

Minutes of the Axe Brue Full Board Meeting Held at Bradbury House, Market Street, Highbridge
Tuesday 08 November 2016 at 10:30hrs **Chairman: Mr Jeff Fear**

The meeting was opened by the Clerk, Nick Stevens.

Action

- 1 **Attendance and Apologies:** as per register appended.
- 2 **Items additional to the agenda:** M S Wall: unconsented works, Crown Inn, East Huntspill.
N Stevens: EFRA Report
- 3 **Declarations of interest:** Cllr A Gilling (AG) – all matters relating to planning.
B Stitch – matters relating to Brinscombe Sluice.
- 4 **Opportunity for the public to address the meeting:** No members of the public present.
- 5 **Notice of the 2016 election results:** (appended enc 1) Members were advised that there remain two vacancies, one seat each for Burnham & Highbridge and Cheddar & Axbridge. Members were asked to forward details of prospective candidates to the Clerk.
- 6 **Appointment of Chairman 3 year term to 31.10.2019:** The Clerk invited nominations for Chairman:
Nominated by Cllr A Gilling, Seconded by A Chidgey – Jeff Fear
Nominated by M Watts, Seconded by B Clapp – Ray Adlam
Term of Chairman was questioned; some members considered that Mr Fear had completed two terms and therefore was not eligible to stand for a third term.
Members were advised that there was no record of a maximum term and that having completed one full term of three years, Mr Fear was eligible to stand.
M Watts expressed that at amalgamation it was stated that the Chairman would serve no more than 2 full terms.
The Clerk advised that in accordance with Standing Order No. 23, after six months of being passed, a resolution of the Board may be rescinded and a new resolution passed; therefore the Board may choose to make a new policy decision today on the term of Chairman, as the original resolution was more than 6 months ago. After much discussion no resolution was made for a maximum term.
The Clerk advised that one full term of three years had been served as the inaugural term was 18 months to the first election, as set by DEFRA upon amalgamation.
The Clerk requested Mr Adlam and Mr Fear leave the room to enable a written ballot. The Assistant Clerk disseminated numbered ballot papers.
The Clerk announced 27 votes were counted: 11 for Mr Adlam, 16 for Mr Fear and declared Mr Fear Chairman of the Axe Brue IDB for the ensuing three year term to 31 October 2019.
Mr Fear accepted the chair, thanking members for their continued support.

Addendum:

following the meeting, minutes of the inaugural meeting of the Axe Brue IDB held on 02 April 2012 were brought to the Clerk's attention, where it had been resolved that the Chairman would serve no more than two consecutive full terms; a full term being three years. The following as extracted from the approved minutes of the meeting of 02 April 2012:

[Adopt Axe Brue Standing Orders and Financial Regulations: Standing Orders: item 1a R Adlam proposed, G Chinnock seconded 'that the Board's policy should state that the chairman should sit for no more than 2 consecutive full terms'. 12 For, 2 against, 12 abstention. Motion carried Resolved 3.]

- 7 **Appointment of Vice-Chairman 3 year term to 31.10.2019:** The Chairman invited nominations for Vice-Chairman:
Nominated by M Watts, Seconded by A Franks – Ray Adlam.
There being no other nominations, Mr Adlam was declared and accepted the position of Vice-Chairman for the ensuing three year term to 31 October 2019, by unanimous vote.
Mr Adlam thanked members for their support, advising that he would do his best to support the Chairman during his term in office.
- 8 **Appointment of representatives and deputies to the Consortium Management Committee:**
Roles and responsibilities of sub-committee members were detailed by the Clerk.
Membership of 7 was agreed as:
Ray Adlam, Charlie Ainge, Jeff Fear, Alan Franks, Jim Lukins, Maurice Wall and Martin Watts.
Deputies: Ed Champion, Noel Lukins, Pamela Thorne and Wendy Welland.
- 11.00 T Tinnell joined the meeting with apologies for his late arrival.

SRA Working Group: Membership of 12 to this joint committee with the Parrett IDB was agreed as:

Ray Adlam, Charlie Ainge, Jeff Fear, Alan Franks, Cllr Andrew Gilling, Cllr Tom Killen, Alvin Neale, Colin Pople, Pamela Thorne, David Watts, Martin Watts and Wendy Welland.

Chairman and Vice-Chairman to remain as representatives on the main SRA Board.

Alan Franks and Cllr Andrew Gilling to remain as deputy representatives to the main SRA Board.

9 **Appointment of Finance & Governance Sub-Committee:** Membership of 13 was agreed as:
(Elected 6) Alan Franks, Pamela Thorne, David Tratt, Martin Watts, Wendy Welland – vacancy.
(Appointed 7) Heather Case, Cllr Andrew Gilling, Cllr Philip Ham, Jessica Healey, Cllr Tom Killen – 2x vacancy.

Members were invited to expressions of interest for this committee.

Proposed Cllr Gilling, Seconded D Tratt ‘that the Chairman and Vice-Chairman appoint as appropriate to achieve full membership of the Finance & Governance sub-committee.’ Vote: unanimous RESOLUTION 1

RES 1

10 **Appointment of Catchment Committees: Axe Catchment** Membership was agreed as:
(Elected) Ray Adlam, Edwin Badman, Ed Champion, Colin Durston, Jeff Fear, John Frost, Jim Lukins, Martin Smith, Brian Stitch and Tom Tincknell.
(Appointed) David Banwell, Cllr Lorna Corke, Cllr Polly Costello, Cllr John Denbee, Cllr Andrew Gilling, Cllr Philip Ham, Jessica Healey, Cllr Dawn Hill, Cllr Tom Killen, Cllr Jeff Savage and Cllr Liz Scott.

Brue Catchment Membership was agreed as:

(Elected) Ray Adlam, Charlie Ainge, Bob Clapp, Jeff Fear, Alan Franks, John Frost, Phoebe Judah, Noel Lukins, Alvin Neale, Colin Pople, Martin Smith, Pamela Thorne, Martin Watts, Ross Whitcombe and Richard Willcox.

(Appointed) David Banwell, Adrian Chidgey, Phil Holms, Steve Hughes, Cllr Roy McKenzie, Cllr Graham Noel, Cllr John Parham, Richard Shaw and Tim Youngs.

Coastal Catchment Membership was agreed as:

(Elected) Ray Adlam, Mat Boley, Jeff Fear, David Tratt, Maurice Wall, David Watts and Wendy Welland.

(Appointed) Heather Case, Cllr Alison Hamlin, Cllr Will Human, Cllr Roger Keen, David Poole, Richard Shaw and Cllr John Woodman.

11 **Appointment of Policies Sub-Committee:** it was agreed that this sub-committee would be discussed at a future Finance & Governance committee meeting.

F&G

12 **Appointment of Water Level Management Plan Committee:** members were reminded that this committee is convened on an ad-hoc basis. It was agreed that the majority of WLMP work is within the Brue catchment, therefore the Brue Catchment members should populate as necessary.

11.10 Cllr A Gilling left the meeting with apologies to the Chairman.

13 **Finance Reports:** S Gee (SMG), briefed members on the Finance Reports.

13a **External Audit Report:** (appended Enc 2a) SMG advised that the external audit report from Grant Thornton states that Sections 1 and 2 of the Annual Return, although separately considered, approved and signed, should be recorded as separate minute points before the accounting statements. Also, that the Notice of Appointment of Date for the Exercise of Electors’ Rights did not allow any days between the inspection of the books and records and the audit date; there should be at least one day between these dates.

With these two matters, the External Audit was duly noted.

13b **Direct Debit – an alternative method of rate demand settlement:** (appended Enc 2b) SMG advised that the Direct Debit process is a long term scheme which will provide financial and resource savings.

The Board will need to approve an indemnity to the bank to comply with the Direct Debit guarantee. An information letter presented at The Dairy Show, held at the Royal Bath & West Showground in October had been received favourably by rate payers.

Due to changes within the banking structure at Nat West Bank, a tendering process is being considered for alternative banks.

Members accepted that Direct Debit should be offered as an alternative method of rate payment and recommended dissemination of Direct Debit mandates in January and April.

Proposed C Ainge, Seconded M Watts ‘that the Axe Brue IDB approves the provision of an indemnity to Nat West Bank in line with the Direct Debit Guarantee to enable the Axe Brue IDB to generate Direct Debits as an alternative method of drainage rate collection. It is also agreed that Stephen Gee and Carrie-Anne Porter may sign the application form and act as

RES 2

**the Primary Security Contacts and any corrections made to it.' Vote: unanimous
RESOLUTION 2**

13c

Budget headlines for 2017/18 including SDBC Budget: (appended enc 2c) SMG advised that Nat West bank is currently offering 0.01% interest on account balances, therefore alternative banking is being researched.

With no matters of concern, members duly noted the finance report.

SDBC Budget 2017/18: through discussion and questions, SMG advised:

- the draft budget was approved by the SDBC Management committee at the meeting of 30 August 2016
- Decrease in costs to SDBC as in previous 2 years
- Trainee Technicians – Jack Roberts began employment 07 November, second trainee will commence April 2017 – to learn an overview of the organisation and engineering
- Trainee Technicians are eligible for auto-enrollment to the pension scheme; for staff morale it was considered inappropriate to have an alternative pension scheme for new employees
- The meeting was advised that auto-enrollment could be deferred for 3 months for a new starter; SMG will research this with the pension company.

Proposed A Franks, Seconded R Willcox 'that the Axe Brue IDB approves the Somerset Drainage Boards Consortium budget for 2017/18.' Vote: unanimous RESOLUTION 3

RES 3

13d

Review of Finance Regulations: (appended) SMG advised that in line with a previous years external audit recommendation the Financial Regulations will be reviewed on a triennial basis rather than quinquennial.

SMG summarised the recommended amendments to the Regulations, advising that 'the Board' refers to the Axe Brue as lead Board of the Consortium.

Proposed D Tratt, Seconded W Welland 'that the Axe Brue IDB approves and adopts the amended Financial Regulations as submitted.' Vote: unanimous RESOLUTION 4

RES 4

14a

Engineering Report: (appended enc 3) Maintenance Works: M S Wall (MSW) advised that winter penn will commence (approx.) 1st December, as agreed in the WLMP. The following points were noted:

Lympsham Pumping Station: following further investigation members were advised that the pumping station was surplus to requirements following improvement works to the existing drainage system. A route to extend New Rhyne by taking into view an ordinary watercourse was discussed.

Proposed Adrian Chidgey, Seconded David Watts "that the Axe Brue IDB gives authority to extend New Rhyne by taking an ordinary watercourse into view." Vote: unanimous RESOLUTION 5

RES 5

Berrow, Rose Tree Paddocks: MSW advised that negotiations had been held with the developer as stated in the Engineering report. MSW recommended that the second badger sett remain as unconsented work with a secured 9m strip on the opposite bank. No enforcement to be carried out at this time, however a letter to be written to the developer to make clear that any future development is to comply with the Board Byelaws and consenting regulations.

NWS

Proposed Martin Watts, Seconded David Watts "that no enforcement is carried out on S Notaro Ltd for constructing a second badger sett in close proximity to a watercourse providing a 9m access strip is secured on the opposite bank. A letter to be sent to S Notaro Ltd stating that any future development must comply with the Board Byelaws and consenting regulations." Vote: unanimous RESOLUTION 6

RES 6

C Ainge left the meeting.

12.00

Edgarley, Glastonbury: Site meetings attended - the landowner Mr Walker, states the fence is needed to retain cattle to stop them entering school playing field.

- The fence is made up of two strands of barbed wire with stakes very close to the watercourse
- Mr Walker offered to maintain sections of the rhyne – if permitted this would need to be monitored to ensure satisfactory standard
- NWS recommended that the fence (two strands) be relocated in the lower field, back from the watercourse with an access gate installed and maintained by Mr Walker
- Concern was expressed for arisings creating future issue and/or being unsightly

Cllrs Costello and Human left the meeting

12.15

- Members were reminded that the Board has policies regarding fencing but needs to be flexible
- A change of policy or deviation from policy may cause issues elsewhere through the district

	<ul style="list-style-type: none"> Concern expressed with the principle of landowners erecting fencing then negotiating with the Board for an acceptable outcome A discussion is to be held between Millfield School, AJD and R Adlam, to be reported to the Full Board in January. 	AJD/ Full Bd
	<p>Pint Pot Cottage – Notice of Entry: Landowner, Mr Sperring has refused entry. Vehicles and trailers are blocking the access therefore not complying with the Notice. Legal advice is being sought.</p> <p>It was recommended that delegated powers be given to the Axe catchment for a small sub-committee to meet on site with the Chairman and Vice Chairman.</p> <p>A warrant may have to be issued by the Magistrates' court to allow a police presence to gain entry to undertake the works: Land Drainage Act 1991 Section 64: intentionally obstructs or impedes any person exercising a power conferred by this section...</p>	
12.40	<p>A Chidgey left the meeting.</p> <p>25m of native hedge has been offered by the Board to aid stabilisation of the bank, however the landowner has refused.</p> <p>Proposed Cllr Scott, Seconded R Adlam ‘that the Axe Brue IDB convenes a sub-committee to meet at Pint Pot Cottage to negotiate with Mr Sperring, Landowner and that delegated authority is given to the Axe Catchment Committee to take further action as necessary for access to undertake routine channel cleaning works.’ Vote: unanimous RESOLUTION 7</p> <p>Sub-Committee: Chairman, Vice-Chairman, Cllr Gilling and J Lukins.</p>	RES 7
12.50	<p>M Watts and R Willcox left the meeting.</p> <p>Tootle Bridge: R Adlam declared an interest. (as report) the Board will continue to work with the EA and SCC to remedy issues. Members were advised that local residents and landowners experience problems from the watercourse in storm and raised water events.</p>	AJD
12.55	<p>M Smith left the meeting.</p>	
14b	<p>Improvement Works -</p> <p>Basonbridge Investigations: (map Ref S3) Members opined that this scheme is not essential and should not therefore be considered a priority.</p> <p>After discussion it was agreed to continue engagement with the developer of the factory site to future proof drainage within the area. To be discussed at a future meeting.</p>	MSW
13.00	<p>J Lukins, Cllr Scott and T Tincknell left the meeting.</p> <p>West Rhyne Improvements: members were advised that this is a low level carrier project, and that the catchment has been modelled, including LIDAR mapping. The model has shown that by increasing the culvert size, flow and conveyance would be improved.</p>	
13.05	<p>Cllr Savage left the meeting.</p> <p>Proposed D Watts, Seconded D Poole ‘that the Axe Brue IDB delegates authority to the Coastal Catchment for future investigation and expenditure surrounding West Rhyne Improvements.’ Vote: unanimous RESOLUTION 8</p>	RES 8
14c	<p>Development control (appended enc 5) Application 52/16/00008 Alstone Lane: Members were advised that drainage details had yet to be agreed i.e. discharge of details, therefore the objection as submitted, held at this time.</p> <p>Crown Inn, East Huntspill: a previously consented culvert section now has unconsented storage containers placed on it, as well as evidence of an extension to the skittle alley. Officers are working with SDC in regard to the breach of planning approval.</p> <p>Proposed R Adlam, Seconded W Welland ‘that the Axe Brue IDB refuse Land Drainage Consent for temporary storage units and seek enforcement if necessary for removal of three storage units currently sited over a culvert section at Crown Inn, East Huntspill.’ Vote: unanimous RESOLUTION 9</p> <p>The report was noted by members.</p>	RES 9
13.30	<p>R Willcox and A Franks left the meeting.</p> <p>At this time the meeting was no longer quorate, therefore in line with Standing Orders the meeting was closed by the Chairman, with thanks to the members and officers.</p>	
15	Policy: Infilling of Urban Watercourses: (appended enc 6)	
16	Annual Tour of Board District: as an action from the last F&G meeting	
17	Somerset Rivers Authority:	
18	Minutes of the Full Board meeting held on 14 June 2016: (appended enc 7)	

- 19 **Matters arising:** none
- 20 **Any Other Business:**
- 21 **Date and venue for next meeting:** Proposed meetings calendar 2017/18 (appended enc 8)

The meeting was closed at 13.32 hrs.

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CHAIRMAN

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DATE