

WITHAM FIRST DISTRICT INTERNAL DRAINAGE BOARD

Minutes of the ninety fifth meeting of Witham First District Internal Drainage Board held on Tuesday, 2nd February 2016 in Branston Booths Village Hall at 2pm.

Present:

Mr. R.A. Fletcher	Chairman
Mr. P. Gilbert	Vice Chairman
Mr. E. Applewhite	
Mr. D.K. Busby	
Mr. S. F. Cobb	
Mr. J .R. Crust	
Cllr. R. Cucksey	
Mr. T. Gilbert	
Mr. W. R. B. Grantham	
Mr. R. Hall	
Mr. M.D. Harrison	
Cllr. G. Hewson	
Mr. R. Hickling	
Mr. A. G. Hodgson	
Cllr. D. Jackson	
Mr. D. Leggate	
Mr. S.B. Leggate	
Mr. I. J. Mair	
Mr. L. Maplethorpe	
Mr. S. Maplethorpe	
Mr. A. N. Means	
Cllr. C.R. Oxby	
Cllr. P. Vaughan	
Mr. A.S. Whitehead	

In attendance:

Mrs. Jane Froggatt	Chief Executive
Mr. Steve Larter	Finance Manager
Mr. Martin Shilling	Director of Operations
Mrs. Anna Wilson	Finance and Rating Officer

1983 Apologies for absence.

Apologies for absence were received from Mr. D. C. Armstrong, Cllr. B. Charlesworth, Cllr. J.F. Money and Dr. V. Stanton.

1984 Declarations of Interest.

Declarations of interest were received from members nominated by City of Lincoln Council and North Kesteven District Council, in matters relating to their respective Councils.

1985 Chairman's Announcements.

The Chairman welcomed everyone to the February meeting of the Board, particularly Mr. Andrew Hodgson, representative for Ruskington and Dorrington Fens, who was attending his first meeting.

Members were reminded to complete their Members' Register of Interests forms, made available at the November AGM meeting, and that blank forms were available today. Completed forms were to be returned to Witham House, where the Register of Interests is maintained and available for public inspection.

1986 Minutes of the Board meeting and AGM on 10.11.15.

The minutes of the Board's previous meeting, incorporating the Annual General Meeting, held on Tuesday, 10th November 2015 were proposed, seconded and APPROVED as an accurate record.

MATTERS ARISING:

1986.1 Request to adopt a watercourse downstream of a proposed housing development off Grantham Road, Sleaford (minute 1972.1 refers).

It was confirmed that there had been no contact from the Millward Partnership, since the initial meeting on 16.07.15, but that the planning application was not yet validated for NKDC determination. As and when the application progresses, there will be further discussion about site drainage and the Board's potential future role.

1986.2 Pay Award 2015/16 (minute 1972.2 refers).

The Chief Executive advised that since the November meeting, staff's thinking on this issue had changed. There was still no agreed pay deal recommended to IDBs for 2015/16 by ADA Lincolnshire Branch's Pay Committee. Management and staff sides had, as at this late stage in the financial year, failed to agree a pay deal effective from 01.04.15. Some Lincolnshire Boards had paid '1% on account' as an uplift, pending an agreed pay deal being recommended to Boards, but the 3 Boards had not done so.

However, in January the majority of staff had indicated that they now wished to receive a '1% uplift on account' and arrangements had been made to do this, with back pay to 01.04.15. This was received in UW wages on 28.01.16, would be received in W3rd wages on 04.02.16 and in W1st wages on 05.02.16. Salaried staff would receive this on 15.02.16.

The Chairman, in his capacity as ADA Lincolnshire Branch Acting Chairman, was encouraging the staff and management sides of the Pay Committee to reconvene and sort an agreed pay deal for 2015/16.

Members noted the current position.

1986.3 Five Mile Development in Washingborough (minute 1972.3 refers).

Members were reminded that there was a 2007 Agreement to be fulfilled by the new Five Mile Industrial Estate site owners before the Board would adopt the system for the £12.7k commuted sum.

Following meetings on 21.11.14 and 17.12.14 the new site owners appeared to have fulfilled most of the required terms of the Agreement, e.g. the roadworks were complete, the manhole was done, the CCTV survey of the system evidenced it was in good condition.

However, as of yesterday the Board was advised that the owners had decided to implement totally sealed cesspit units on site and they intend to infill with the existing lagoon with the wire crates/stone (they had been intending to install a treatment plant but this had become complex due to necessary EA permits). There was a suggestion that the necessary works would be completed within the next 3 months.

Following a comment from Mr. Steve Cobb, the Board's Engineer would be asked to assess what further works were required before the terms of the 2007 Agreement were completed.

1987 Minutes of the Executive Committee meeting on 19.01.16.

The minutes of the Executive Committee meeting held on Tuesday, 19th January 2016 were proposed, seconded and APPROVED as an accurate record and recommendations from the Committee to the Board were noted.

MATTERS ARISING:

There were no matters arising, all being covered by the agenda.

1988 Minutes of the Joint Services Committee meetings held on Monday, 07th December 2015 and Monday, 11th January 2016.

It was noted that the minutes of the Joint Services Committee meeting held on Monday, 7th January 2016 had been approved by the Committee at its subsequent meeting on 11.01.16. Both sets of minutes were received and noted, including the recommendations to the Board.

MATTERS ARISING:

1988.1 Organisational Arrangements (minute 7 of 07.12.15 refers).

Attention was drawn to the retirement of the joint Engineer (Alan Gardner) on 17.04.16 and that the Upper Witham's Engineer was due to return from his secondment on 01.04.16. Members noted that in the light of these changes in April, consultation had started on proposed revised organisational arrangements to disestablish existing roles and combine functions in a proposed new role of Director of Engineering and Operations.

The Board endorsed and AGREED the approach, tasking the Chief Executive with implementation.

1988.2 External Audit from 2017 onwards (minute 9 of 07.12.15 refers).

Members ratified the recommendation from the Committee not to exercise the opt-out by 31.01.16 from proposed new external audit arrangements from 2017. In effect, this means the Board would remain part of the new sector-led procurement process for External Audit services being developed by the National Association of

Local Councils (NALC), the Society for Local Council Clerks (SLCC) and the Association of Drainage Authorities (ADA).

1988.3 Financial Performance Report on Joint Services to 31.12.15 (minute 5 of 11.01.16 refers).

At the 11.01.16 meeting of the Joint Services Committee members had received the Financial Performance report for 9 months to 31.12.15 for all joint services between the 3 Boards' including joint administration.

On a total joint administration services budget of £282,321.00 for the 9 months, £285,956.47 expenditure had been incurred, a variance of only £3,635.47. On the agreed proportions, this was expenditure of £114,382.59 for UW, £71,489.12 for W1st and £100,084.76 for W3rd.

Looking more widely at all recharges for services between the 3 Boards, on an approved budget of £526,442.00 for the 9 months, expenditure of £530,637.34 had been incurred (a variance of £8,171.38, after a 1% assumed pay award contingency of £4,318.72 was included). On the agreed proportions, this was expenditure of £211,707.85 for UW, £112,277.25 for W1st and £199,156.90 for W3rd. The post of Consents and Enforcements Officer was included in the report, but excluded from these figures as the impact is neutral and costs are reimbursed by LCC.

It was noted, therefore, that the financial position for joint services is on target proportionate to budget. It was also noted that the overall joint administration budget for 2015/16 is £376,359.

1988.4 Proposed 2016/17 Joint Services Budget (minute 6 of 11.01.16 refers).

It was noted that the Joint Services Committee had reconvened on 11.01.16 to reconsider the proposed 2016/17 Joint Services Budget, following the meeting on 07.11.15.

In summary, the proposed joint administration budget for 2016/17 is £405,792 (UW 40%, W1st 25% and W3rd 35%). This is £29,432 (7.8%) increase on the approved 2015/16 budget of £376,360. The reasons for this 7.8% increase were discussed including an assumed 1% pay award, pension Employer contribution rate increases for both UW and W3rd from 32.5% to 33.5% in 2016/17 and the revised National Insurance rates being implemented from April 2016 to reflect the ending of 'contracting out' of the State Second Pension. There is also a growth in the Computer Software budget of +£5k to reflect increased usage and licence costs, £6.5k to address HR issues and to develop policies highlighted in the Internal Auditor's report.

Overall, across all joint services, there is an increase proposed of £30k on a £706k spend (i.e. + 4.2%). This falls disproportionately as a £4k saving to UW, an additional cost of £20k to W1st and an additional £14k to W3rd. These changes are all included in individual Estimates for Boards.

It was noted that the Committee was content to recommend the joint services budget to all 3 Boards and that, when incorporated within the Estimates, each Board was able to set a financially balanced budget for 2016/17 (in Witham First's case with a 1.5% uplift in the penny rate).

1989 Chief Executive's Report.

The Chief Executive's Report had been circulated with the agenda. Issues highlighted included:

- **Environment Agency's potential de-maining of watercourses.**

The discussion at the Workshop on 01.12.15 was summarised and members discussed the strategic importance of this issue. The Environment Agency may not operate a formal de-maining process, referring instead to a potential 'withdrawal of permissive powers to undertake maintenance on stretches of unfunded watercourses'. The implications of this for IDBs and riparian landowners were discussed. Members agreed the potential significance of this issue and discussion will continue.

- **Members' Development Day.**

This would be held on Thursday, 17th March at Doddington Hall and those interested in attending were advised to contact Witham House.

The report was received and noted.

1990 Statement of Expenditure, 01.11.15 to 31.12.15.

A Statement of Expenditure incurred for the two months to 31st December 2015 had been circulated with the agenda and was presented by the Finance and Rating Officer.

Expenditure totalled £126,921.65 or, excluding £4,618.11 reclaimable VAT, the net amount of £122,303.54. Of this, £6,012.00 was rechargeable to other bodies.

Members NOTED the expenditure incurred.

1991 Financial Performance Report 2015/16 to 31.12.15 and forecast outturn as at 31.03.16.

The Financial Performance report for the first 9 months of 2015/16 to 31.12.15 had been circulated with the agenda and was presented by the Finance Manager.

As at 31.12.15 the budget profile would be an anticipated surplus of (£172,949), whereas the actual surplus was (£194,388) or (£21,439) better than profile. However, members were advised to take a cautious approach as on income the trend was a healthy (£31k) above profile and all Special Levies and 99.9% of Drainage Rates income due this year had been received. Equally, it had been a very dry year and so expenditure on electricity at pumping stations was (£16k) below profile and lower fuel prices this year meant fuel expenditure was (£7k) less than anticipated.

The Board had this year undertaken a significant amount of rechargeable works, largely works under the PSCA for the EA. This also contributed to the income level being ahead of profile, as rechargeable works was (£30k) greater than profile.

The precept payment to the EA, for maintenance of EA main rivers within the Board's drainage district, totalled £83,031 for 2015/16 and the second and final instalment of £41,515 was paid in November.

On drainage rates, the 99.9% collection rate as at 31.12.15 equated to £482,590.31 collected. With the addition of costs etc there remained only £432.51 to be collected and following Court on 25.11.15, outstanding accounts are now with the Bailiffs.

Bank balances and investments as at 31.12.15 were as follows:

	£
Natwest	100,054.65
Co-op (to be transferred)	6,639.53
Nationwide Instant Access	225,057.53
Nationwide 90 Day Notice	-
Total	<u>331,751.71</u>

It was noted that balances would reduce over the next few months as there remained 3 months of 2015/16 expenditure to be incurred and drainage rates and Special Levy income from the 2 Councils would not be received until early May 2016.

The position is summarised in the following table:

	1	2	3	4	5	6
	Approved	Profiled	Actual	Variance	Provisional	Variance
	2015/16	Budget	Month 9	(+) or -	Outturn	(+) or
	£	£	£	£	£	£
Income	(749,409)	(732,699)	(764,214)	(31,515)	(780,631)	(31,222)
Board & General Admin	13,150	8,349	11,090	2,741	16,916	3,766
One Off Schemes	-	-	13,167	13,167	13,167	13,167
Conservation	1,250	1,250	968	(282)	1,291	41
Depot	10,197	9,028	9,432	404	11,022	825
Drains	265,692	218,371	280,065	61,694	269,483	3,791
Pumping Stations	176,084	125,167	84,056	(41,111)	129,962	(46,122)
Joint Admin/Witham House	94,090	47,046	47,316	270	94,631	541
Consents & Enforcement	10,819	-	-	-	10,500	(319)
Director of	52,881	51,099	53,997	2,898	61,810	8,929
Operations/Engineers	3,300	2,475	2,045	(430)	2,635	(665)
Contrib to Reserves/Pay	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
PWLB	32,254	29,751	29,572	(179)	29,572	(2,682)
Rechargeable Works	5,000	3,753	33,338	29,585	33,338	28,338
EA Precept	84,692	84,692	83,031	(1,661)	83,031	(1,661)
FRS17 Pension Adjustment (net)	-	-	-	-	-	-
Wages & Plant Holding Account	-	(21,231)	(78,251)	(57,020)	(0)	(0)
(Surplus)/Deficit	-	(172,949)	(194,388)	(21,439)	(23,274)	(23,274)

Based on the 31st December position, a forecast had been made of the 31st March 2016 outturn position. This is a forecast small surplus of (£23,274), similar to the 31.12.15 actual position. This is based though on an assumption of £45k electricity expenditure for the year, although to 31st December only £20k had been incurred.

Members received and noted the financial position as at 31.12.15 and the projected year end outturn financial position of a surplus (£23,274) as at 31.03.16. It was AGREED that should a surplus be generated, this would be allocated to the plant and machinery reserve.

1992 Risk Register for the Board.

A revised Risk Register had been circulated with the agenda, based on the original 5 objectives for the Board agreed at a workshop on 28.05.12. This version 9 updates the version approved by the Board on 24.6.15. Changes were shown in italics.

After discussion, members APPROVED the Risk Register.

1993 Internal Auditor's Interim report on 2015/16.

The Internal Auditor's interim report on 2015/16 had been circulated with the agenda, following recent visits. His final, independent report on 2015/16 will be presented to the June Board meeting.

His findings were highlighted, with no material issues raised. The issue of payroll checks finding overall accurate calculations, but with errors on holiday back pay calculations was highlighted. This had now been dealt with and errors corrected.

Members received the Auditor's interim report and accepted his 'adequate assurance' assessment at this stage in 2015/16.

Mr. John Crust left the meeting at 2.50pm, at the end of this item of business.

1994 Plant Programme 2016/17.

A paper setting out the proposed plant programme for 2016/17 and an indicative programme for the following 6 financial years had been circulated with the agenda. It was noted that the Executive Committee had discussed the affordability of the medium-term programme at its meeting on 19.01.16.

In essence, 6 pieces of large machinery comprise the majority of the rolling replacement programme and the current policy is to replace each at 7 years. The current policy is sustainable, but tight at points, e.g. in 2022/23 the plant reserves for purchases reduces to only (£3k) and on current practices it runs into a deficit position in 2029/30.

The Executive Committee had discussed the need to build up the plant reserve (or to reduce machinery replacement frequency) over the next few years and was supportive of deploying any 31.03.16 surplus into the plant reserve, which members had just agreed.

In 2015/16 the Board had purchased the Cavalier Herder Flail, at £55k, now fitted to the Case Puma Tractor. The Board had disposed of the surplus 2009 Bomford Flail at £2k and was due to dispose shortly of the Brunton Trailer (to be sold as seen).

The next two financial years, 2016/17 and 2017/18, were years with no planned machinery purchases but it was pointed out that this does mean that the existing 2012 Bomford Flail was required to do another two full seasons, with replacement in 2018/19 just ahead of the 2018 summer weed cutting season (as part of replacing a tractor/flail combination).

After discussion, members APPROVED the 2016/17 plant programme and noted the indicative programme for a further 6 financial years.

1995 Estimates for 2016/17.

The proposed Estimates for 2016/17 had been circulated with the agenda and were recommended for approval by the Executive Committee, following discussion on 19.01.16.

The report set out a summary of the approved budget for this year 2015/16 (column 1), the proposed budget for 2016/17 (column 2) and a breakdown of all the changes between the two years (column 3) as follows:

	1 Approved 2015/16 £	2 Budget 2016/17 £	3 Variance £
Income	(749,409)	(775,229)	(25,820)
Board & General Admin	13,150	13,600	450
One Off Schemes	-	-	-
Conservation	1,250	1,250	-
Depot	10,197	10,317	120
Drains	265,692	283,118	17,426
Pumping Stations	176,084	162,884	(13,200)
Joint Admin/Witham House	94,090	101,448	7,358
Consents & Enforcement	10,819	9,965	(854)
Director of	52,881	56,108	3,227
Operations/Engineers			
Contrib to Reserves/Pay	3,300	-	(3,300)
Contingency			
PWLB	32,254	31,847	(407)
Rechargeable Works	5,000	20,000	15,000
EA Precept	84,692	84,692	-
FRS17 Pension	-	-	-
Adjustment (net)			
Wages & Plant Holding	-	-	-
Account			
(Surplus)/Deficit	-	-	-

This showed that a financially balanced budget could be set for 2016/17 and the Finance Manager took members through the development of the Estimates and the budget assumptions. For example, the forecast outturn position 31.03.16 had been used to inform 2016/17 and all known cost pressures and necessary developments had been reviewed. Assumptions included a 1% cap on pay next year, a 1.5% increase in the Penny Rate being approved, for UW and W3rd (but impacting upon recharges) there was a known uplift in the Employer's Contribution Rates on the LGPS pension scheme from 32.5% to 33.5% and revised National Insurance rates from April 2016 for employers and for employees.

In terms of staff costs, the NI increase was a £3k impact, the pensions ECR increase in UW and W3rd has a £3k impact, the Works Supervisor covering W1st also from 01.10.16 was a £9k impact, depreciation charges on plant have a £2k revenue impact, wages costs rise by £5k to cover the assumed 1% pay award and holiday pay, overtime costs increase by £4k based on 2015/16 actual overtime costs incurred.

Overall, there is a £32k growth in the cost of front line services for 2016/17. As much as practicable has been absorbed through budget setting, combined with a proposed 1.5% increase in the Penny Rate (generating (£7.1k) additional income

from drainage rates accounts and (£3.6k) additional income from the 2 Councils' Special Levies).

In reviewing budgets, the electricity budget had been reduced by (£13k) to £53.5k and the fuel budget had been reduced by (£3k), reflecting usage.

The report set out the detailed budget proposed for 2016/17, comparing this to the 2015/16 approved budget and setting out all adjustments including inflation uplifts. The report then set out the proposed Joint Services Budget (incorporating the joint administration budget) as recommended to each of the 3 Boards by the Joint Services Committee meeting of 11.01.16.

The Reserves position was detailed as follows:

Reserve	2015/16 b/forward £	2015/16 c/forward £	2016/17 c/forward £
Revenue Reserve	(91,448)	(100,000)	(100,000)
Plant & Machinery	(19,473)	(54,000)	(130,000)
Pumping Stations	(75,000)	(75,000)	(75,000)
One-Off projects	(22,578)	0	0
Balance	(279,659)	(229,000)	(375,000)

Members discussed the report, the assumptions on which the budgets were based and APPROVED the Estimates for 2016/17 as set out.

1996 Annual Value, revised as at 31.12.15, setting of the Penny Rate, Drainage Rates and Special Levies for the relevant 2 Councils.

A report had been circulated with the agenda which set out the land valuations as at 31.12.14 (for each of the sub-districts of the Board's drainage district):

	Sub District 1	Sub District 2	Total
	£	£	£
Drainage Rates	361,654	2,015,369	2,377,023
City of Lincoln	1,418,032	0	1,418,032
North Kesteven DC	448,140	286,105	734,245
Total	2,227,826	2,301,474	4,529,300
Differential Rating	40%		
Adjusted Totals	891,131	2,301,474	3,192,605

The movements of land from drainage rates to Special Levy between 01.01.15 and 31.12.15 were then set out (this year, all land movements affecting NKDC):

Plan	Field	Area ha	Parish	Council
TF0745	2000	0.405	Sleaford	NKDC
TF0746	2000	0.287	Sleaford	NKDC
TF0846	0095	1.133	Sleaford	NKDC
TF0470	3533	0.293	Heighington	NKDC
TF0470	9038	0.429	Washingborough	NKDC
TF0470	9150	1.658	Washingborough	NKDC
TF0470	9744	0.344	Washingborough	NKDC

Those land movements, which the Board needs to formally approve, then result in the following revised Annual Values, as at 31.12.15:

	Sub District 1	Sub District 2	Total
	£	£	£
Drainage Rates	361,478	2,015,195	2,376,673
City of Lincoln	1,418,032	0	1,418,032
North Kesteven DC	448,536	286,696	735,232
Total	2,228,046	2,301,891	4,529,937
Differential Rating	40%		
Adjusted Totals	891,218	2,301,891	3,193,109

If a 1.5% uplift to the Penny Rate is applied, the pence in the pound 'penny rate' changes as follows:

	Sub District 1	Sub District 2
	pence	pence
Current 2015/16	8.9532	22.3829
Proposed 2016/17	9.0875	22.7186

This change increases the Board's income from Drainage Rates from £483,477 in 2015/16 to £490,674 in 2016/17 (an increase of £7,196).

The change in the Penny Rate has the following impact upon the 2 Councils' Special Levies (including within this the rebasing of the Annual Values for the North Kesteven District Council land movements during the year):

	City of Lincoln	North Kesteven DC	Total
	£	£	£
Current 2015/16	126,959.24	104,161.58	231,120.82
Proposed 2016/17	128,863.05	105,894.03	234,757.08
Difference	1,903.81	1,732.45	3,636.26
Increase (%)	1.50%	1.66%	1.57%

After discussion, the Board APPROVED:

- the transfer of land between 01.01.15 and 31.12.15, as set out, from Drainage Rates to Special Levy at the historical transfer rate of £216.90 per hectare.
- the revised land valuations as at 31.12.15, upon which Drainage Rates and Special Levies are calculated, at £4,529.937 (£3,193.109 after differential rating is applied).
- an increase in the 'Penny Rate' of 1.5% to 9.0875 pence for sub-district 1 and 22.7186 pence for sub-district 2 of the Board's drainage district.
- that Special Levies for 2016/17 will be:
 - City of Lincoln Council at £128,863.05.
 - North Kesteven District Council at £105,894.03.
- that the Chairman and Chief Executive be authorised to sign the 'Rate Book', apply the seal of the Board and publicise the revised Penny Rates, estimated Drainage Rates and Special Levies for 2016/17.

1997 Vehicles Driving Policy

A proposed Vehicles Driving Policy had been circulated with the agenda, the aim being to have one policy for all 3 Boards and covering vehicles owned by the Board, leased, commercial vehicles and privately owned vehicles where drivers are reimbursed by the Boards for business use. The draft had been agreed by the Joint Services Committee on 07.12.15 as an interim policy, pending each Board considering it in January/February.

Members discussed the content and rationale for such a policy, noting the amendment proposed by Upper Witham's Cllr. Lance Pennell at Upper Witham's Finance and General Purposes Committee meeting on 13.01.16 regarding expansion of the policy to include members (who claim business mileage) within the scope of the Policy. This had been incorporated and a corresponding change had been made to members' travel expenses form.

Members APPROVED the policy.

1998 Director of Operations' Report.

The Director of Operations' Report from October to January had been circulated with the agenda and was presented, together with a verbal update.

• Summer Maintenance Programme

The Summer maintenance programme was drawing to a close. There are a few short reaches of channel left where access was prevented by standing crops or a ploughed field, where prevailing conditions meant that access would cause an unreasonable amount of damage. With the agreement of the riparian owner, the reach has been left. There should be no detriment to the performance of the system as a whole.

The winter 2015/16 programme of de-silting had started:

Watercourse	Length m	(Miles)		% Completed
Farroway Bankside Drain	3455m	(2.1 miles)	0 miles	0% completed
<i>Busby's Drain</i>	<i>760m</i>	<i>(0.5 miles)</i>	<i>0 miles</i>	<i>0% completed*</i>
Blankney Fen Main Drain	4670m	(2.9 miles)	0 miles	0% completed
Martin Town Dyke	4180m	(2.6 miles)	0 miles	0% completed
Wrights Dyke	325m	(0.2 miles)	0 miles	0% completed
Martin Delphside Drain	2090m	(1.3 miles)	0 miles	80% completed
Totals	15480m	(9.6 miles)	0 miles	0% completed

**Busby's Drain may be left, with the agreement of the riparian owners, due to the small amount of material to be removed.*

Work was 80% complete on Martin Delphside Drain as at today, having started last week. There is 2-3 months of work to April 2016 for this programme.

- **Pumping Stations**

The repairs to Timberland Pumping station automated weedscreen cleaner have been completed. This work included the refurbishment of the motor within the grab unit. The cost of these repairs was £2641 (excl.VAT).

The relatively small amounts of rainfall experienced over the Christmas and New Year period have resulted in a few hours being recorded at the stations, however in comparison to previous years, these were very few. As these flows are the first of the winter season, they have brought down noticeable amounts of weed that have required manual removal at stations such as Sandhill and Branston Fen.

The lowering of retained levels within the system at Heighington PS has allowed pump no.2 to be re-connected to the discharge pipeline, following its refurbishment in October.

- **Plant**

The 2012 Atlas 140W wheeled excavator had been fitted with a new tyre. It had suffered from a slow loss of pressure during the summer season and then damage caused by a nail puncture.

- **Public Sector Co-operation Agreement [PSCA]**

The Board continues to undertake the work commissioned under the PSCA by the Environment Agency. It includes the clearing of obstructions from Digby Beck, and the cutting of flood defence embankments at Digby, Sandhill, Farroway, Ruskington and Anwick. A substantial piece of work this period included the clearance of vegetation from Digby Beck, which resulted in the complete clearing of the channel to reduce the risk of obstructions to flow from the village. The checking of Digby Beck for obstructions within the village will continue throughout this financial year.

Following discussions with the riparian owner, work on the Ruskington Catchwater Drain has been deferred until ground conditions will allow the use of wheeled plant.

Related to this, Mr. Adrian Whitehead mentioned that although the Board had done a second cut of Anwick Catchwater in November (the Board's system depends on this EA system being maintained), he feels this drain sits 6 inches higher than it did 10 years ago. The Director of Operations would raise the issue with the Environment Agency for investigation.

Members received and NOTED the report and presentation.

1999 Consents & Enforcements.

A report outlining the current position on consents and enforcement cases, both within the drainage district and in the extended rainfall catchment where the Board acts for and on behalf of Lincolnshire County Council as the Lead Local Flood Authority, had been circulated. Detail was as follows:

- **Byelaw Consent Applications**

Reference	Location	Applicant	Details	Date
FD-2473-2015-CON	Dales Drain, Blankney Fen	Beeswax Farming	Widen access over Board drain	

- **Section 23 Land Drainage Act Consent Applications – Board’s District**

No applications since previous Board Meeting.

- **Section 23 Land Drainage Act Consent Applications – Board’s Extended Area**

The Board acts as Agent for Lincolnshire County Council, the Lead Local Flood Authority.

Reference	Location	Applicant	Details	Date
FE-2551-2016-CON	Dorrington	Steve Poole Plant Hire	Outfall from domestic wastewater treatment unit into ditch	14/01/2016

- **Enforcement Issues – Board’s District**

Reference	Location	Description / Comments	Actions
FD-1970-2015-ENF	Sleaford Fen off Electric Road Sleaford	Watercourse filled in	Watercourse reformed awaiting culvert to be cleared.

- **Enforcement Issues – Board’s Extended Area**

Reference	Location	Description / Comments	Actions
FE-237-2013-ENF	<i>89a Main Street, Dorrington, Sleaford</i>	Flooding in property & garden	All remedial works completed. Case closed 2/12/2015
FE-1683-2014-ENF	Rear of North St, Digby	Possible culvert blockage	Awaiting action by PC as to their intentions, Will monitor
FE-2546-2016-ENF	A135 Sleaford	Possible work required to watercourse following report from NKDC	Investigations on going

Members received and NOTED the Engineer’s Report on consents and enforcements.

2000 Planning Applications Report.

<u>NORTH KESTEVEN DISTRICT COUNCIL</u>		
<i>Location</i>	<i>Applicant</i>	<i>Details</i>
<i>No objections were raised to the following application:</i>		
Home Barn, 47 Station Road, Digby	Mr D Strange	Installation of solar panels on barn roofs
<i>Comments were forwarded on the following application:</i>		
79 Boston Road, Sleaford	NKDC Property Services	Replacement dwelling
<u>LINCOLNSHIRE COUNTY COUNCIL</u>		
<i>Comments were forwarded on the following application:</i>		
<i>Location</i>	<i>Applicant</i>	<i>Details</i>
Lincoln Bishop King C of E Community Primary School, Kingsway, Lincoln	Lincolnshire County Council	
<u>CITY OF LINCOLN COUNCIL</u>		
<i>No relevant applications</i>		

Members received and NOTED the report on planning applications.

2001 Any Other Business

There were no further items of business.

2002 Date, Time and Place of the Board's Next Meeting.

The Board's next meeting was confirmed for Tuesday, 26th April 2016 at 2pm in Branston Booths Village Hall.

..... Chairman Date
W1st BM 02.02.16