

Minutes of the Axe Brue Full Board Meeting Held at Bradbury House, Market Street, Highbridge
Tuesday 14 June 2016 at 10:30hrs **Chairman: Mr Jeff Fear**

1	Attendance and Apologies: as per register appended.	Action
2	Items additional to the agenda: None.	
3	Declarations of interest: Cllr A Gilling (AG) – all matters relating to planning.	
4	Opportunity for the public to address the meeting: No members of the public present.	
5	Finance Reports: In the absence of S Gee, N Stevens (NWS) briefed members on the Finance Reports. 1) Draft Finance and Governance Meeting minutes 21 May 2016 (appended enc 1) the minutes were included for reference and information purposes only in considering the Annual Accounts today.. 2) Annual Accounts to year end 31 March 2016 (appended enc 2) the annual accounts were discussed at length and recommended for approval at the recent F&G meeting; members accepted the report as submitted. M Watts stated that he would await the outcome of an internal audit report prior to accepting the year-end accounts. Proposed Cllr A Gilling, Seconded R Adlam ‘that the Axe Brue IDB adopts the accounts to Year-End 31 March 2016.’ Vote: 28 For, 0 Against, 1 Abstain – carried. RESOLUTION 1	RES 1
	3) Annual Return 2016 Section 1 and Section 2 (appended enc 3) members acknowledged their responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements by considering each of eight statements and answering ‘Yes’ to each in turn. Proposed W Welland, Seconded Cllr A Gilling ‘that the Axe Brue IDB confirms a sound system of internal control including the preparation of the accounting statements to Year End 31 March 2016 by answering ‘Yes’ to Governance Statements 1 to 8 on Section 1 and approving the accounting statements on Section 2 of the 2015/16 annual return.’ Vote: 28 For, 0 Against, 1 Abstain – carried. RESOLUTION 2	RES 2
	4) SDBC Accounts to year end 31 March 2016 (appended enc 4) In response to concern at the low investment to training costs, NWS advised that the regional office of Civil Engineers have been asked to provide assistance with training programmes. Proposed J Lukins, Seconded A Franks ‘that the Axe Brue IDB approves the Somerset Drainage Boards Consortium accounts for Year End 31 March 2016.’ Vote: unanimous RESOLUTION 3 NWS advised that an application had been submitted to Somerset College for two Trainee Technicians by apprenticeship from September 2016 for two years.	RES 3
	5) Procurement Policy and Procedures (appended enc 5) NWS advised that to maintain a competitive local contracting market, Section 10 Supplier Rationalisation, where appropriate, will limit awards to contractors where that award would result in the contractor holding more than 50% of the Boards expenditure in that category. The policy and procedure will be reviewed regularly to consider future management of cloud based procurement protocols and electronic tendering. Approved supplier lists, Section 7, is not a framework. Experience of all contractors on supplier lists will be approved by a process of competency/selection criteria. Proposed M Watts, Seconded D Banwell ‘that the Axe Brue IDB adopts the Drainage Board Procurement Policy and Procedures.’ Vote: unanimous RESOLUTION 4	RES 4
6	Recommendations from the SDBC Salaries Committee Meeting: NWS advised that the meeting held 22 March 2016 recommended a cost of living increase to all staff of 1.5%, in-line with local authority employees. This is a total increase of £7k. 6 increments or re-grades were recommended at a total increase of £15k, half of which is recoverable from North Somerset Levels IDB with their agreement. Proposed D Tratt, Seconded C Ainge ‘that the Axe Brue IDB as lead Board of the Somerset Drainage Boards Consortium approves the cost of living 1.5% increase and six increments or re-grading at an increase of £15k.’ Vote: unanimous RESOLUTION 5	RES 5
7	Review of Finance Regulations: NWS advised that following review of the Finance Regulations some minor changes had been recommended, however these had not been discussed at the F&G meeting. It was agreed that the Finance Regulations would be disseminated to members for consideration at the forthcoming F&G and Full Board meetings respectively.	C-AP
8	Engineering Report: (appended enc 6) A Dowden (AJD) advised that Bargeman’s Cabbage is to be cut prior to seed dispersal, as agreed at a previous meeting. M S Wall (MSW) advised that pennywort at Bleadon is being sprayed with glyphosate, and this	

practice will continue throughout the season as necessary.

Brean Leisure: West Rhyne – MSW advised that although a Notice had been served to reinstate the 9m byelaw maintenance strip, no Land Drainage Consent application had been received or material removed from the access strip adjacent to the watercourse. Members concurred that siting arising on the golf course, opposite, was not appropriate on a long term basis as the land is not in agricultural use. Options considered by the Board were to send a strongly worded letter as a follow-up to the Notice or to undertake works under Notice and /or prosecute.

It was agreed, but not voted upon, to give future consideration to re-siting East/West Rhyne. The Clerk asked for the formation of a sWorking Group with delegated powers to progress this enforcement work.

Proposed A Chidgey, Seconded M Watts ‘that the Axe Brue IDB awards delegated authority to a new sub-committee generated to pursue negotiations for removal of the spoil or to follow procedure for enforcement of Notice if necessary.’ Vote: unanimous RESOLUTION 6

Sub-Committee membership: J Fear, R Adlam, A Franks, A Gilling, N Lukins, D Tratt and W Welland.

Improvement Works - Stoning Pound Rhyne: (appended enc 7) MSW provided a presentation of the area experiencing drainage issues and the current temporary stop log structure.

A full discussion was held on a suitable drainage solution for the area.

Proposed J Lukins, Seconded N Lukins ‘that the Axe Brue IDB awards full delegated authority to the Brue Catchment Committee to resolve the matter locally with a budget not exceeding £12,000.’ Vote: 28 For, 0 Against, 1 Abstain – carried. RESOLUTION 7

Butleigh Old Rhyne Butleigh Wootton Rhyne: AJD advised members that there are 3 gas main crossings along this drove without marker posts. Following investigation the Gas Board were contacted, however liability has not been accepted. Following discussion it was agreed that NWS and AJD investigate further and report at a future meeting.

Cheddar Football Club: AJD advised that correspondence has been sent to CFC stating that as riparian owners they are responsible for maintaining approx. 130m of watercourse.

Meare Way Outlet: R Adlam, as neighbouring landowner declared an interest in this item.

AJD advised that at this outlet via an open ditch into the river, the householder has requested assistance from the Somerset Rivers Authority (SRA) due to a flooding issue. Investigations are currently underway to design and submit a scheme for consideration at a future meeting.

Summer Water Levels at Tealham: C Ainge asked why water levels in Tealham were held high after summer penn. Concern was expressed for consultation with particular bodies that are not statutory consultees or land owners within the area.

P Brewin advised that there are three large raised water level areas. Difficulties have been identified where there are variations in land levels and land types. Further work is necessary to assist in operating the system, to attain conditions conducive for HLS and other agreements.

Brue De-silting Strategy: NWS advised that this was a requirement for consideration as part of the dredging strategy commissioned by the SRA. Within the Brue de-silting strategy, analysis indicates that the constraints are not as the IDB had expected, and that this matter requires further investigation and modelling. Analysis of cross-sectional area indicates further downstream constriction rather than the Westhay to North Drain length, and that the channel may have been deepened by repeated works.

Development control (appended enc 8) Application 03/16/00007/LR erection of agricultural livestock building, New Homestead Farm, Mark – the particular location of this application was questioned; Cllr Gilling will discuss the matter out of meeting with Mr Willcox.

The report was noted by members.

- 9 **Electoral Procedure: Approval of Electoral Roll:** C-A Porter (C-AP) Assistant Clerk, explained the election process and timetable to members, advising that during August they will receive notification of termination of Office as of 31 October 2016 and that in September the date for close of nominations will be set and a Public Notice of Election will be published. Nomination papers with instruction sheets will be provided to current Board members as well as being available to download from the Board’s website.

An Electoral Register produced by the rating system for 2016/17 has been available for public inspection for two weeks following publication of Notice of Deposit, however no objections have been received.

Proposed A Chidgey, Seconded C Ainge ‘that the Axe Brue IDB approves the Electoral Register and Notice of Approval of Register to be published.’ Vote: unanimous RESOLUTION 8

Nick Stevens Clerk to the Board remains as Returning Officer and Carrie-Anne Porter Assistant Clerk to the Board will remain as Assistant Returning Officer for Election of the Axe Brue Internal Drainage Board 2016

RES 6
Sub-
Committee

RES 7
Brue
Catchment

NWS/AJD

IDS

NWS

RES 8

- 10 **Somerset Rivers Authority:** NWS briefed members on funding and the works programme which is currently underway.
 The SRA Chairman has confirmed future funding by way of precepting and the introduction of legislation to Government in the autumn.
 The new MoU and Constitution has not yet been signed; this will be on the July SRA Board meeting agenda.
 SRA Technical Group has a 5 year programme of works for capital, enhanced and maintenance.
 The IDB is delivering some of the works i.e. Parrett and Tone dredging, sediment monitoring and additional weed cutting and tree works.
 The IDB is also involved with drafting the dredging strategy on the Parrett and Tone as well as the River Brue.
 R Adlam expressed concern that NWS and P Maltby (Chairman of the Parrett IDB and SDBC) have done very little to secure the IDB's individuality and security, and would like the IDB Joint Working Group to discuss these concerns and how the Boards operate with regard to the SRA.
 The Chairman requested that comments pertaining to Mr Maltby are withdrawn as Mr Maltby is not in the room to answer them; Mr Adlam refused to acquiesce.
 NWS advised that matters are changing nationally and that it would now appear that a Private Bill may not be the best solution. The IDB needs to work with Sedgemoor DC and DCLG to try to resolve their concerns, to ensure there is no impact on IDBs. ADA has changed its view from the initial discussions held, however all the facts and proposed Bill clauses are not yet available to provide proper comment. DCLG had offered the local organisations an ability to comment and input to the draft Bill clauses.
 When seeking funds there will always be different views, however other Boards are supportive of the Governments view to pass more work to IDBs.
- 11 **Minutes of the Full Board meeting held on 09 February 2016:** (appended enc 9) having been previously circulated the minutes were signed by the Chairman as a true and correct record of the meeting held.
- 12 **Matters arising:** none
- 13 **Special Correspondence and meetings:** Bleadon Sluice: NWS advised that Bristol Water's Head of Projection Projects has advised that BWW intend to commence works in 2016 subject to construction design and securement of funding. The IDB has not been consulted on the current proposals. It was agreed that NWS is to write to BWW requesting details.
- 14 **Any Other Business: 1) Outstanding Rates:** C-AP advised that the current outstanding rates are £10.4k less than this time last year, at £58k. First reminder letters had been disseminated on 13 June 2016; second reminders will be produced in 4 weeks with summons and court notices 4 weeks later.
2) North Water outfall: has responsibility of the sluice been identified? MSW advised that a meeting had been requested with the EA however the EA has advised that there are no plans to carry out works on the structure as it would be carrying out works for land drainage purposes, and they are satisfied with the current operating procedures. However if the Board would like to undertake repairs or replacement of the structure at its own cost, the EA would consider the proposal. It was agreed that the IDB requests one door is operational for either the IDB or EA to operate, at no cost to the IDB.
3) Cycle Path, Diamond Farm Sluice: D Tratt advised that works to install the cycle path had been commenced. It was agreed that MSW would monitor the works.
- 15 **Date and venue for next meeting:** Updated meetings calendar (appended enc 10)
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| Axe Catchment | 26 August 2016 |
| Brue Catchment | 13 September 2016 |
| Coastal Catchment | 27 September 2016 |
| Finance & Governance | 04 October 2016 |
| Full Board | 08 November 2016 |

NWS

MSW

There being no other business the Chairman thanked members and officers for attending.
 The meeting was closed at 13.22 hrs.

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 CHAIRMAN

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 DATE