

MINUTES OF THE SDBC ANNUAL MEETING HELD AT BRADBURY HOUSE ON 13 MAR 19

Attendance:			
Axe Brue: Mr J Fear Mr J Frost Mr N Lukins Mrs P Thorne Mr M E Wall Mrs W Welland Cllr P Costello Cllr A Gilling Cllr A Hamlin Cllr R Keen Cllr L Scott	Parrett: Mr T Bradford (Chair) Mr W Barnard Mr R Barrington Mr P Betty Mr B Bryer Cllr J Keen Cllr S Kingham	Officers: Mr R Burge Mr I Sturdy Mrs M Hammond Mrs C-A Morgan	Public: Mr B Mitchell (NSLIDB) Mr B Gray (NSLIDB)
Apologies:			
Axe Brue: Mr C Ainge Mr B Clapp Mr A Franks Cllr C Burnett Cllr W Human Cllr R Keen Cllr J Savage	Parrett: Mr M Heywood Mr B Rowe Mr D Vigar Mr J Winslade Cllr A Bradford Cllr D Durdan Cllr I Dyer Cllr A Fraser MBE		
Non-Attendance:			
Axe Brue: Mr R Adlam Mr C Durston Mr D Tratt Cllr L Corke Cllr J Denbee Cllr D Hill Cllr T Killen Cllr R McKenzie	Parrett: Mr R Coombes Ms R Horsington Mr C Passmore Cllr D Alder Cllr A Bown Cllr M Caswell Cllr A Moore Cllr N Weeks		

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1. Attendance & Apologies as per the above.	
2. Items additional to the Agenda	1.2. No additional items requested.	
3. Declarations of Interest	3.1. Cllr A Gilling – Any matters pertaining to Planning or Ashfords Solicitors.	
4. Approval of Minutes	4.1. The Minutes of the SDBC AGM of 21 Nov 17 were accepted as a true and accurate reflection of the Meeting.	

5. Matters Arising	<p>5.1. Item 5: Guest Speaker – Cpt K Badsey was not available to attend the SDBC Annual Meeting of 21 Nov 17, however he did attend the SWADA meeting held 29 Nov 17 providing an informative presentation.</p> <p>5.2. Item 3 Bleadon Sluice: The Clerk advised that an update would be provided at the Full Board Meeting to be held on 25 Apr 19.</p>	
6. Chairman’s Report	<p>6.1. The Chair reported the following issues:</p> <ul style="list-style-type: none"> • Appointment of Mr R Burge and Mrs M Hammond (replacing Mr N Stevens and Mr S Gee) as CEO & Clerk and Responsible Finance Officer respectively. • Following a National Audit Review, the Axe Brue and Parrett Boards had reconstituted to 25 Members each. • Despite the reduced Board Membership, Board Meeting attendance remained unacceptably low. • Board Member succession to be considered. • NSLIDB had requested to join the Consortium and a Task & Finish Group had been established to monitor transition. • A return had been submitted to the Defra Consultation on ‘Improvement of Water Management in the Environment’. • Gratitude was expressed to Mr J Fear for support and assistance provided as Vice-Chair. • The SDBC welcomed the opportunity to work with NSLIDB in the future. 	
7. Chief Executive’s Report	<p><u>NSLIDB</u></p> <p>7.1. The Clerk reported that in Sep 18, NSLIDB Board had approached the SDBC with a ‘Request for Options’ in view of the impending retirement of their Clerk and in Jan 19, had formally requested to join the Consortium.</p>	

	<p>7.2. In accepting the proposed Option, all NSLIDB support functions would be taken-on by Bradbury House as of 01 Apr 19 whilst retaining their current premises at Cider House, Hewish, at additional cost to NSLIDB.</p> <p>7.3. A Draft SDBC Budget had identified that incorporating NSLIDB into the Consortium would realise a cost-savings of circa £11k pa to both the Axe Brue and Parrett Boards.</p> <p>7.4. The Clerk further reported that the Change would be implemented, in accordance with due-process, as an 'Addendum' to the current Consortium Agreement.</p> <p>7.5. Membership of the Consortium Management committee was recommended as:</p> <ul style="list-style-type: none"> • Axe Brue x 7; Parrett x 6; NSLIDB x 3 Members. • Quorum: Axe Brue x 4; Parrett x 3; NSLIDB x 2 • Deputies to be permitted with voting rights <p>7.6. The Clerk commented that the Consortium Management Committee was required to propose to all Constituent Boards the 'Addendum to Agreement' for Signature under Board Seal and would be sitting upon completion of the AGM.</p> <p>7.7. Mrs W Welland proposed, Cllr A Gilling seconded, that "The Axe Brue Board delegate responsibility to their respective Members of the Joint Task & Finish Group to recommend signature under Board Seal of the new Consortium Agreement by their Chairman on 01 Apr 19 (based on all essential requirements being in-place)." All agreed. Motion carried.</p> <p>7.8. Cllr P Costello proposed, Mr J Fear seconded, that "The Axe Brue Board delegate responsibility to their respective Members of the Joint Task & Finish Group to endorse the uplifted Finance Policy, Scheme of Delegation and H&S Policy for</p>	<p>RESOLUTION 1</p> <p>RESOLUTION 2</p>
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	<p>signature by their Chairman on 01 Apr 19” All agreed. Motion carried.</p> <p>7.9. The Parrett Board was not quorate, therefore an Extraordinary Full Board Meeting would be held on 01 Apr 19.</p> <p><u>Election of Members</u></p> <p>7.10. The Clerk advised the AGM of the forthcoming Election of Members for the Axe Brue & Parrett Boards, effective as from 01 Nov 19:</p> <p>7.11. He summarised the eligibility of Electors and commented that further details would be provided at the Full Board Meeting on 25 Apr 19.</p>	
	<p><i>11:55: Having tendered his apologies, Mr T Bradford left the Meeting - Mr J Fear took the Chair.</i></p>	
<p>8. Engineer’s Report</p>	<p>8.1. The Director of Operations (Dir Ops) provided an overview of Engineering Works this Financial Year and the distribution of schemes for the Axe Brue and Parrett Boards.</p> <p>8.2. Parrett Projects had delivered in 2018/19: Telemetry; Pawlett Hams water supply pipeline; Slabgate Weir inlet and Cutwater repairs; Pyde Land culvert; H&S project; NDR Bank works at School Ditch; Church Road Aller culvert; Etsome inlet modifications; H&S improvements to structures and assess management and Favourable Conditions work.</p> <p>8.3. Axe Brue Projects delivered in 2018/19 were: Church Road East Brent; Meareway; Biddisham Drainage Improvements; Course Ditch Godney outfall; Phase 3 H&S Axe, Phase 3 H&S Brue; Long Drove culverts; Crannel Farm culvert; Viewing gates; Favourable Conditions works.</p> <p>8.4. <u>Parrett Operations and Maintenance:</u></p> <ul style="list-style-type: none"> • Length of viewed rhyne maintained: 580 km open channel, 6.7 km culverted watercourse. • Length of IDB desilting conducted: None. 	

	<ul style="list-style-type: none"> • Budget vs spend: 2018/19 Budget £310,900. Actual spend to 6/3/2019 £236,143 for routine maintenance works and daily operations (including associated IDB machine costs). • External services provided: rechargeable routine maintenance on M5 12,790 m of motorway channels. • Water level management: 311 Water level control structures (does not include culverts < 10m long) operated by Expenditors/private landowners. 1 Pumping Station, Podimore. • Other operational challenges or improvements in the preceding year: Alan House & Mark Hill had obtained their Category H License which permitted them to drive a track laying vehicle (DVLA Registered) on the highway. Officers were currently in the process of registering the Parrett slew with the DVLA as a road registered vehicle and, when complete, the Parrett's machine would be permitted to track over the highway (subject to SSoW and correct Traffic Management being in place). • 246 highways culverts & bridges inspected and 32 structures inspected and risk assessed. <p>8.5. <u>Axe Brue Operations and Maintenance:</u></p> <ul style="list-style-type: none"> • Length of viewed rhyne maintained: 602 km open channel, 9 km culverted watercourse • Length of IDB desilting: 12km. • Budget vs spend: 2018/19 Budget £222,916 actual spend to 6/3/2019 £204,408 for routine maintenance works and daily operations (including associated IDB machine costs). • External services provided: Axe Brue machine undertook nine days of flailing works within the Parrett IDB's area, cost for this work reimbursed by the Parrett IDB (2018/19 £3,200). 	
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	<ul style="list-style-type: none"> • Highways England (HE) recharged £7,000 (2018/19) for undertaking routine maintenance on 18,641m of Motorway drainage channels. • Water level management: Total of 332 assets, of which 214 are water level control structures of which 160 structures are operated by IDB staff and 40 structures operated by Board Members/Private Landowners under IDB supervision. A further 118 other assets require maintenance only. • Other operational challenges or improvements in the preceding year: 2018 summer was unusually hot and dry, however Agency and the IDBs monitored the situation and proactively worked together to formally agree what action was required before any possible drought situation was reached. • 600m of bank levelling works undertaken with IDB machine on Park Rhyne, Baltonsborough and Invasive weed control (Pennywort) at Bleadon. • 396 highway culverts & bridges inspected and 150 (of 332) structures inspected and risk assessed. <p>8.6. <u>Development Control</u>: Dir Ops reported 401 Planning applications had been assessed (Axe Brue 259; Parrett 142) and 115 x Consent applications processed (Axe Brue 72; Parrett 43)</p> <p>8.7. <u>North Somerst Levels IDB</u>:</p> <p>Schemes:</p> <ul style="list-style-type: none"> • Yatton Little River new inlet/outlet control structure - £13k. • Hurst Pool Rhyne new water control structure - £24k • CCTV / Telemetry Project - £10k 	
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	<ul style="list-style-type: none"> • Elver Passes - £6k <p>Maintenance:</p> <ul style="list-style-type: none"> • Winter Maintenance minor works - value £60k, including: <ul style="list-style-type: none"> ○ De-silting ○ Culvert repair and replacements ○ Bank Stabilisation works • Annual Works weed-cutting - value £90k <p>Operational challenges:</p> <ul style="list-style-type: none"> • Major pollution incidents • Maintain operational capability around large scale developments. • Summer 2018 Drought conditions <p>External Projects: (In progress or due to commence in 2019):</p> <ul style="list-style-type: none"> • Huckers Bow • National Grid underground cabling Project over the Mendip Hills and Nailsea to Portishead Cabling Project • MetroWest Portishead light railway project • North Somerset council North Somerset Spine Road project • Natural England Coastal Footpath project • North Somerset Council Coastal Cycleway project • Weston Power extensive new cabling running through Boards Area • Gigaclear – New Highspeed Broadband cabling infrastructure project. • Bristol Water Pipeline Project 	
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<p>9. Date of Next Meeting</p>	<p>9.1. The Clerk informed the date of the next Meeting, including new meeting dates in accordance with NSLIDB Integration Plan:</p> <ul style="list-style-type: none"> • Extraordinary T&F Group and Parrett Full Board: 01 Apr 19 • T&F Group #3: 18 Apr 19 • Axe Brue & Parrett Full Boards: 25 Apr 19 <p>9.2 The above list was not exhaustive and additional meetings may be added as necessary.</p> <p>9.3 The Chair thanked all for their attendance and closed the meeting at 15.25.</p>	
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Annex:

A. SDBC – Table of Outstanding Actions

CHAIRMAN.....DATE

**ANNEX A TO
SDBC ANNUAL MEETING MINUTES
DATED 13 MAR 19**

SDBC – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee: