

MINUTES OF THE 23RD MEETING OF THE WAVENEY LOWER YARE AND LOTHINGLAND INTERNAL DRAINAGE BOARD HELD ON 8TH FEBRUARY 2018 AT 2 O'CLOCK AT HADDISCOE VILLAGE HALL

PRESENT

Mr B Collen (Chairman)
Mr H Carrie (Vice Chairman)
Mr R Beevor
Mr H Budgen
Mr J Brown
Mr P Cargill
Mr J Fiennes
Miss R Hipperson
Mr C Mutten
Mr W Slater
Mr I Vincent
Councillor B Lawn (GYBC)
Councillor T Andrews (GYBC)
Councillor M Fairhead (GYBC)
Councillor J Savage (SNDC)
Councillor G Nurden (Broadland)

APOLOGIES

Mr R Basey-Fisher
Mr D Burroughs
Mr M Caston
Mr M Gooch
Mr D Watson
Councillor C Gould (SNDC)
Councillor C Rivett (WDC)

IN ATTENDANCE

Mr B Blower (Clerk)
Ms K Thomas (Water Management Alliance)
Mr G Bloomfield (Water Management Alliance)

23.1 Benacre Pump

Karen Thomas and Giles Bloomfield from Water Management Alliance had been invited to attend the meeting for the purposes of updating the Board on progress with the Benacre pump scheme and the Chairman asked them to make their presentation at the beginning of the meeting. KT explained the background to the problems we now face with the Benacre pump caused primarily by the Ness moving north leaving the pumping station at extreme risk of being lost to the sea. She explained that historically the coastline adjacent to the pumping station had been protected with imported

rock and that this solution was no longer sustainable in the long term. Various studies have been undertaken to consider the possible options for protecting the coastline. Alternative lines of defence as far inland as the A12 have been considered with a view to determining the most cost effective solution. Halcrow (CH2M) have been engaged to propose and evaluate the options and the scheme being recommended involves two new walls within estimated cost in the region of ten million pounds. The Board was leading the project with the assistance of the Water Management Alliance as this meant that more sources of local funding would be available than if the Environment Agency undertook the scheme. There had been a good level of local engagement with three separate drop in days organised in November 2017 and from these there had been positive feedback indicating a high level of local interest in finding a practical solution to the problem. The scheme is not going to attract more than about half a million pounds in central government funding because there are only forty four houses that would be protected. This meant that other funding streams were being investigated involving the local authorities and local businesses. The next step is to refine the costs by looking further at the required capacity of the new pumps. The business case was being developed with the assistance of a report from Mott McDonald.

In January work had been carried out through the IDB at the cost of Parkdene Resorts and Benacre Estate to provide additional temporary protection for the frontage. This involved filled sandbags being encased with a geotech style membrane and then being covered with more sand. This work would hopefully give sufficient time for the business case to be fully developed and the final scheme to be decided upon.

Longer term, assuming the scheme proceeds, a decision will need to be taken on whether the Board will take over responsibility for running any new pumping station. GB had already raised with the Environment Agency the fact that there were going to be issues with affordability given the low value and limited area from which the Board collects rates. This meant that the discussion had been opened about the possibility of moving back the IDB boundaries to include the entire catchment or finding an alternative means by which the Agency could contribute towards the scheme from the general drainage charge raised within the catchment.

GB and KT were warmly thanked for their work to date and for the presentation given to the Board and at this point they left the meeting.

23.2 Minutes

The Minutes of the meeting of the Board held on 22nd June 2017 were unanimously approved and the Chairman was authorised to sign them. There were no matters arising.

23.3 Resignation of Richard Cundy

It was reported that Mr Cundy had resigned from the Board and the Clerk was directed to write to him to thank him for his contribution. Board members were invited to consider alternative appointments from the Waveney Valley area. Miss Hipperson suggested asking Alex Mann and she would provide contact details.

23.4 Health and Safety

Mr Mutten presented his report. Work place inspections had continued up until December 2017 and there had been no reports of accidents or near misses. He had no further information on the outstanding issues referred to at the last meeting from Caldecott. The Clerk informed the Board that NFU had carried out a risk assessment and had made certain recommendations. The Clerk had received assurance via email from Mrs Roberts that the recommendations had been complied with. The Clerk was directed to organise a further visit by the NFU to check that the recommendations had been dealt with.

The Chairman reported that Mr Mutten had tendered his resignation as health and safety officer. The reason for this was that he no longer had the time for the work and he was concerned about the personal risk arising from carrying on this work. The Clerk informed the Board that he had considered two possible alternative ways of dealing with health and safety. The first was to engage the NFU to carrying out the risk assessment for pumping stations and he said that they had quoted a figure of £250.00 per station for this work. He was unsure at this stage whether they would review health and safety policies and other related documents and this would require further investigation but if they were not then outside consultants could be used. The Clerk had also spoken to Phil Camamile of Water Management Alliance and had received positive feedback and an indication that they may be able to assist here. They have people with the necessary NEBOSH qualifications who could carry out inspections. They use outside consultants to advise on any necessary updates and to prepare policies and related documents and we could follow the same process. The Board authorised the Chairman and the Clerk to make further enquires on these two options either of which would be acceptable and to implement the one which would be most cost effective.

23.5 Risk Register, Financial Regulations and Asset Register

These documents were reviewed and approved and it was noted that the items listed on the Asset Register had been inspected. The Clerk asked the Board to consider an amendment to the Financial Regulations to allow the Clerk to adopt electronic banking. In particular he sought the ability to send money electronically and explained that in order to do this Mrs Lovegrove would need to become an authorised signatory to the account so that she could setup payments for the Clerk then to implement. He proposed that paragraph two of the Financial Regulations be amended slightly so that on each reference to BACS there would be added reference to electronic payments and this was unanimously approved.

23.6 Maintenance Issues

23.6.1 David Thomas' Report

David Thomas' report was considered and noted. The Clerk reported that Mr Thomas wished to resign as surveyor to the Burgh Castle Level because he wanted to reduce his workload. Mr Carrie had offered to undertake the work at a cost of £4.50 per acre (£5,295.00 per annum). The Clerk had also spoken with Matthew Philpott who works for the Water Management Alliance who had indicated that he would be prepared to assist with this work. The WMA charge for this would be £55.00 an hour. Mr Thomas had spent roughly forty hours a year working on this district so if Philpott spent the same amount of time this would be potentially cheaper than the offer from Mr

Carrie. Mr Vincent suggested that enquiry should be made of landowners on the Level who may also be interested in undertaking the work. The Clerk pointed out that anybody who dealt with this would need to have a knowledge of technical issues in order to undertake the necessary liaison and negotiation with developers and others that was regularly required in respect of the industrial and residential areas. The Chairman and Clerk were directed to look at the options and were authorised to make what they considered to be the most appropriate appointment. Mr Carrie was thanked for his offer to assist.

23.6.2 Haddiscoe Island Concrete Road

The offer from BAM Nuttall to sell the concrete road was reconsidered. Miss Hipperson expressed her concern that there was a risk that if this land passed into the wrong hands this could give rise to difficulties with obtaining access to the island. After some discussion it was agreed to accept the offer from Nuttall to sell the land for £1.00 but the Board was not prepared to pay Nuttall's fees for dealing with the sale. It was noted that this would mean that the Board would accept responsibility for future maintenance from the date of the transfer.

23.6.3 Hardley Mill Road

The Clerk reported on the complaints that had been made to him regarding the condition of the Hardley Mill Road and the cause of this. It was resolved that the Board should use the reserve built up to carry out the required repair work as soon as conditions allowed.

23.6.4 Haddiscoe Island Amalgamation of Sub Districts

The proposal to amalgamate all levels on the Island was considered and concern expressed particularly about the cost of repairing the road and cattle grids not used by those at the western end of the island. The Clerk was asked to prepare some illustrative figures to demonstrate the effect of the proposed change for further consideration.

23.6.5 Halsbury Homes Development at George Lane Loddon

This proposal was considered and the Clerk outlined the background. There were reservations expressed about giving approval to the scheme given the fact that no guarantee was in place that the arrangement proposed for the management company to maintain the lagoon could be relied upon. After some debate it was agreed that the consent to discharge be granted on the proviso that consent could be withdrawn if the lagoon was not properly maintained.

23.6.6 Barnby Pump

The Clerk reported on the problem there had been with the electric supply cables in the column to one of the pumps at Barnby. The cables had been damaged probably by debris passing through the pump. He reported on the response he had received from Bedford Pumps to his query about the vulnerability of the cables and explained that their recommendation that the cables be set up so that they are taut with no slack. This had been referred back to Mr Hunt who had denied that the cables had been installed incorrectly but had offered as a gesture of goodwill to re-inspect at no cost the cables for the second pump at Barnby and for the two new pumps at Askews and it was agreed to accept this offer in order to conclude the matter.

23.6.7 Burgh Road Drainage

Councillor Fairhead raised the problem householders were having with the drainage in the dykes behind Burgh Road. It was agreed that Mr Vincent would have a look at this as he may be able to offer a solution that the surveyor had hitherto not been able to suggest. Otherwise the new surveyor for the district would be asked to look at this.

23.7 External Auditor's Report

Board members had considered the BDO report for the year ending 31st March 2017. The annual return including the BDO certificate was approved and accepted.

23.8 Capital Schemes

There were no future schemes planned other than the Benacre Pump replacement referred to above. Until the Environment Agency reach a conclusion about the implementation of the eel regulations and their requirements for fish friendly pumps it was not thought appropriate to bring forward any new scheme.

23.9 Review of Contractors Rates

The Board considered the payment schedule and advised on the latest available figures for the yearly increase in the all items RPI index, the CPI index and the increases in the minimum wage and the living wage effective April 2018 and November 2017 respectively. In the light of these figures it was agreed to increase the rates by three per cent with effect from 1st April 2018.

23.10 Approval of Estimates and Rates for the Year Ending 31st March 2019

The Clerk estimates for expenditure for year ending 31st March 2019 had been considered by the Board Members prior to the meeting. Having considered the figures the Board approved the following rates.

Waveney Valley	4p in the pound
Geldeston 1	11p
Geldeston 2	23p
Barsham 1	25p
Barsham 2	40p
Remainder	3p
Gillingham	9p
Worlingham	40p
North Cove/Barnby	60p
Long Dam	45p
Short Dam	58p
Blundeston	52p
General	7p

Coldecott	1.30p
Belton	5p
Burgh St Peter	58p
Wheatacre	31p
Haddiscoe	28p
Askews	72p
Island	82p
Pettingills	84p
Fringe	35p
Powells	12p
Ravensingham	50p
Norton Low	40p
Norton	56p
Limpenhoe	58p
Langley Pumped	40p
Claxton Gravitation	15p
Burgh Castle	3p
Lothingland	21p

23.11 Special Levy

It was resolved to make the following special levies

Breckland District Council	£543.70
Mid Suffolk District Council	£10,655.15
Waveney District Council	£25,017.95
South Norfolk District Council	£89,967.53
Broadland District Council	£849.68
Great Yarmouth Borough Council	£43,628.77

23.12 Deposit Balance

The Clerk reported the deposit balances as at 8th February 2018 as follows

Handelsbanken	£319,527.76 (0.35%)
National Counties BS	£218,389.27 (0.77%) matures 16.08.2018
National Counties BS	£221,550.67 (0.88%) matures 07.11.2018
Nottingham BS	£310,751.53 (0.83%) matures 19.12.2018

In the Barclays account on 18.01.2018 there was £167,917.79

23.13 Arrears

The Clerk reported that the arrears outstanding were as set out on the sheet attached to these Minutes. The Clerk was authorised to write off £20.80 from assessment number 15/011/025 and £62.70 from assessment number 19/307/009. Consideration should be given to reducing the annual value of the land in the latter assessment where Mr Bramley had withheld the rate for reasons discussed before.

23.14 Expenditure Report

The summary of expenditure incurred as attached to these Minutes had been circulated with the Agenda and the expenditure list was approved.

23.15 Any Other Business

It was agreed that the next meeting of the Board will be held on 21st June 2018 at 2 o'clock at Haddiscoe Village Hall.

Arrears as at 8th February 2018

Blundeston

15/011/025 Mr P Girling 1.60 ac. Av. £44.00 £20.80 - Current

Burgh Castle

21/011/003 Mr J E Duffield £6.57 - Current

21/011/016 Mr C Demetriou £6.86 - Current

Limpenhoe

17/21/012 Mr C F McNeil £38.08- Current

Lothingland

16/11/047 Mr T Crick £1258.68- Current

Remainder

19/307/009 Gillingham Estate & Farms £62.70 - 2013/14

Haddiscoe

20/31/066 Mr MacCallum 2.50 ac. Av. £80.00 £21.60 - Current

20/31/078 Mr and Mrs B C Macro £15.60 - 2016/17

Langley Pumped

12/087/008 Mrs C Gardner £41.04 - Current

12/087/014 Mr and Mrs T Conlin £122.50 - Current

Waveney Valley

22/0021 Mr R Seppings £14.28 - 2016/17

22/0097 C Hadingham & Son £1.70 - Current

22/0297 The Otter Trust £28.50 - Current

22/0360 Miss L M Duffield £6.96 - Current

22/0367 Mr and Mrs P Murton £53.90 - 2010

	All levels Amount	Barnby Amount	Blundeston Amount	Burgh Castle Amount	LCT Askews Amount	LCT Levels Amount	LCT Pellingills Amount	Limpenhoe Amount	Lothingland Amount
Administration	£45,001.22								
Advertising Fees	£745.77								
Audit Fees	£1,600.00								
Bank Charges	£542.74								
Consultant	£990.00								
Dyke and Other Maint		£70.51							
Electricity		£7,437.81	£2,550.66	£1,177.56	£2,359.47	£540.00			
H and S	£1,569.05							£1,762.15	
Insurance	£16,131.44								
Internal Audit	£1,850.00								
Licence Fee	£369.43								
Loan Interest			£2,199.08		£947.44		£7,830.52		
Miscellaneous	£560.00								
Money on deposit	£100,000.00								
Precept	£78,355.00								
Pump Attendant		£3,374.26	£672.00	£2,792.71		£275.01			
Pump Repair/Serv		£384.98	£740.00	£14,834.86				£195.00	
Pump Scheme									£36,635.44
Rates refund						£46,525.02			
Roadway Repairs									
Room Hire	£20.10					£4,610.00			
Surveyors fees	£211.40			£1,361.92					
Telemetry	£566.44					£2,208.51		£1,600.84	
Total	£248,512.59	£11,267.66	£6,161.74	£20,167.05	£3,306.91	£54,058.54	£7,830.52	£3,547.99	£36,635.44

	LW Barsham Amount	LW Geld 2nd Amount	LW Gillingham Amount	LW Long Dam Amount	LW Short Dam Amount	LW Worthingham Amount	LWS BST Pefer Amount	LWS Haddlescoe Amount	LWS Whealacre Amount
Administration									
Advertising Fees									
Audit Fees									
Bank Charges									
Consultant									
Dyke and Other Maint		£3,627.00	£2,990.00	£1,755.00			£948.60	£2,465.00	£1,600.00
Electricity	£1,067.48		£897.03	£3,054.67	£463.33	£5,063.92	£989.89	£1,943.79	£1,648.19
H and S									
Insurance									
Internal Audit									
Licence Fee									
Loan interest	£780.04			£2,308.06	£574.13		£3,199.80		
Miscellaneous							£149.00		
Money on deposit									
Precept									
Pump Attendant			£1,296.09	£600.00	£400.00	£3,486.00		£3,466.62	
Pump Repair/Serv	£470.00			£970.00		£2,971.73	£820.00		
Pump Scheme									
Rates refund									
Roadway Repairs									
Room Hire								£550.00	
Surveyors fees									
Telemetry						£237.00		£1,880.67	
Total	£2,317.52	£3,627.00	£5,183.12	£8,687.73	£1,437.46	£11,758.65	£6,107.29	£10,306.08	£3,248.19

	LWT Bellon Amount	LWT Caldecott Amount	LYS Langley Pur Amount	LYT Fringe Amount	LYT Levels Amount	LYT Low. Gravit Amount	LYT Norton Amount	LYT Norton Low Amount	LYT Powells Amount
Administration									
Advertising Fees									
Audit Fees									
Bank Charges									
Consultant									
Dyke and Other Maint	£980.00		£5,918.47	£1,065.00					
Electricity	£4,568.69	£2,037.26	£14,967.78			£2,803.50	£3,549.00	£1,750.00	£210.00
H and S							£4,061.11		
Insurance									
Internal Audit									
Licence Fee									
Loan interest									
Miscellaneous	£331.00	£430.00					£1,058.20		
Money on deposit									
Precept									
Pump Attendant	£2,141.66		£6,220.17		£5,186.25				
Pump Repair/Serv	£6,389.40	£6,120.90	£5,785.50				£4,288.22		
Pump Scheme			£2,406.80						
Rates refund									
Roadway Repairs					£21.56				
Room Hire									
Surveyors fees						£3,273.59			
Telemetry			£90.00						
Total	£14,390.75	£8,586.16	£35,386.72	£1,085.00	£8,481.40	£2,803.50	£12,966.53	£1,750.00	£210.00

	LYT Raveningha Amount	NC/Barnby Amount	Waveney Valley Amount	Total Amount
Administration				£45,001.22
Advertising Fees				£745.77
Audit Fees				£1,600.00
Bank Charges				£542.74
Consultant				£990.00
Dyke and Other Maint	£2,380.00	£300.00	£3,120.00	£6,072.08
Electricity	£270.20			£66,310.99
H and S				£1,569.05
Insurance				£16,131.44
Internal Audit				£1,850.00
Licence Fee				£369.43
Loan interest				£18,897.27
Miscellaneous				£1,470.00
Money on deposit				£100,000.00
Precept				£78,355.00
Pump Attendant				£29,910.77
Pump Repair/Serv				£43,970.59
Pump Scheme		£9.11		£85,576.37
Rates refund			£31.17	£52.73
Roadway Repairs				£5,080.00
Room Hire				£20.10
Surveyors fees			£2,380.82	£13,154.75
Telemetry				£566.44
Total	£2,650.20	£309.11	£5,531.99	£38,305.74