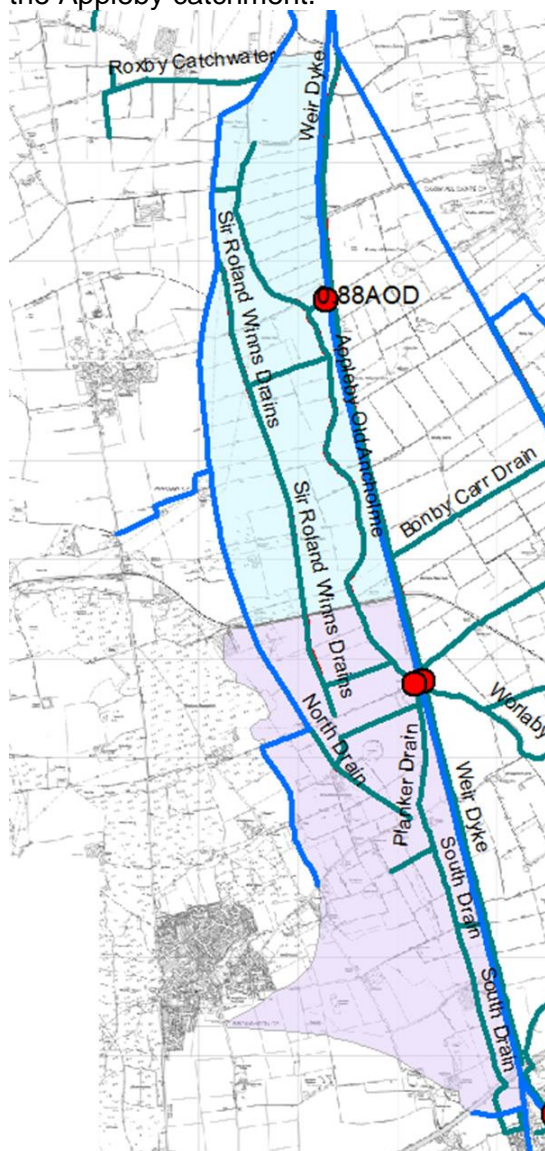
6.1 Legislation

Nothing to report.

6.2 BAP Implementation

BAP implementation recommenced in summer for species action plan Biodiversity Action Plan Target Reference 5.2.

The area concentrated on in respect of species surveys was to the west of the River Ancholme within the catchments of Appleby and Broughton pump stations but mainly within the Appleby catchment.





Drains surveyed included:

- Old River Ancholme (6km),
- Sir Roland Winn's Drain (4km),
- Jackson's Drain (870m)
- Lodge Farm Drain (730m)
- North Drain



Old River Ancholme, Appleby catchment



Old River Ancholme south of Railway



Jackson's Drain



Lodge Farm Drain



North Drain



Sir Roland Winn Drain

Results were disappointing, many of the drains were dry; water is used as a place of refuge by water vole from predation. In those drains holding water such as Sir Roland Winn's Drain above, no field signs indicating the presence of water vole were identified.

7. Representation

Officers have represented the Board at the following fora:

Environmental	Flood Risk Management	Other
Humber Estuary Relevant Authorities Group (HERAG)	Humber Flood Risk Management Steering Group	Riparian Project Working Group
Comprehensive Review Humber Strategy	Partnership Approach to Catchment Management (PACM)	NaFRA2
Humber Nature Partnership Board	North Lincolnshire Flood Risk Board	

8. Any Other Business by Leave of The Chairman

9. Date of Next Meeting

Suggested date: Wednesday, 12 January 2022
at Godfreys Offices, Elsham Top, if possible.



10. APPENDIX A – Standing Orders

The draft Standing Orders can be found over the following pages.

Rules made by Ancholme Internal 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, for which 14 days notice will be given, 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) The Board will hold an Annual Public Meeting.
 - 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.
 - d) The Board will hold a meeting following an election of members of the board at which the election of the Chairman and Vice Chairman will be made.
2. For each meeting, other than for 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.
 - a) A formal meeting of the Board cannot be conducted unless one third (8) members are present at the start of and during the meeting. If departures reduce the number below one third (8) 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.
4. The Board shall choose to meet at a place to be confirmed on the Agenda, including: in person, by remote attendance, or a combination of the two. A place where a meeting is held, or to be held, includes reference to more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers. A member in remote attendance is present if they are able at that time——
 - (a) to hear, and where practicable see, and be so heard and, where practicable, be seen by, the other members in attendance,

(b) to hear, and where practicable see, and be so heard and, where practicable, been seen by any members of the public entitled to attend part or all, of the meeting.

5. The Board shall, as soon as they conveniently can, appoint a Chairman and Vice-Chairman for a period not exceeding three years. 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.
6. 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 someone of their number to fill such vacancy.
7.
 - 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.
 - 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 someone of their number to be Chairman of such meeting.
8. 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 amendment, the minutes of the preceding meeting and these will be duly signed by the Chairman together with any financial statements presented at that meeting.

9. 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

10. 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 a specific issue.
11. 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 members present shall choose someone of their number to be Chairman of such meeting.
12. 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. In case of any equal division of votes the Chairman shall have a second or casting vote.
13. Regulations 8 and 9 shall apply to minutes of Committees and Sub-Committees.

Standing Orders Order of Debate

14. 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 submitted to the Chairman who shall read it out before it is further discussed or put to the meeting.
15. The Chairman will invite members to speak on the subject under discussion.
16. Members must declare where they have an interest in a matter to be discussed, the Chairman then deciding what if any part the member can take in any ensuing discussion and whether the member can vote.
17. A proposal or amendment once made shall not be withdrawn without the consent of the Board.
18. Every amendment shall be relevant to the proposal to which it is applied.
19. 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.
20. If an amendment is rejected then other amendments may be proposed on the original resolution or proposal.
21. 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.

22. 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 negated within 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.
23. 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

24. 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 Chief Executive of the Board.
25. Copies of all sealed documents must be retained.

Suspension of Standing Orders

26. 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.

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 notices to be given of meetings;
 - (b) with respect to the appointment of a chairman and a 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 person 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 without 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 had at any such meeting shall be deemed to have been duly had; and
 - (c) where 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.



11. APPENDIX B – Byelaws

The draft byelaws can be found over the following pages.

**LAND DRAINAGE BYELAWS
ANCHOLME INTERNAL DRAINAGE BOARD**

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2. Application of Byelaws
3. Control of Introduction of Water and Increase in Flow or Volume of Water
4. Control of Sluices etc
5. Fishing Nets and Angling
6. Diversion or Stopping up of Watercourses
7. Detrimental Substances not to be Put into Watercourses
8. Lighting of Fires
9. Notice to Cut Vegetation
10. No Obstructions within 9 Metres of the Edge of the Watercourse
11. Repairs to Buildings
12. Control of Vermin
13. Damage by Animals to Banks
14. Vehicles not to be Driven on Banks
15. Banks not to be Used for Storage
16. Not to Dredge or Raise Gravel, Sand etc
17. Fences, Excavations, Pipes etc
18. Tidal Outfalls
19. Interference with Sluices
20. Mooring of Vessels
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22. Removal of Sunken Vessels
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24. Damage to Property of the Board
25. Defacement of Notice Boards
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32. Revocation
33. Interpretation

Common Seal

Penalty Note

Amended November 2021

ANCHOLME INTERNAL DRAINAGE BOARD BYELAWS

The Ancholme Internal Drainage Board (“the Board”) under and by virtue of the powers and authority vested in them by section 66 of the Land Drainage Act 1991, do hereby make the following Byelaws which are considered necessary for [one or more of] the following purposes:-

- a) securing the efficient working of the drainage system in their District,
- b) regulating the effects on the environment in the Board’s district of a drainage system, or
- c) securing the effectiveness of flood risk management work within the meaning of section 14A of the Act,

together, “the Purposes”;-

1. Commencement of Byelaws

These Byelaws shall come into operation at the expiration of one month beginning with the day on which they are confirmed by the Secretary of State.

2. Application of Byelaws

- (a) These Byelaws shall have effect within the District;
- (b) the watercourses referred to in these Byelaws are watercourses and drainage works which are for the time being vested in or under the control of the Board.

3. Control of Introduction of Water and Increase in Flow or Volume of Water

No person shall for any purpose, including as a result of development (within the meaning of section 55 of the Town and Country Planning Act 1990 as amended (“the 1990 Act”)) (whether or not such development is authorised by the 1990 Act or any regulation or order whatsoever or none of them) by means of any channel, siphon, pipeline or sluice or by any other means whatsoever introduce any water into any watercourse in the District [Area] so as to directly or indirectly increase the flow or volume of water in any watercourse in the District [Area] (without the previous consent of the Board).”

4. Control of Sluices etc

Any person having control of any sluice, water control structure or appliance for introducing water into any watercourse in the District or for controlling or regulating or affecting the flow of water in, into or out of any watercourse shall use and maintain such sluice, water control structure or appliance in accordance with such reasonable directions as may from time to time be given by the Board with a view to securing or furthering one or more of the Purposes.

5. Fishing Nets and Angling

No person shall angle or set any nets or engines for the catching or keeping of fish in any watercourse in such a manner as to cause damage to or endanger the stability of the bank of the watercourse or to affect or impede the flow of water.

In this Byelaw “nets” includes -

- (a) a stake net, bag net or keep net;
- (b) any net secured by anchors and any net, or other implement for taking fish, fixed to the soil or made stationary in any other way;
- (c) any net placed or suspended in any inland or tidal waters unattended by the owner or a person duly authorised by the owner to use it for fish, and any engine, device, machine or contrivance, whether floating or otherwise, for placing or suspending such a net or maintaining it in working order or making it stationary.

6. **Diversion or Stopping up of Watercourses**

No person shall, without the previous consent of the Board, take any action, or knowingly permit or aid or abet any person to take any action to stop up any watercourse or divert or impede or alter the level of or direction of the flow of water in, into or out of any watercourse.

7. **Detrimental Substances not to be Put into Watercourses**

No person shall, so as directly or indirectly to obstruct, impede or interfere with the flow of water in, into or out of any watercourse or so as to damage the bank -

- (a) discharge or put or cause or permit to be discharged or put or negligently or wilfully cause or permit to fall into any watercourse any object or matter of any kind whatsoever whether solid or liquid;
- (b) allow any such object or matter as is referred to in sub-paragraph (a) of this Byelaw to remain in proximity to any watercourse in such manner as to render the same liable to drift or fall or be carried into any watercourse.

Provided that nothing in this Byelaw shall be deemed to render unlawful the growing or harvesting of crops in accordance with normal agricultural practice.

8. **Lighting of Fires**

No person shall light or cause or permit to be lighted or commit any action liable to cause to be lighted any fire on any land adjoining the watercourse where such action is liable to set on fire the peat land forming the banks of the watercourse or any vegetation including trees, growing on land forming the banks of the watercourse.

9. **Notice to Cut Vegetation**

Any person having control of any watercourse shall, upon the receipt of a notice served on him by the Board requiring him so to do, cut down and keep cut down all vegetation, including trees, growing in or on the bank of a watercourse, within such reasonable time as may be specified in the notice, and shall remove such vegetation including trees, from the watercourse immediately after the cutting thereof.

Provided that, where a hedge is growing on the bank of a watercourse, nothing in this Byelaw shall require more than the pruning of the hedge so as to prevent it from growing over or into the watercourse, and the removal of the resultant cuttings.

10. **No Obstructions within 9 Metres of the Edge of the Watercourse**

No person without the previous consent of the Board shall erect any building or structure (including a fence), whether temporary or permanent, or plant any tree, shrub, willow or other similar growth within 9 metres of the landward toe of the bank where there is an embankment or wall or within 9 metres of the top of the batter where there is no embankment or wall, or where the watercourse is enclosed within 9 metres of the enclosing structure.

11. **Repairs to Buildings**

The owner of any building or structure in or over a watercourse or on the banks thereof shall, upon receipt of a notice from the Board that because of its state of disrepair -

- (a) the building or structure is causing or is in imminent danger of causing an obstruction to the flow of the watercourse, or
- (b) the building or structure is causing or is in imminent danger of causing damage to the bank of the watercourse,

carry out such reasonable and practicable works as are specified in the notice for the purpose of remedying or preventing the obstruction or damage as the case may be within such reasonable time as is specified in the notice.

12. **Control of Vermin**

The occupier of any bank of a watercourse or any part thereof shall, upon being required by the Board by notice, within such reasonable time as may therein be specified, take such steps as are specified in the notice, being such steps as the Board consider necessary and practicable for preventing the bank from becoming infested by rabbits, rats, coypu, foxes and moles or any other wild mammal not being an animal listed in Schedule 5 or Schedule 6 to the Wildlife and Countryside Act 1981, but excluding the water vole from such control.

13. **Damage by Animals to Banks**

All persons using or causing or permitting to be used any bank of any watercourse for the purpose of grazing or keeping any animal thereon shall take such steps including fencing as are necessary and reasonably practicable and shall comply with such reasonable directions as may from time to time be given by the Board to prevent the bank or the channel of the watercourse from being damaged by such use.

Provided that nothing in this Byelaw shall be deemed to affect or prevent the use of, for the purpose of enabling animals to drink at it, any place made or to be made or constructed as approved by the Board.

14. **Vehicles not to be Driven on Banks**

No person shall use or drive or permit or cause to be used or driven any cart, vehicle or implement of any kind whatsoever on, over or along any bank of a watercourse in such manner as to cause damage to such bank.

15. **Banks not to be Used for Storage**

No person shall use or cause or permit to be used any bank of any watercourse for the purpose of depositing or stacking or storing or keeping any rubbish or goods or any material or things thereon in such a manner as by reason of the weight, volume or nature of such rubbish, goods, material or things causes or is likely to cause damage to or endanger the stability of the bank or channel of the watercourse or interfere with the operations or access of the Board or the right of the Board to deposit spoil on the bank of the watercourse.

16. **Not to Dredge or Raise Gravel, Sand etc**

No person shall without the previous consent of the Board dredge or raise or take or cause or permit to be dredged or raised or taken any gravel, sand, ballast, clay or other material from the bed or bank of any watercourse.

17. **Fences, Excavations, Pipes etc**

No person shall without the previous consent of the Board -

- (a) place or affix or cause or permit to be placed or affixed any gas or water main or any pipe or appliance whatsoever or any electrical main or cable or wire in, under or over any watercourse or in, over or through any bank of any watercourse;
- (b) cut, pare, damage or remove or cause or permit to be cut, pared, damaged or removed any turf forming part of any bank of any watercourse, or dig for or remove or cause or permit to be dug for or removed any stone, gravel, clay, earth, timber or other material whatsoever forming part of any bank of any watercourse or do or cause or permit to be done anything in, to or upon such bank or any land adjoining such bank of such a nature as to cause damage to or endanger the stability of the bank;
- (c) make or cut or cause or permit to be made or cut any excavation or any tunnel or any drain, culvert or other passage for water in, into or out of any watercourse or in or through any bank of any watercourse;
- (d) erect or construct or cause or permit to be erected or constructed any fence, post, pylon, wall, wharf, jetty, pier, quay, bridge, loading stage, piling, groyne, revetment or any other building or structure whatsoever in, over or across any watercourse or in or on any bank thereof;
- (e) place or fix or cause or permit to be placed or fixed any engine or mechanical contrivance whatsoever in, under or over any watercourse or in, over or on any bank of any watercourse in such a manner or for such length of time as to cause damage to the watercourse or banks thereof or obstruct the flow of water in, into or out of such watercourse.

Provided that this Byelaw shall not apply to any temporary work executed in an emergency but a person executing any work so excepted shall, as soon as practicable, inform the Board in writing of the execution and of the circumstances in which it was executed and comply with any reasonable directions the Board may give with regard thereto.

18. **Tidal Outfalls**

No person shall place or cause to be placed or abandon or cause to be abandoned upon the foreshore any trees, roots of trees, branches, timber, tins, bottles, boxes, tyres, bricks, stones, soil, wire, rubbish or other object or matter whatsoever which (whether immediately or as a result of subsequent tidal action) may impede or be likely to impede the flow of water through the sluices or outfall pipes through the tidal banks or through the watercourses on such foreshore or impede or be likely to impede the operation of such sluices or outfall pipes or may cause or be likely to cause damage thereto.

19. **Interference with Sluices**

No person shall without lawful authority interfere with any sluice, or other water control structure or appliance for controlling or regulating the flow of water in, into or out of a watercourse.

20. **Mooring of Vessels**

No person shall moor or place any vessel in any watercourse or to or upon the bank of any watercourse in such manner or by such method as to cause or be likely to cause injury to such bank or in such manner as materially to obstruct or impede the free flow of water in, into or out of any watercourse.

21. **Unattended Vessels**

No person shall leave any vessel unattended without taking due care to prevent such vessel from materially obstructing or impeding the free flow of water in, into or out of any watercourse or any sluice in any bank.

22. **Removal of Sunken Vessels**

No person who is the owner of a vessel sunk, stranded, damaged or adrift in a watercourse or, in the case of a sunken vessel which is abandoned, who was the owner immediately before the abandonment shall, after ten days from the day on which the Board serves on him notice in writing that the vessel is causing obstruction, permit the vessel to remain in the watercourse in such a manner as to impede or harmfully divert the flow of water in, into or out of the watercourse.

23. **Navigation of Vessels**

No person shall navigate any vessels in such a manner or at such a speed as to injure the bank of any watercourse and where the Board have by notice erected at any place limited the speed of vessels passing such place no person shall navigate a vessel at a speed over the bed of the watercourse greater than the speed so limited.

Provided that the Board shall not exercise their powers under this Byelaw so as to limit the speed of -

- (a) vessels in any tidal waters except after consultation with the Department for Transport, or
- (b) vessels navigating waterways of the Canal and River Trust for which speed limits are prescribed by the Byelaws of such Trust.

24. **Damage to Property of the Board**

No person shall interfere with or damage any bank, bridge, building, structure, appliance or other property of or under the control of the Board.

25. **Defacement of Notice Boards**

No person shall deface or remove any notice board, notice or placard put up by the Board.

26. **Obstruction of the Board and Officers**

No person shall obstruct or interfere with any member, officer, agent or servant of the Board exercising any of his functions under the Act or these Byelaws.

27. **Savings for Other Bodies**

Nothing in these Byelaws shall -

- (a) conflict with or interfere with the operation of any Byelaw made by the Environment Agency or of any navigation, harbour, conservancy or local authority but no person shall be liable to more than one penalty or in the case of a continuing offence more than one daily penalty in respect of the same offence;
- (b) restrict, prevent, interfere with or prejudice the exercise of any statutory rights or powers which are now or hereafter may be vested in or exercised by -
 - (i) any public utility undertaking carried on by a local authority under any Act or under any Order having the force of an Act;
 - (ii) the undertakings of the Environment Agency and of any water undertaker or sewerage undertaker;
 - (iii) any public gas transporter within the meaning of part I of the Gas Act 1986;
 - (iv) any navigation, harbour or conservancy authority;
 - (v) any person who acts as the operator of a relevant railway asset, with respect to the construction, use or maintenance and repair of any such asset, or the free, uninterrupted and safe use of any such asset and the traffic (including passengers) thereof;
 - (vi) any local authority;
 - (vii) any highway authority for the purposes of the Highways Act 1980 (as amended by any subsequent enactment) in relation to any highway whether or not maintainable at public expense;
 - (viii) any undertaking engaged in the operation of a telecommunications system;
 - (ix) a relevant airport operator within the meaning of Part V of the Airports Act 1986;

- (x) the Civil Aviation Authority and any subsidiary thereof;
- (xi) the Canal and River Trust;
- (xii) the Coal Authority;
- (c) restrict, prevent, interfere with or prejudice any right of a highway authority to introduce into any watercourse surface water from a highway, for which it is the highway authority;
- (d) restrict, prevent, interfere with or prejudice any right of a licence holder within the meaning of Part I of the Electricity Act 1989 to do anything authorised by that licence or anything reasonably necessary for that purpose;
- (e) affect any liability arising otherwise than under or by reason of these Byelaws.

28. **Saving for Crown Lands**

- (a) Nothing in these Byelaws shall operate to prevent the removal of any substance on, in or under (or the erection of any structure, building or machinery or any cable, wire or pipe on, over or under) lands belonging to Her Majesty in right of the Crown by any person thereunto authorised by the Crown Estate Commissioners.
- (b) Nothing contained in any of the foregoing byelaws should be deemed to be or shall operate as a grant by or on behalf of the Crown as owner of the foreshore below high water mark of any estate or interest in or right over such foreshore, or any part thereof, nor shall anything contained in or done under any of the provisions of the foregoing byelaws in any respect prejudice or injuriously affect the rights and interests of the Crown in such foreshore, or prevent the exercise thereon of any public rights or prejudice or injuriously affect any right, power or privilege legally exercisable by any person in or over and in respect of the seashore.

29. **Arbitration**

- (a) Where by or under any of these Byelaws any person is required by a notice in writing given by the Board to do any work to the satisfaction of the Board or to comply with any directions of the Board, he may within 21 days after the service of such notice on him give to the Board a counter-notice in writing objecting to either the reasonableness of or the necessity for such requirement or directions, and in default of agreement between such person and the Board the dispute shall, when the person upon whom such notice was served is a drainage or local authority be referred to the Secretary of State whose decision shall be final, and in any other case shall be referred to the arbitration of a single arbitrator to be appointed in default of agreement by the President of the Institution of Civil Engineers on the application of either party. Where such a counter-notice has been given to the Board the operation of the notice shall be suspended until either agreement has been reached or the dispute has been determined by arbitration in accordance with the provisions of this Byelaw;
- (b) where by or under these Byelaws any person is required by a notice in writing given by the Board to do any work to the satisfaction of the Board or to comply with any directions of the Board and any dispute subsequently arises as to whether such work has been executed or such directions have been complied with, such dispute if it arises between a drainage authority or local authority and the Board shall be referred to the

Secretary of State whose decision shall be final, and in any other case shall be referred to the arbitration of a single arbitrator to be appointed in default of agreement by the President of the Institution of Civil Engineers on the application of either party;

- (c) where by or under Byelaws 3, 6, 10, 16 or 17 any person is required to refrain from doing any act without the consent of the Board such consent shall not be unreasonably withheld and may be either unconditional or subject to such reasonable conditions as the Board may consider appropriate and where any dispute arises as to whether in such a case the consent of the Board is being unreasonably withheld, or as to whether any conditions subject to which consent is granted are unreasonable, such dispute shall if it arises between a drainage authority or local authority and the Board be referred to the Secretary of State whose decision shall be final, and in any other case such dispute shall be referred to the arbitration of a single arbitrator to be appointed in default of agreement by the President of the Institution of Civil Engineers on the application of either party.

30. **Notices**

Notices and any other documents required or authorised to be served or given under or by virtue of these Byelaws shall be served or given in the manner prescribed by section 71 of the Act.

31. **Limitation**

- (a) Nothing in these Byelaws shall authorise the Board to require any person to do any act, the doing of which is not necessary for securing or furthering one or more of the Purposes or to refrain from doing any act, the doing of which does not affect the environment or adversely affect either the efficient working of the drainage system of the District or the effectiveness of flood risk management within the District.
- (b) If any conflict arises between these Byelaws and
 - (i) sections 61A to E of the Land Drainage Act 1991 (which relates to the Board's duties with respect to the environment), or
 - (ii) the Conservation of Habitats and Species Regulations 2017, as amended¹the said Act and the said Regulations shall prevail.

32. **Revocation**

The Byelaws made by the Board on the 8th day of November 2001 are hereby revoked.

33. **Interpretation**

In these Byelaws, unless the context otherwise requires, the following expressions shall have the meaning hereby respectively assigned to them, that is to say:-

"the Act" means the Land Drainage Act 1991;

¹ SI 2017/1012

"Animal" includes any horse, cattle, sheep, deer, goat, swine, goose or poultry;

"Bank" includes any bank, cross bank, wall or embankment adjoining or confining or constructed for the purpose of or in connection with any watercourse and includes all land between the bank and the low water mark or level of the water in the watercourse as the case may be and where there is no such bank, cross bank, wall or embankment includes the top edge of the batter enclosing the watercourse;

"Board" means the Ancholme Internal Drainage Board;

"Consent of the Board" means the consent of the Board in writing signed by the Clerk for the time being of the Board or other duly authorised officer;

"District" means the area under the jurisdiction of the Board;

"Occupier" means in the case of land not occupied by any tenant or other person the person entitled to the occupation thereof;

"Owner" includes the person defined as such in the Public Health Act 1936;

"Relevant Railway Asset" means

(a) a network, operated by an "approved operator" within the meaning of section 25 of the Planning Act 2008,

(b) a station which is operated in connection with the provision of railway services on such a network,

or

(c) a light maintenance depot

Expressions used in this definition and in the Railways Act 1993 have the same meaning in this definition as they have in that Act, ("railway" not having its wider meaning) and a network such as is described in (a) above shall not cease to be such a network where it is modified by virtue of having any network added to it or removed from it.

"The Secretary of State" means the Secretary of State for Environment, Food and Rural Affairs;

"Vegetation" means trees, willows, shrubs, weeds, grasses, reeds, rushes or other vegetable growths;

"Vessel" includes any ship, hovercraft (as defined by the Hovercraft Act 1968), lighter, keel, barge, tug, launch, houseboat, pleasure or other boat, aircraft, randan, wherry, skiff, dinghy, shallop, punt, yacht, canoe, raft, float of timber or any other craft whatsoever, and howsoever worked, navigated or propelled;

"Water control structures" means a structure or appliance for introducing water into any watercourse and for controlling or regulating or affecting flow, and includes any sluice, slacker, floodgate, lock, weir, pump or pumping machinery;

and other expressions shall have the same meanings as in the Act.

THE COMMON SEAL OF THE

**ANCHOLME INTERNAL DRAINAGE BOARD was hereunto affixed on the 3 November 2021
in the presence of:**

Chairman

Clerk

PENALTY NOTE

By section 66(6) of the Land Drainage Act 1991 every person who acts in contravention of or fails to comply with any of the foregoing Byelaws is liable on summary conviction in respect of each offence to a fine not exceeding the amount prescribed from time to time for level 5 on the standard scale referred to in section 122 of the Sentencing Act 2020 and a further fine not exceeding Forty pounds for every day on which the contravention or failure is continued after conviction. By section 66(7) of the Act if any person acts in contravention of or fails to comply with any of these Byelaws the Board may without prejudice to any proceedings under section 66(6) of the Act take such action as may be necessary to remedy the effect of the contravention or failure and may recover the expenses reasonably incurred by it in doing so from the person in default.

(N.B. This note may accompany the Byelaws, but is not part of them)



12. APPENDIX C – Lincolnshire Riparian Project

The minutes of the three meetings of the main group can be found over the following pages.

MINUTES

Name of Meeting	Lincolnshire Riparian Working Group – Meeting 7	
Location/Platform	Via Microsoft Teams	
Date and Time	08th June 2021 – 13:00 – 15:00	
Apologies	Darren Cowling; Nicola Craven; Tammy Smalley	
Attendees		
Bohdan Dawyd (BD)	Matthew Harrison (MH)	Richard Fenwick (RF)
Dale Brain (DB)	Paul Brookes (PB)	Ryan Davies (RD)
Gemma Ward (GW)	Paul Jones (PJ)	Steve Ross (SR)

1	Welcome and Protocol
	(1) The Chairman welcomed everyone to the meeting, explained the meetings protocol and invited introductions.
2	Minutes of the Meeting Held on the 28th April 2021
	(1) The Minutes of the Meeting held on the 28 th April 2021 were agreed as an accurate record.
3	Long List of Actions
	<p>(1) RD provided an overview of the draft long list of actions document. During the subsequent discussion it was noted that:</p> <ul style="list-style-type: none"> • The document should be utilised to guide the activities of the working group; • Due to the potential implementation of new legislation / the revision of existing legislation, Internal Drainage Boards (IDB) may now be able to legally extend their operational boundaries. PJ agreed to contact relevant IDB clerks in relation to this matter and provide PB with an update; • The Association of Drainage Authorities is currently reviewing the amount that can be charged for Section 23 Land Drainage Act (1991) consent; • The current status of each option should be recorded within the long list of actions document; • The next stage of the process would be to review the status of each option. Following on from this, the Lincolnshire Riparian Working Group (LRWG) can begin development of a short list of options. <p>(2) It was agreed that:</p> <ul style="list-style-type: none"> • Task 1 – RD would circulate a revised long list of actions document. • Task 2 – All members of the LRWG would review and update the revised long list of actions document.

	<ul style="list-style-type: none"> • Task 3 – RD would arrange a shared storage location for all relevant documentation.
4	Review of Action Plan and Next Steps
	<p>(1) RD provided an overview of the current action plan. The following key pieces of information were noted:</p> <ul style="list-style-type: none"> • PB is presenting Lincolnshire County Council's enforcement guide to the Directorate Leadership Team (DLT) on Friday 11th June 2021; • The fly tipping article shall be trialed at the DLT meeting on Friday 11th June 2021; • The action plan is a partnership document and can be updated by any member of the LRWG. <p>(2) It was agreed that:</p> <ul style="list-style-type: none"> • Task 4 – PB would share the enforcement guide with members of the LRWG following the DLT meeting on Friday 11th June 2021.
5	Any Other Business
	<p>(1) GW thanked everyone who attended the Environment Agencies riparian workshop and noted that information is currently being collated.</p>
6	Date & Time of Next Meeting
	<p>(1) The dates and times of upcoming meetings are as follows:</p> <ul style="list-style-type: none"> • 06/07/2021 – 10:00 – 12:00 • 10/08/2021 – 13:00 – 15:00 • 07/09/2021 – 10:00 – 12:00 • 05/10/2021 – 10:00 – 12:00 • 09/11/2021 – 10:00 – 12:00 • 07/12/2021 – 10:00 – 12:00

The meeting was closed at 14:10

MINUTES

Name of Meeting	Lincolnshire Riparian Working Group – Meeting 8	
Location/Platform	Via Microsoft Teams	
Date and Time	06 th July 2021 – 10:00 – 12:00	
Apologies	James Grant (JG), Steve Ross (SR) – East Lindsey District Council, Tammy Smalley (TS) – Lincolnshire Wildlife Trust	
Attendees		
Alan Drury (AD) – North Lincolnshire Council (NLC)	Mark Drust (MD) – NLC	Pete Rogers (PR) – South Kesteven District Council
Bohdan Dawyd (BD) – North Kesteven District Council	Matthew Harrison (MH) – Lincolnshire County Council (LCC)	Richard Fenwick (RF) – LCC
Daniel Harrison (DH) – North East Lincolnshire Council	Paul Brookes (PB) – LCC	Ryan Davies (RD) – LCC
Gemma Ward (GW) – Environment Agency	Paul Jones (PJ) – Scunthorpe & Gainsborough Water Management Board	

1	Welcome and Protocol
	(1) The Chairman welcomed everyone to the meeting, explained the meetings protocol and invited introductions.
2	Minutes of the Meeting Held on the 08th June 2021
	(1) The Minutes of the Meeting held on the 08 th June 2021 were agreed as an accurate record.
3	Review of Long List of Options Document
	<p>(1) The group reviewed the status of the 'long list of options' document. During the discussion:</p> <ul style="list-style-type: none"> • RD informed the group that an online storage location is currently been developed; • It was agreed that RD would review option 15.5 taking into account comments from GW and PJ (Task 1); • The creation of individual task and finish groups was proposed. All present supported the approach, and it was agreed that all members would review the list of current themes and indicate as to which themes they would like to work on by close of play 14/07/2021 (Task 2); • RF stated that he wished to be involved in theme 8 communications and engagement.

4	Review of Action Plan and Next Steps
	<p>(1) The group reviewed and updated the action plan. It was noted that:</p> <ul style="list-style-type: none"> • The parish / town council questionnaire documents are currently under review by LCC's portfolio holder, senior management team and engagement team; • Task 3 – RD would circulate the questionnaire documents to DH; • When ready, DH would circulate the questionnaire documents to parish / town councils in North East Lincolnshire; • RD reiterated Task 2 (see above) and agreed to circulate the current 'long list of options' document (Task 4).
5	Update on EA National Review
	<p>(1) GW provided an update in relation to the national review of the 'owning a watercourse' webpage. It was noted that:</p> <ul style="list-style-type: none"> • The creation of engagement forms is progressing; • Stakeholders involved in the workshops will have the opportunity to comment on the draft version and help shape what the final product will look like; • More details on timescales will be provided in the next couple of months. If it goes out for tender in July will hopefully see things happening in August / September; • The communication and distribution procedure is being developed.
6	Any Other Business
	<p>(1) NA</p>
7	Date & Time of Next Meetings
	<p>(1) The dates and times of upcoming meetings are as follows:</p> <ul style="list-style-type: none"> • 10/08/2021 – 13:00 – 15:00; • 07/09/2021 – 10:00 – 12:00; • 05/10/2021 – 10:00 – 12:00; • 09/11/2021 – 10:00 – 12:00; • 07/12/2021 – 10:00 – 12:00.

The meeting was closed at 10:53

MINUTES

Name of Meeting	Lincolnshire Riparian Working Group – Meeting 9	
Location/Platform	Via Microsoft Teams	
Date and Time	10 th August 2021 – 13:00 – 15:00	
Apologies	Matt Moore (MM); Pete Rogers (PR); Tammy Smalley (TS)	
Attendees		
Dale Brain (DB) – North Kesteven District Council	Paul Jones (PJ) – Scunthorpe & Gainsborough Water Management Board	Sam Cross (SC) – North Lincolnshire Council
Daniel Harrison (DH) – North East Lincolnshire Council	Pete Rogers (PR) – South Kesteven District Council	Steve Ross (SR) – East Lindsey District Council
Matthew Harrison (MH) – Lincolnshire County Council (LCC)	Richard Fenwick (RF) – LCC	Sue Turner (ST) – Lincolnshire River Trust
Paul Brookes (PB) – LCC	Ryan Davies (RD) – LCC	

1	Welcome and Protocol
	(1) The Chairman welcomed everyone to the meeting, explained the meetings protocol and invited introductions.
2	Minutes of the Meeting Held on the 06th July 2021
	<p>(1) The Minutes of the Meeting held on the 6th July 2021 were agreed as an accurate record.</p> <p>(2) It was agreed that RD would review option 15.5 taking into account comments from GW and PJ (Task); completed by RD.</p> <p>(3) The creation of individual task and finish groups was proposed. All present supported the approach, and it was agreed that all members would review the list of current themes and indicate as to which themes they would like to work on by close of play 14/07/2021 (Task); completed by RD.</p>
3	Take Stock Exercise
	(1) Due to current resource demands RD explained that a review exercise would not be undertaken at present.
4	Working Group Updates
	(1) The Parish / Town Council questionnaire has now been distributed to all identified participants within Greater Lincolnshire. So far 10 responses have been received. The deadline for questionnaire completion is 12 th September 2021. It was agreed that:

	<p>Task 1 - RD would circulate the questionnaire to all members of the working group.</p> <p>(2) Following on from this a brief update was provided from each working group with regards to options development. It was noted that:</p> <ul style="list-style-type: none"> • 3 working groups have been established which cover all 7 themes being taken forward. • Soft deadline to complete short list of options 12th September 2021. • 7 of the options identified aren't being taken forward at all. • 4 options aren't currently at this moment being taken forward. • 24 options are still being taken forward.
5	Update on EA National Review
	<p>(1) The Environment Agency (EA) is conducting a review of the owing a watercourse webpage with a view to produce an engagement resource. It was noted that the EA is currently going out to tender, and that it is envisaged that the engagement resource shall be provided to risk management authorities for comment sometime in autumn.</p>
6	Review of Action Plan and Next Steps
	<p>(1) The working group reviewed the existing action plan. The key priority of the group moving forward is to develop the draft short list of options by close of play 12th September 2021.</p>
7	Any other Business
	<p>(1) NA</p>
8	Date & Time of Next Meetings
	<p>(1) The dates and times of upcoming meetings are as follows:</p> <ul style="list-style-type: none"> • 07/09/2021 – 10:00 – 12:00; • 05/10/2021 – 10:00 – 12:00; • 09/11/2021 – 10:00 – 12:00; • 07/12/2021 – 10:00 – 12:00.

The meeting was closed at 13.48



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