

In the absence of the Chair and Vice Chair P Maltby proposed that Tony Bradford take the Chair, this motion was seconded by D Spicer with all in agreement. Resolution 1

	Action
<p>1 Attendance and Apologies: Apologies from B Rowe, I Sturdy, M Winslade.</p>	
<p>2 Items additional to the agenda: 1) T Bradford – future works of this committee. 2) T Bradford - Identify additional works for the rhyne cleaning contracts. N Stevens (NWS) advised that in-house operations would be discussed upon appointment of a new Area Operations Manager and that a strategic plan is to be agreed for structure of committees and in-house operations, e.g. budgets and officer delegated authority, after reconstitution.</p>	
<p>3 Declarations of interest: None at this time. Members were reminded to declare interests during the meeting where appropriate.</p>	
<p>4 Finance: Overview of expenditure and budget: (tabled) S Gee (SMG) briefed members (this list is not exhaustive):</p> <ul style="list-style-type: none"> • Maintenance costs under budget due to no increase from contractors, as had been estimated when the budget was set. • Slabgate Weir is included within schemes, as it is a vital for feed into Westmoor • Minehead: C Passmore expressed concern that culverts need to be reviewed on a regular basis to ensure no obstructions are identified. NWS advised that Minehead has been removed from the works programme, however officers will remain vigilant. • Schemes are over programmed when setting the budget, to be undertaken within a prioritised programmed relative to the funding available. • Favourable Conditions scheme repair and remedial works are now required as the schemes were undertaken in 2010. • Asset Transfer: there are some structures that members may wish to consider transferring to IDB responsibility i.e. Westmoor and King Sedgemoor, via SRA funding or rationalising old schemes. FC schemes would link with Natural England and Environment Agency. Members concurred with P Maltby, that they would like the IDB to control all strictures for continuity of conveyance. • T Bradford requested that the machinery reserve is included on the balance sheet for future meetings. 	IDS
<p>5 Engineering Report (IDS & PSH)</p> <p>a. Maintenance Report (appended) Lone working devices: the Skyguard device contract will cease from February 2018, to be replaced with Solo ID Protect. The new devices are more discrete and provide a greater range of satellite (GPS) coverage to enhance emergency response when required. In-house maintenance operatives: to be discussed at Item 10 Machinery & Vehicles. Access to land: a contractor recently was refused entry as the field had been ploughed. It was agreed that landowners should be aware that maintenance access is essential and that obstructing routine works may cause contractor costs to increase where it is necessary to return to an area at a later date. It was agreed that a register is to be held of obstructive landowners, and notices to be served for access where necessary.</p>	PSH
<p>b. Improvement Works Programme: report taken as read.</p>	
<p>6 Asset Management: a new condition survey of assets is required and will be undertaken in the forthcoming year.</p>	
<p>7 Development Control Significant applications and sites: Ref 868 – meetings have been held with potential developers. Ref 864: a response has been submitted stating that the assessment of impact on secondary bank was not adequate – secondary banks to contain over topping.</p>	

<p>Bridgwater Tidal Barrier: concern was expressed for the possible long term land use change that may occur with the promotion of secondary banks– IDB officers were instructed to respond with the best interests of the Drainage Board district. Catchment representatives are to be notified of planning/development applications; members were advised that this process is in action, however S Bunn will be requested to review the procedure.</p>	SB
<p>8 Health and Safety Monitoring Report: 3 year health check of policy and procedure to be undertaken. CDM and principal design duties workshop to be arranged to ensure compliance with policy and procedure.</p>	
<p>9 Staff matters: Area Operations Manager interviews to take place on 2nd March 2018. N Lockyer and R Vaux recently attended a Site Supervisor Safety course. M Snook: members considered that a trainee/apprentice could be appointed to shadow and replace M Snook at retirement (M Snook has not yet expressed an interest to retire). It was agreed that a suitable candidate should have an agricultural background to ensure an understanding of water levels and landowners.</p>	
<p>It was agreed that to satisfy the Board insurers, M Snook should receive an occupational health review to ensure that he is suitable to continue in his role. Proposed D Spicer, Seconded Cllr M Caswell ‘Mike Snook to receive an occupational health review to satisfy the Board insurers of his fitness and well-being to undertake his role as an Expenditor and to consider appointment of an apprentice/trainee to work with M Snook, N Lockyer and R Vaux.’ Vote: unanimous RESOLUTION 1 Expenditor Salaries: Expenditor annual appraisals to be completed in the near future, with salary review to be considered at the SDBC salaries meeting on 27 March 2018. The current training programme is to allow salary structure that awards increasing competence in technical and knowledge skills.</p>	RES 1
<p>10 Machinery and vehicles: B Rowe recently undertook a visual inspection of the machinery with M Snook. Members discussed various watercourses that could be undertaken by in-house operatives by way of a PSCA, however the Clerk advised that although the Board has the potential to undertake works, the Environment Agency is not seeking to release works at this time. The report prepared by P Ham was taken as read. It was agreed the tracks should be replaced on the slew.</p>	
<p>Proposed Cllr M Caswell, Seconded D Spicer ‘that should A House be prepared to continue in his current role P Ham be given authority to seek the best commercial price and purchase a new slew at an approx. cost of £80,000.’ Vote: unanimous RESOLUTION 2</p>	RES 2
<p>Proposed C Passmore, Seconded Cllr M Caswell ‘that a valuation is sought on the JCB and the machine sold if greater than £10,000. JCB to be retained if reserve not met.’</p>	
<p>Proposed D Spicer, Seconded P Betty ‘that the JCB is retained for Board use.’ Vote on first proposal: For 3; Against 3 Vote on substantive proposal: For 3; against 3 - Chairs casting vote: For 4, Against 3. Motion carried RESOLUTION 3</p>	RES 3
<p>Tractors and regulatory requirements: PSH provided an information sheet on implementation of changes to vehicle testing regulations coming into force on 20 May 2018. The Clerk advised that the method of moving Board vehicles is legally compliant.</p>	
<p>11 Somerset Rivers Authority Programme Update: the programme may be viewed on the SRA website, or provided by the Clerk upon request. Oath to Burrowbridge dredge is proposed for October 2018. River Sowy will be subject of briefing session prior to the SRA Board meeting of 7 March 2018.</p>	

12 Minutes of the last Works Committee held on 28 February 2017: having previously been circulated the minutes were signed by the Chairman as a true and correct record of the meeting held.

13 Matters arising: Beer Wall discussion regarding Allermoor level to be held in due course. It was agreed that a meeting is to be arranged with Allermoor members to include M Heywood, P Maltby, N Stevens and I Sturdy.

14 Special Correspondence: none at this time.

15 Date of next Board meetings:

Policy, Finance & Governance 19 June 2018

Full Board 03 July 2018

Annual Tour 27 July 2018 – members encouraged to provide suggestions of sites to visit for consideration.

Works Committee 04 September 2018

Concern was expressed for the non-attendance of Cllr N Weeks. It was agreed that the Assistant Clerk would enquire

and report if necessary.

PSH

There being no other business the meeting was closed by the Chair at 16.33.

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Chairman

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Date