

Minutes of the Parrett Board Meeting held at Bradbury House, 33-34 Market Street, Highbridge on Tuesday 10 November 2015 at 2.15 pm. Chairman: Mr P Maltby

1	Attendance & Apologies for Absence: as per register appended. N Stevens will leave the meeting at 16.15.	Action
2	Items Additional to the Agenda: (1) N Stevens (NWS): King Sedgemoor Drain (KSD) operation of works re SRA	
	(2) Mr A Lloyd: KSD (will be discussed at Item 14 Engineering)	
3	Appointment of Chairman: NWS requested nominations for the appointment of Chairman for a three year term ending 31 October 2018.	
	Proposed C Passmore, Seconded M Young “that Tony Bradford be elected as Chairman for the forthcoming three year term to end October 2018”.	
	Proposed M Winslade MBE, Seconded Cllr A Fraser MBE “that Peter Maltby be elected as Chairman for the forthcoming three year term to end October 2018.”	
	There being no other nominations AEDB and PCM were asked to leave the room, at which time a secret ballot took place. The ballot forms were received by the Assistant Returning Officer C-A Porter who announced the count: Votes for Mr Bradford 10. Votes for Mr Maltby 18.	
	Proposed M Winslade MBE, Seconded Cllr A Fraser MBE “that Peter Maltby be elected as Chairman for the forthcoming three year term to end 31 October 2018.” RESOLUTION 1	RES 1
	Mr Peter Maltby was declared Chairman for the forthcoming three year term to end 31 October 2018 and took the chair thanking members and staff for their confidence and continued support.	
4	Appointment of Vice Chairman: PCM requested nominations for the appointment of Vice Chairman for a three year term ending 31 October 2018.	
	Proposed M Winslade MBE, Seconded R Barrington “that Tony Bradford be elected as Vice Chairman for the forthcoming three year term to end 31 October 2018.” RESOLUTION 2	RES 2
	There being no other successful nominations Mr Bradford was declared Vice Chairman for the forthcoming three years, thanking members for their support and stating that he will continue to support Mr Maltby.	
5	Approval of new Board sub-committee structure: (appended) Members were advised that a Governance Review Working Group meeting had been held to review the Governance structure of the Board; the paper appended specifies the consensus of that meeting.	
	NWS advised that the Working Group concurred that any change to the Sub-committee structure should be reviewed within one year, and the full Board structure is to be reviewed within two years.	
	Members Expenses: Members asked if other Boards pay expenses to their members. NWS advised that in accordance with the Land Drainage Act 1991, there is provision to cover reasonable expenses. It was agreed that a sub-committee would review expenses and allowances.	
	Proposed Cllr Dyer, Seconded Cllr Fraser MBE ‘that the Parrett Internal Drainage Board adopt the sub-committee structure that will support the work of the main Board by way of a Works Committee to consist of 11 members plus Chairman and Vice-Chairman to comprise 7 elected and 4 appointed members to meet not less than 3 times a year and a Policy, Finance and Governance Committee to consist of 11 members plus Chairman and Vice-Chairman to comprise 6 appointed and 5 elected members to meet not less than twice a year and that both committees are to be reviewed within one year.’ Vote: unanimous RESOLUTION 3	RES 3
6	Appointment of members to the Board’s sub-committees: It was agreed after a short discussion that expressions of interest would be invited from all members, with committee membership to be decided by the Chairman, Vice-Chairman, Clerk and Assistant Clerk.	
	Proposed Cllr Dyer, Seconded R Coombes ‘that membership to the Works and Policy, Finance & Governance committees is decided by the Chairman, Vice-Chairman, Clerk and Assistant Clerk.’ Vote: unanimous RESOLUTION 4	RES 4
	SRA joint working group: A full discussion was held with the following points of note:	
	<ul style="list-style-type: none"> • SRA general purpose is to decide works and contracts and to meet as required within the development of the SRA 	
	<ul style="list-style-type: none"> • SRA is a funding organism to co-ordinate working bodies to work together 	
	<ul style="list-style-type: none"> • Delegated authority should be given to the Chair and Vice-Chair if decision timing does not allow a meeting to be arranged 	
	<ul style="list-style-type: none"> • IDB should resist having to make decisions with very little time to discuss and consider the consequences 	
	<ul style="list-style-type: none"> • All meeting packs should be disseminated to allow time to read documents accurately 	
	<ul style="list-style-type: none"> • Format of meeting documents should be legible i.e. A4 or A3 accordingly 	

- Vast amount of work has been completed on the moors and rivers in the past 15 months

- Proposed Cllr Weeks, Seconded Cllr Dyer ‘that a Terms of Reference document is requested from the Somerset Rivers Authority to include timing of meeting pack dissemination and format of meeting documents.’ RESOLUTION 5**
- 7 **Co-option of members to vacant seats:** NWS advised that following the October 2015 election, 4 seats remain vacant on the Parrett Board with 5 persons expressing an interest. After much discussion it was agreed that 2 seats would have new co-opted members Mark Heywood and Rebecca Horsington with William Barnard and Andy Fewings being re-appointed via Section 17 of the Election Regulations.
- Proposed A Bradford, Seconded R Coombes ‘that the Parrett Internal Drainage Board appoints Mark Heywood and Rebecca Horsington by way of co-option and William Barnard and Andy Fewings in accordance with Land Drainage (Election of Drainage Boards) Regulations 1938 and 1977, Regulation 17,’ Vote 27 for, 1 against, 0 abstain – motion carried RESOLUTION 6**
- 8 **Declarations of interest:** J Lang Item 14 b improvement works – Parrett dredging
C Passmore – Chilton Trinity
Cllr A Gilling – all matters relating to planning and Ashford Solicitors.
- 9 **Opportunity for members of the public to address the Board meeting:** Mrs M Roberts, Moorlynch addressed the meeting with photographs and the following questions:
- 1) Why were the banks of the River Parrett lowered at Aller spillway, and why has this not been reverted and the concrete wall replaced?
 - 2) Together with other farmers I have received a visit from Richard Bradford of RSPB, asking if I have any objections to “water spreading” on land. Can I be assured that the Drainage Board will say no to the consultation?
- The meeting was advised that R Bradford is employed by the RSPB, in conjunction with other bodies, with a remit to undertake a review; water spreading was an agreed action within the original 20 year Flood Action Plan, created in response to a request from the Minister following the floods of 2013/14. The Flood Action Plan has been taken over by the SRA. The Board responded to a consultation by the Environment Agency for Sowy/Parrett strategy that ‘this was not an option the Board would support’.
- After a full discussion it was agreed, but not voted upon,** that a letter of explanation would be disseminated to ratepayers affected by the Aller Moor Spillway.
- P Brewin (PAB) Ecologist to the Board advised that water is evacuated as soon as practicable, as stated in the Water Level Management Plan.
- Mr A Lloyd addressed the meeting with a photograph and the following questions:
- 1) With regard to River Parrett dredging, will undredged parts of the river be dredged?
 - 2) 80ft Rhyne and KSD – will these be dredged?
 - 3) Sowy/KSD – will it be widened to allow Monks Leaze to flow?
- Board officers responded to Mr Lloyd:
- the main rivers are not within the control of the Drainage Board
 - decisions on main rivers are taken by the Environment Agency (the Agency)
 - the SRA has a 5 year rolling programme of works
 - there is a focus on tidal lengths of the River Parrett
 - 8km of the River Tone to Burrowbridge have been dredged
 - dredging in Northmoor is due to be undertaken early in 2016
 - IDB is assisting in the development of a dredging strategy
 - Lengths of watercourse to be considered include: Burrowbridge upstream to Oath, and downstream. Several other lengths are included within the 5 year programme
 - Board officers actively working on the programme to be agreed with all partners, to then seek funding
- The 18ft Rhyne does not currently feature in the Enhanced Works Programme or the SRA 5 year plan. Members agreed that Mr Lloyd’s questions will be addressed in the response to Mrs Roberts and that the letter would be disseminated to all ratepayers affected by the Aller Moor spillway. A member requested that the Board requests the works above to be included in the SRA programme of works. This was duly noted by the meeting.
- 10 **Minutes of the Full Board Meeting held on 16 June 2015:** (appended) having been previously circulated the Chairman signed the minutes as a true and correct record of the meeting held. All in favour.
- 11 **Matters Arising: Item 18 (1) Mr Hall Rates:** NWS advised that following discussion with the Chairman and Vice-Chairman, the outstanding rates are being dealt with appropriately.

RES 5

RES 6

	<p>Item 11 Kitchens Lane: should read Kitchens Lane</p> <p>Item 11 Mildmay Rhyne: R Vaux should read N Lockyer</p> <p>Item 7 SRA: Members were advised that £35k had been received for 2014/15, however no funding had been received for 2015/16 due to a purchase order number not being available, however the mechanism to create a purchase order number is now in place. £38k accrued income is highlighted on the finance report which will be requested once the purchase order number has been received.</p>	
12	<p>Finance Report: (appended) S Gee (SMG) briefed members on the report advising that the Agency has paid its contribution to the Thorney Ring Bank scheme, however Somerset County Council has yet to settle the amount outstanding.</p> <p>Schemes: members were advised that some schemes may be deferred to future years if staff resources are insufficient to progress the work.</p> <p>Members were advised that schemes carried forward at year end are mainly Grant in Aid (GiA) projects that require external funding i.e. Minehead investigations and improvements; this project is being addressed to identify maintenance works and evacuation of water through other schemes, however partnership funding is not currently forthcoming.</p> <p>Other projects: IDB intention was to work on in-land projects which anticipated GiA, however at this time GiA has not been approved. Board funds, specifically raised, will be ring fenced for schemes in the areas for which they have been raised.</p> <p>SDBC acronyms: new members requested a definition of acronyms utilised by the Board to allow a greater understanding when reading Board documents; it was agreed that the Assistant Clerk will produce and disseminate a list of commonly used acronyms.</p> <p>SDBC Budget: (appended) members were advised that the Finance & Governance sub-committee at its recent meeting recommended approval of the 2016/17 budget.</p> <p>Proposed M Winslade MBE, Seconded R Coombes ‘that the Parrett Internal Drainage Board approves the Somerset Drainage Board Consortium 2016/17 Budget.’ Vote: unanimous RESOLUTION 7</p> <p>The Finance report as submitted was duly noted by members.</p>	C-AP
13	<p>Local Government Pension Scheme: Members were advised that a meeting had been held with the Expenditors to discuss amendments to their terms and conditions as well as pension auto-enrolment, and that the Finance & Governance and Employment & Machinery Sub-Committees had recommended in principal that the Parrett IDB applies to become a minor contributor to the Local Government Pension Scheme from January 2016.</p> <p>SMG advised that entry to the scheme would increase Board costs by approx. £14k, and that there are currently four eligible staff, however one Expenditor is not eligible by reason of age, although he may request to join the scheme.</p> <p>NWS advised that the Expenditors had discussed terms and conditions including flexible working hours, and they confirmed that they would be satisfied with negotiations if they could become members of the LGPS.</p> <p>Members concurred that if staff are employed from another public body employer then their accrued employment benefits are also transferred, the Board does not act prejudicially.</p> <p>Proposed A Bradford, Seconded B Rowe ‘that the Parrett Internal Drainage Board submit an application to become a minor contributing member and accept the terms of Local Government Pension Scheme with a view to auto-enroll eligible Expenditors from January 2016.’ Vote: unanimous RESOLUTION 8</p>	RES 7
14	<p>Engineering Report: (appended) a) Maintenance Works: P Ham (PSH) provided a brief overview of the maintenance report, which was duly noted by members, with the following points of note:</p> <ul style="list-style-type: none"> • Kitchens Lane: next stage of works due to commence week beginning 16 October 2015 • Pawlett Hams: there is no water at present in this area; an investigation is being undertaken • Threatening behaviour: as report; PSH advised tht it may be possible to have police presence when undertaking maintenance works, or the Contractor may have to provide an alternate driver for this area • KSD to Nythe: concern was expressed for the timing of the annual maintenance. PSH advised that the Expenditor is in discussion with the Contractor. After a short discussion members requested that this contract is reviewed with a view to return to in-house works • Maize: Members commented that landowners growing maize leave a buffer strip for maintenance? NWS advised that although there is a 9m byelaw zone, byelaws cannot be used to control normal agricultural practices within 9 metres of a watercourse. However it should also be recognised that the Section 15 compensation exemption does not apply to any maize damaged as a result of it being driven over when accessing the maintenance 	RES 8 SMG
		PSH
		Works Comm

	<p>strip. It was agreed to discuss this matter further at a future Works Committee meeting</p> <ul style="list-style-type: none"> • Minehead: Cllr Maitland-Walker expressed gratitude to the Board for its endeavours with works in the Minehead area • Pesticide Use: following successful completion of training on the safe use of pesticides, PSH was asked if the Board would offer the skills of the trained person to landowners. It was agreed that this matter would be discussed a future Works Committee meeting <p>b) Improvement Works: (appended) I Sturdy (IDS) presented an overview of a summary engineers report:</p> <p>3. Park Brook/Bridgwater Canal: this scheme is under consideration, however CDM has not been completed.</p> <p>4.1 Kings Cliff Brook, Fordgate: IDS advised that tenders had been invited from reputable contractors as agreed at the full Board meeting of 16 June 2015 (item 18 (2)); CDM and contractor details will be forwarded to the scheme holder in accordance with current legislation. After much discussion it was agreed that the riparian owner should arrange to undertake bank repairs to support the road and the Board should not undertake works on the ground. As stated in the previous meeting, the Canal & Rivers Trust will fund piles to the value of £2.5k Members were advised that Board costs incurred on the scheme to date total £1.0k.</p> <p>Proposed B Rowe, Seconded C Passmore ‘that the Parrett IDB provides an equal contribution to the Canal & River Trust contribution of £2.5k to include costs already incurred. This offer is subject to a waiver of future responsibility, obligation or involvement in the structure.’ Vote: 15 for, 4 against, 0 abstain, motion carried RESOLUTION 9</p> <p>4.2 Elsons Clyse: as report. Q: will temporary pumps be required to allow Northmoor pumps to come to capacity?</p> <p>A: the Environment Agency has advised that the pumps will deploy adequately without the need of temporary pumps.</p> <p>Proposed J Lang, Seconded C Passmore ‘that the Parrett IDB advises the SRA that at this time there are no circumstances under which it would deploy pumps at Elsons Clyse.’ Vote unanimous RESOLUTION 10</p> <p>5. National Grid: members were advised that during negotiations National Grid has rejected some issues raised by the IDB, however negotiations continue with legal advisors. A draft agreement includes costs for preparing the agreement, statement of common ground, processing land drainage consent applications as well as significant costs in association with works alongside watercourses and specification for many culverts.</p> <p>c) Development Control: (appended) members noted the reports.</p>	Works Comm
	<p>15 Update on the Parrett Barrier Proposals: IDS provided an overview advising that meetings have been held with the Environment Agency, Chair and Vice Chair and officers of the IDB with officers from SDC (this list is not exhaustive):</p> <ul style="list-style-type: none"> • Recommendation to exclude marine sediment as much as possible • Early appraisal/development stage • Intention is not to build a full exclusion barrier • EA brief includes the IDB preference • EA seeking tenders for full appraisal and option development • IDB will continue to work with EA, appointed consultants and development partners • Consultants to be aware of applicable legislation to support a barrier on a tidal river <p>Concern was expressed regarding content of SDC Core Strategy Plan, in particular a proposed application at Dunball. IDS advised that the consultation closing date is 18 December 2015, to which the IDB will submit an appropriate response.</p>	RES 9
	<p>16 Somerset Rivers Authority update of proceedings: PCM opined that this item has been discussed at length during the meeting.</p>	RES 10
	<p>17 Proposed revaluation procedures: (appended) C-AP advised that the F&G sub-committee at a meeting in May 2014 recommended approval of the procedures, and that the Axe Brue IDB had approved the procedures.</p> <p>Proposed J Healey, Seconded Cllr A Gilling ‘that the Parrett IDB approves the processes used by officers in responding to requests for agricultural land/building revaluation and awards delegated authority to the Clerk and Assistant Clerk to instruct revaluations of agricultural land/buildings as appropriate.’ Vote: unanimous RESOLUTION 11</p>	RES 11
	<p>18 Proposed purchase of padlocks: (appended) P Ham gave an overview of the proposed purchase of padlocks advising that the Axe Brue Board had recently approved the purchase of Abloy alike locks. Sample locks were provided for member perusal.</p> <p>Proposed Cllr N Weeks, Seconded M Winsalde MBE ‘that the Parrett IDB in conjunction with the Axe Brue IDB purchases Abloy Alike System Locks to allow flexibility to purchase different size locks with SDBC on the locks to deter unauthorised use at a cost to each</p>	RES 12

Board of £4,131.50 .’ Vote: unanimous RESOLUTION 12

19 Any Other Business: None

20 Date of Next Meeting: Policy, Finance & Governance Committee 19 January 2016 – to be confirmed
Full Board 02 February 2016
Works Committee 23 February 2016 – to be confirmed

There being no other business the Chairman thanked members and officers for attending
The meeting closed at 17.35hrs

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CHAIRMAN

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DATE