

**MINUTES OF THE 25TH MEETING OF THE WAVENEY LOWER YARE AND LOTHINGLAND
INTERNAL DRAINAGE BOARD HELD ON 7TH FEBRUARY 2019 AT 2 O'CLOCK AT
HADDISCOE VILLAGE HALL**

PRESENT

**Mr B Collen (Chairman)
Mr H Carrie (Vice Chairman)
Mr R Basey-Fisher
Mr R Beevor
Mr H Budgen
Mr D Burroughs
Mr M Gooch
Ms R Hipperson
Mr C Mutten
Mr W Slater
Mr I Vincent
Mr D Watson
Sir Nicholas Bacon
Councillor M Fairhead (GYBC)
Councillor C Gould (SNDC)
Councillor J Savage (SNDC)
Councillor D Beavan (WDC)
Councillor G Nurden (Broadland)**

IN ATTENDANCE

Mr B Blower (Clerk)

APOLOGIES

**Mr J Brown
Mr M Caston
Councillor C Annison (GYBC)
Councillor D Drewitt (GYBC)**

25.1 Appointment of Chair and Vice Chair

The Clerk informed the Board that Messrs Collen and Carrie had indicated their willingness to continue to serve the Board as Chairman and Vice Chairman respectively. The appointment of Mr Collen as the Chairman and Mr Carrie as Vice Chairman was unanimously approved and Mr Collen then took the Chair.

25.2 Co-option

It was reported that Mr Fiennes had left the employment of the Raveningham Estate which meant that there was a position vacant on the Board. Sir Nicholas Bacon had indicated that he would be willing to serve on the Board and it was unanimously agreed that he should be co-opted as a member of the Board with immediate effect.

25.3 Capital Scheme – Benacre Pumping Station

The Chairman welcomed Karen Thomas of the Water Management Alliance who made a presentation to the Board on the re-alignment and replacement of the Benacre Pumping Station. She outlined the background to the Scheme made necessary by the northward progression of Benacre Ness along the coast leaving the Pumping Station exposed to wave action. This in turn meant that there was a significant risk of a breach to the sea wall which could result in flooding well upstream in the Lothingland Hundred Valley (including flooding of the main A12 trunk road). She outlined the temporary works that had been undertaken at the joint expense of Benacre Estate and Park Dean Resorts to install geotextile bags to protect the immediate frontage by the existing Pumping Station. This work was intended to provide the time that it would take to put together a business case and implement a long term solution. The Board is taking the lead and is working with a number of partners to find an appropriate solution and line for new flood walls. The preferred option is a new defence just downstream from the A12 with a further defence behind the Park Dean Resort Camp to provide protection for Kessingland Village. This presents opportunities for the creation of a new inter-tidal habitat on the eastern side of the new main wall. The estimated overall project cost at this stage is £10-£12,000,000.00. Further work is required to determine an appropriate size for the new pumps. Suffolk County Council have pledged £2,000,000.00 already for the protection that the new Scheme will provide for the A12. Further work is being undertaken by Jacobs to prepare the outline business case to enable a full application to be made for Grant in Aid and it is hoped that the application for grant should be ready for submission in Spring 2020. It is necessary to think imaginatively to draw in as much partnership funding for the Scheme as possible as without this Grant in Aid would not be forthcoming. The RFCC has provided funding for the development of the business case. The next step will be to consult with landowners on possible options. Longer term the Board will need to engage with partners as to how the running and maintenance of the new Pumping Station will be funded. Any Scheme which depended entirely upon contributions from agricultural landowners was unlikely to be sustainable.

Following her presentation Karen Thomas took questions from Board members and then she left the meeting.

25.4 Minutes of the Meeting held on 21st June 2018

The Minutes of the meeting of the Board held on 21st June 2018 were considered and were unanimously approved and the Chairman was authorised to sign them.

25.5 Matters Arising

Minute 23.6.7 Councillor Fairhead said that there had been a very satisfactory outcome to the problems at Burgh Road. All concerned parties had worked effectively together resulting in all necessary drains being cleared.

Minute 24.8 The Clerk reported that the provisional allocation of £17,000.00 from the Environment Agency for work on the Lothingland Hundred River had not in the end been forthcoming and there was nothing further that could be done to pursue this.

Minute 24.12.1 Mr Gould asked whether there had been a conclusion with the Environment Agency to obtain an appropriate highland water contribution. The Clerk reported that there had and that the highland water fraction for Claxton had been increased from 5% to 50% and the percentage for Barnby increased from 26% to 60%. The increase for the Claxton contribution meant that the average contribution to the Langley pumped districts was increased from 35% to 50%. It was agreed that this was a satisfactory outcome. Mr Basey-Fisher asked whether this meant that the Environment Agency were now at liberty to allow the landspring dykes to leak and the Clerk said that there was no such agreement and any incidences or problems should be reported to his office so that he could take this up with the Agency as appropriate.

25.6 Health and Safety

The Clerk reported that the Board's consultants Foley & Baugh were continuing their review of the Board's health and safety practices and policies and were inspecting pumping stations and reports back from surveyors and pump attendants indicated that this was proving a constructive exercise. In the meantime there had been no accidents to report and no near misses.

25.7 Risk Register, Financial Regulations and Asset Register

These documents were reviewed. Councillor Nurden queried the current controls for risk references 2.2 and 2.3, the long term absence of the Clerk and Finance Officer and suggested that there should be a control if he was unable to attend to his duties. The Chairman said that this would depend upon the period for which the Clerk was incapacitated and said that in the short term Mrs Lovegrove would handle matters and if anything more was required then one of the Clerk's partners in his legal practice would step in. It was noted that the Risk Register should be amended appropriately. In all other respects these documents were approved.

25.8 Maintenance

25.8.1 The Clerk reported that following various problems that there had been with automatic weedscreen cleaners which had resulted in what he considered an unsatisfactory response from Hunts, he had been in direct contact with CWE (the manufacturer and supplier of weedscreen cleaners) to find out whether they would assist. CWE had proved competent in resolving problems at Worlingham and he recommended adopting a regular inspection programme through CWE.

25.8.2 It was noted that after a few early teething problems the new Askews pump was now working satisfactorily and the temporary pump referred to previously had been installed at Pettingills.

25.8.3 The Clerk outlined a problem which had arisen on the Barsham Puddingmoor level. Historically this level had been separated from the main Barsham level by a wall lying between Roos Hall and the town. The Barsham Puddingmoor level was meant to drain by gravity through a sluice but the sluice was now beyond repair and needed replacing and the estimated cost of this was very substantial indeed. Consideration was therefore being given to connecting the Puddingmoor level to the main Barsham level by

means of a pipe through the dividing wall. There was strong objection to this proposal from the Barsham 1 ratepayers and in particular the Surveyor for the Barsham level but consultants acting on behalf of Waveney District Council and Beccles Town Council had been instructed to investigate the possibility and were looking into what spare capacity the Barsham pump may have. There may be opportunities here to obtain a significant capital contribution towards the cost of a new pump at Barsham and all options were being considered.

25.8.4 It was noted that the BESL Contract would be terminating in 2021. The Clerk reported that he had been to a meeting with the Environment Agency and the Broads Authority to address what might happen following the end of the BESL Contract. The Broads Authority is devising a Scheme (The Broadland Futures Initiative) but it was unlikely that this would be developed by 2021 when the BESL Contract comes to an end. The Environment Agency is therefore looking to put in place interim measures and there are a variety of options on the table for main river maintenance during this period and the Clerk would keep Board members informed of progress with this.

25.8.5 It was noted that the concrete road on Haddiscoe Island had been transferred to the Board.

25.8.6 It was noted that there were a number of dykes in the Cobholm area where fences had been erected adjacent to dykes in breach of the Board's byelaws making maintenance difficult or impossible. Councillor Fairhead confirmed that the Council was now much more alive to this problem and would be taking an active role in ensuring that further problems of this nature were not created.

25.9 External Auditor's Report for the Year Ending 31st March 2018

The Board considered the Report and Certificate from PKF Littlejohn LLP for the year ending 31st March 2018. These were approved and accepted.

25.10 Contractors' Rates

The Board considered the table of contractors' rates circulated with the agenda. It was proposed that rates be increased by 2.35% being the figure midway between the annual percentage increase in the RPI and the CPI according to the latest published figures (2.7% and 2.0% respectively).

25.11 Approval of Estimates and Rates for the Year Ending 31st March 2020

The Clerk's estimates for the expenditure for the year ending 31st March 2020 had been considered by Board members prior to the meeting. Having considered the figures the Board approved the following rates:-

Waveney Valley – 6p in the £
Geldeston One – 11p
Geldeston Two – 23p
Barsham One – 26p
Barsham Two – 40p

Remainder – 3p
Gillingham – 9p
Worlingham – 40p
North Cove/Barnby – 55p
Long Dam – 47p
Short Dam – 61p
Blundeston – 52p
General – 7p
Caldecott - £1.00
Belton – 5p
Burgh St Peter – 58p
Wheatacre – 35p
Haddiscoe – 28p
Askews – 70p
Island – 78p
Pettingills – 80p
Fringe – 37p
Powells – 12p
Ravensingham – 52p
Norton Low – 42p
Norton – 56p
Limpenhoe – 56p
Langley Pumped – 40p
Claxton Gravitation – 14p
Burgh Castle – 3p
Lothingland – 23p

25.12 Special Levy

It was resolved to make the following special levies:-

Breckland District Council - £662.33
Mid Suffolk District Council - £12,979.92
Waveney District Council - £23,927.26
South Norfolk District Council - £99,585.86
Broadland District Council - £797.11
Great Yarmouth Borough Council - £74,832.78

25.13 Deposit Balances

The Clerk reported the deposit balances as at 16th January 2019:-

Barclays Bank - £250,000.00 (.8%) matures 12th March 2019
National Counties BS - £218,389.27 (1.03%) matures 16th August 2019
National Counties BS - £221,550.67 (1.10%) matures 7th November 2019
Nottingham BS - £310,751.53 (1.05%) matures 1st January 2020
Barclays Premium and Current Accounts - £214,035.65

25.14 Arrears

The Clerk reported that the arrears outstanding were as set out on the sheet attached to these Minutes. The following write offs were approved:

Assessment 15/011/025 - £20.80

Assessment 19/307/009 - £12.54

Assessment 20/31/066 - £44.00

Assessment 22/0367 - £63.70*

* This write off would be made by the Clerk only if Ms Hipperson's suggestion that she might be able to provide a telephone number for this rate payer produced no result.

The Board otherwise left it to the Clerk's discretion as to what steps were taken to pursue other non-payers with appropriate Court action being taken as necessary.

25.15 Expenditure Report

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

25.16 Water Management Alliance Services (King's Lynn Consortium)

The Clerk reported that there was increasing pressure for the Board to consider joining the King's Lynn Consortium and he recommended that the Board should give serious consideration to this. He briefly outlined to the Board what he perceived to be the advantages of doing so and the threats to the Board of remaining wholly independent. He suggested that a small committee should be formed who could join with him in holding some detailed exploratory talks with the King's Lynn Consortium to establish (if thought of it) the terms upon which it might be appropriate to join the Consortium. A paper could then be presented to the next Board Meeting setting out the detail of any change that might be made so that the Board could make a decision on the options open to it. There followed a general discussion with a mixture of views both in favour and against the idea of making a change. It was agreed that it was impossible to take this forward without further detail of what the change would involve. Mr Collen and Mr Carrie agreed to assist the Clerk and would form the committee to hold further discussions with the King's Lynn Consortium.

25.17 Any Other Business

25.17.1 It was noted that in future Board Meetings would need to be held on a Tuesday rather than on the Thursday as the Hall is no longer available on Thursdays.

25.17.2 It was noted that owing to an arithmetical error the special levy figure given to Great Yarmouth Borough Council for the year ending 31st March 2019 had originally been incorrect. The original figure had been £43,628.77 whereas the correct figure was £58,893.15. It was noted that the Clerk had issued a substituted special levy to the Council on 20th September 2018 which had been paid in full.

25.17.3The Clerk advised that the Association of Drainage Authorities had asked for contact details for all Board members so that they could be circulated with relevant information. Further, DEFRA were conducting IDB Governance Research through CAG Consultants and DEFRA had asked that contact details for Board members be provided to these consultants. All members present (with the exception of Mr Gould who is leaving the Council) agreed to their details being passed on.

25.17.4The Clerk advised that he understood that David Archer had been looking after the Limpenhoe Pump for 70 years this year and he asked the Board whether they would like to mark this achievement. It was agreed that a suitable gift at a price up to £100.00 should be arranged.

25.17.5The next meeting of the Board would be held on Tuesday 18th June 2019 at 2 o'clock at Haddiscoe Village Hall.

Arrears as at 7th February 2019

Blundeston

15/011/025	Mr P Girling 1.60 ac. Av. £44.00	£20.80 -	Current (previous w/o)
15/011/040	Mrs P Cook	£31.72 -	Current

Lothingland

16/11/047	Mr T C Crick	£1554.84 -	Current
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Gillingham

19/305/013	R & J Morton	£88.38 -	Current
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Geldeston

19/306/007	Mrs M Harrison	£74.53 -	Current
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Remainder

19/307/009	Gillingham Estate & Farms	£12.54 -	Current (previous w/o)
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Haddiscoe

20/31/066	Mr MacCallum 2.50 ac. Av. £80.00	£44.00 -	2017/2018 (previous w/o)
20/31/078	Mr and Mrs B C Macro	£24.00 -	2017/2018

Langley Pumped

12/083/006	Mr and Mrs P Remblance	£18.00 -	Current
12/087/008	Mrs C Gardner	£86.64 -	2017/2018

Waveney Valley

22/0021	Mr R Seppings	£23.80 -	2016/17
22/0287	Mr J Gallo	£6.44 -	Current
22/0297	The Otter Trust	£66.50 -	2017/2018
22/0346	Mr S McClellan	£5.28 -	Current
22/0367	Mr and Mrs P Murton	£63.70 -	2010
22/0375	Mr P A & Mrs K A Crotty	£13.96 -	Current
22/0406	Mr A G Driver	£6.12 -	Current
22/0430	Mr D Jay	£5.80 -	Current

Year ending 31/3/19

	All levels Amount	Barnby Amount	Blundeston Amount	Burgh Castle Amount	LCT Askews Amount	LCT Levels Amount	Limpenhoe Amount	Lothingland Amount	LW Barsham Amount
Administration	£46,351.25								
Audit Fees	£1,300.00								
Bank Charges	£525.08								
Dyke and Other Maint		£1,237.95		£9,388.00		£5,952.00			£750.00
Electricity		£6,881.38	£6,406.32	£2,778.09	£3,182.70	£298.00	£638.17		£1,161.01
H and S	£2,370.00								
Insurance	£15,932.97								
Internal Audit	£1,910.00								
Loan Interest			£2,199.08		£473.72	£10,565.13			£780.04
Miscellaneous						£11,291.00	£360.00		
Precept	£81,489.00								
Pump Attendant		£3,239.60	£312.00	£2,968.52		£847.03			
Pump Repair/Serv		£3.99	£3,868.00	£55.00	£186.00		£80.00		
Pump Scheme						£2,000.00		£20,289.50	
Rates refund	£719.78								
Road Repairs									
Roadway Repairs						£4,528.00			
Room Hire	£20.10								
Subscriptions	£1,891.00								
Surveyors fees				£3,858.88		£3,010.95			
Total	£162,509.16	£11,362.92	£12,785.40	£19,048.49	£3,842.42	£38,492.11	£1,078.17	£20,289.50	£2,691.05

	LW Geld 2nd Amount	LW Gillingham Amount	LW Long Dam Amount	LW Short Dam Amount	LW Worlingham Amount	LWS BSt Peter Amount	LWS Haddiscoe Amount	LWS Wheatacre Amount	LWT Belton Amount
Administration									
Audit Fees									
Bank Charges									
Dyke and Other Maint	£795.28	£5,950.00	£2,295.00	£452.40	£5,222.00		£1,519.00	£2,088.00	£860.00
Electricity		£1,305.00	£5,283.05	£596.30	£6,948.01	£1,895.82	£3,071.50	£1,197.16	£1,966.87
H and S									
Insurance									
Internal Audit									
Loan Interest			£2,308.06	£574.13		£3,199.80			
Miscellaneous									£27.98
Precept									
Pump Attendant		£1,334.97	£600.00	£400.00	£3,947.00		£4,726.17		£1,533.44
Pump Repair/Serv		£3,900.00	£495.01	£11,218.59	£3,699.24	£2,162.00	£800.00		£7.99
Pump Scheme									
Rates refund									
Road Repairs									
Roadway Repairs						£527.60			
Room Hire									
Subscriptions									
Surveyors fees							£2,563.99		£527.12
Total	£795.28	£12,489.97	£10,981.12	£13,241.42	£19,816.25	£7,785.22	£12,680.66	£3,285.16	£4,923.40

	LWT Caldecott Amount	LYS Langley Pun Amount	LYT Fringe Amount	LYT Levels Amount	LYT Norton Amount	LYT Norton Low Amount	LYT Raveningha Amount	Wavene Valley Amount	Total Amount
Administration									£46,351.25
Audit Fees									£1,300.00
Bank Charges									£525.08
Dyke and Other Maint		£3,027.50	£320.00			£448.00		£29,265.50	£69,570.63
Electricity	£910.84	£13,138.62			£8,452.26		£1,109.43		£67,220.53
H and S									£2,370.00
Insurance									£15,932.97
Internal Audit									£1,910.00
Loan Interest				£1,058.20					£21,158.16
Miscellaneous									£11,678.98
Precept									£81,489.00
Pump Attendant		£7,097.87		£5,918.11					£32,924.71
Pump Repair/Serv	£168.00				£5,974.94		£600.00		£33,218.76
Pump Scheme									£22,289.50
Rates refund									£719.78
Road Repairs			£446.00		£446.00	£446.00	£446.00		£2,311.60
Roadway Repairs		£5,532.29							£10,060.29
Room Hire									£20.10
Subscriptions									£1,891.00
Surveyors fees				£4,670.71				£5,553.23	£20,184.88
Total	£1,078.84	£28,796.28	£766.00	£11,647.02	£14,873.20	£894.00	£2,155.43	£34,818.73	£443,127.20