

North Somerset Levels Internal Drainage Board
Minutes of Board Meeting
17 April 2018

Present Mr B Gray (Chairman); Messrs R Adams, W M Britten, T Bush, N Cole, P Kingcott, B Letts, R Mitchell, R Parsons, C Pyke, C Redding, R Triggol and Council Representatives R Cleland, R Garner, J Iles, T Porter, D Yamanaka, and C Webb

Also in attendance : Engineering Services Providers G Oliver (GO), S Bunn (SB), North Area Rhynes Supervisor (DC), South Area Rhynes Supervisor (AB) and Administrative Assistant.

541. Apologies for Absence

The chair advised the Board that A Colbourne, the Clerk to the Board, was absent due to illness, and wished her all the best. Apologies for absence were also received from D Alsop, G Plaister, A Mead, P Burden, D Payne, M Pepperall, D Poole, D Shopland, J Tonkin, M Trump, S Codling and S Stokes.

542. Casual Vacancy on the Board

The chair welcomed and introduced Mr P Kingcott, who had been invited to fill the casual vacancy on the Board. Mr Kingcott farms in Kingston Seymour and had been a valued member of the North Somerset (2005) Board before the amalgamation.

543. Opportunity for Public Participation

No members of the public were present.

544. Declaration of Members Interests

B Gray declared an interest in any discussion regarding development at Engine Lane, Nailsea.

545. Minutes of Last Meeting and Matters Arising

Copies of the minutes of the meeting held on 13th February 2018 (*Appendix 1*) had been distributed to all members and were taken as read. It was proposed by CP, seconded by RC and agreed by the meeting that the minutes be approved as a correct record and they were then duly signed by the Chairman.

Minute 534 : A comment was made on the lack of total unanimity in support of the Special Levy on NSC. During brief discussion the Chairman reminded members that the special levy and rate setting was explained at the meeting and asked members to note the ADA document contained within the papers for this meeting which demonstrated the history of the special levy and how it is calculated.

546. Recommendations of the Finance, Policies and General Purposes Committee

Copies of the minutes of the FP&GPC meeting held on 5th April 2018 (*Appendix 2*) had been distributed to all members and were taken as read. It was proposed by TB, seconded by RM and agreed by members of the FP&GPC present that the minutes be approved as a correct record; they were then duly signed by the Chairman.

The chair presented the papers that were put to the FP&GPC and the resulting recommendations including:

List of Policies (*Appendix 3*)

Risk Matrix and Risk Register (*Appendix 4*) - Engineer, GO reported that regarding item 1, 'Health and Safety', he has met with the independent H&S consultant on 12th April, a further meeting has been scheduled for May to continue the review to make sure we are current and relevant in terms of our statutory requirements under Health and Safety. Item 2 'Retention of Effective Engineering Services', GO stated that there is an action plan by the Clerk for review of the engineering services and that a meeting was to be arranged. Item 8 'Robust Emergency Response' will require the development of a

procedure document drawn up in line with our risk management authority partners North Somerset Council, The EA and Wessex Water.

Complaints Procedure (*Appendix 5*) – Changes highlighted yellow.

ADA Guidance on Drainage Rate Collection (*Appendix 6*) – Changes highlighted yellow.

Equal Opportunities Policy (*Appendix 7*) – Unchanged.

Procurement Policy (*Appendix 8*) – Unchanged.

ADA Vision Statement (*Appendix 9*)

After consideration of all of the above the meeting approved the List of Policies, agreed the recommendations of the FP&GPC that the Complaints Procedure and the Drainage Rate Collection Procedure be approved as updated, and agreed that the other papers be approved / re-approved without change; proposed CW, seconded MB.

During review of the above TB questioned the naming of contractors following the award of tenders. There was some discussion about the stage in the tender process at which contractors could be named. It was decided that once the finance and general purposes committee have agreed on the recommendations, the contractors name need no longer be concealed and can be made known at the Board Meeting. This action was proposed by MB, seconded by DY, all in favour.

547. Rhynes Supervisors' Reports

Copies of the Rhynes Supervisors' reports (*Appendix 10*) had been distributed to all members and were taken as read.

Further to the reports:

South Area (Anthony Brinson)

Summer Penning Due to the ongoing rainfall levels partial penning was actioned from Friday (13th April) at Sampson's Sluice on the Oldbrige River. Some tilting weirs have been left opened in the area including Kewstoke. Also at the top end of Congresbury two tilting weirs are being left down because of the heavy rain.

Winter Maintenance 2017/18 Works that are not affected by summer penning levels will be progressed once ground conditions dry up these include a new access culvert, gateways and fencing. Desilting works has been carried out successfully on all rhynes and one area of minor bank repairs. Later in the autumn, and subject to favourable ground conditions, the rhynes where de-silting was carried out will require power harrowing and re-seeding to fully reinstate the land.

North Area (David Crossman)

Claverham Drove North Somerset Council have now removed all the fly-tipped waste, which included some asbestos.

Kenn Pier Gauge Board has been replaced on the Old Kenn River at Kenn Pier.

Pipe replacement at Wemberham Lane Land owner at Wemberham has asked for a contribution towards pipe replacement at £650. Approval was requested for the Board to pay for the replacement pipe to be fitted by the landowner as the gateway access is required by the Board to carry out essential maintenance. This contribution was proposed by MB, seconded by BM and approved - none against.

548. Engineer's Reports

Copies of the Engineers' reports had been distributed to all members and were taken as read.

Further to the reports:

Development Control (*Appendix 11*)

Locking Parklands SB reported that he has been in discussion with Highways England regarding one of their assets. Having been deemed previously as low flood risk, changes in this area over time mean that this situation may have changed and will need to be reassessed. Where maintenance was not necessary in the past it is now required.

Weston Airfield TP expressed concerns over re-modelling by developer on phase 2 of the Airfield site. SB confirmed that associated risk management authorities have been compelling the developer to look

at the discharge implications with more urgency now that they are moving into phase 2 of the development.

Hinkley The Hinkley connections agreement has been outstanding because our solicitors have been waiting for the other side to sign the agreement. This has been done now and will be returned to us for signing.

RG asked for confirmation of how the planning register is made up. SB confirmed that the North Somerset Council Planning list is sifted for only the applications which could potentially have an impact within the Board's area.

JI pointed out that planning application 18/P/5191/F went to appeal and has been dismissed.

North Area [GO and SB presented in DA's absence] (*Appendix 12*)

Smart Systems Yatton. SB confirmed that in addition to DA's comments in his report regarding the planning application for Phase 5a there is increasingly amounts of missing information from the planning applications, it is becoming hard to work out whether total required attenuation has been provided on the site. This will need to be pursued with the developer because they have failed to obtain required land drainage consent and have also erected some fencing which has made it difficult to access for maintenance to a viewed rhyme in the area. SB will be contacting the developer.

Stowell Concrete Extension The developers have redesigned their drainage proposals, they are re-submitting it to discharge conditions and also submitting to us.

Yatton Hallam Development JI pointed out a typing error on the date, which should read 'This application was approved on the 8th January 2015'

South Area (Giles Oliver) (*Appendix 13*)

Huckers Bow The agency have set a target to get everything in place for this year. Their contractor has a large commitment to work programmes next year so the EA wished to accelerate the Huckers Bow Project for this year. A further update and progress meeting is scheduled for 9th May. A major clearance of the vegetation has been carried out on the structure, which supports the need to carry out the new construction this year. The agency have a robust emergency plan in place should the existing structure cause any concern. There will be stringent wildlife controls in place during the construction period the EA have agreed these with Natural England. There is a good positive commitment to carry out the works, and they have requested that the engineer formally writes to confirm the Board's previously agreed contribution of £14.5k. As reported previously the Board's contribution secured better outcomes for the Board's future safe operation of the new structure; the asset as a sea defence will remain with the EA. Following enquiry by CR, GO confirmed that the size of the pipe requested will be 1200mm. GO confirmed that the Board will maintain and operate the tidal flap via a new surface mounted winch with an isolation penstock on the non-tidal side so that the structure can be shut off for tidal flows in case of emergencies.

West Wick Development. Early last season a test keetch was done the main arteries ensure positive drainage of the area and we regularly monitor this area. Although ongoing discussions with the developer are very positive full responsibility has not been passed over from the developer as yet.

549. Administrative Matters

Defra Special Levies Briefing had been distributed and was taken as read. (*Appendix 14*)

Copies of the correspondence list (*Appendix 15*) were not available at the meeting, it was agreed that these would be distributed to board members the next day.

Updates on regulations and Audits postponed for future meeting as the clerk was not in attendance to present.

550. Treasurer's Report and List of Payments

The List of Payments (*Appendix 15*) had been distributed to all members and was taken as read. MB proposed BM seconded and the meeting agreed the list of payments which was signed by the Chair. The Treasurer's Report not available at the meeting.

551. Any other business

DY enquired if the disposable cups used at the Board meeting could be recycled, in order to reduce environmental impact. The administrator assured the board that every effort was being made to source the most environmentally friendly consumables but meanwhile encouraged Board members to bring their own re-usable cups to eliminate unnecessary waste.

552. Confidential Business

No confidential business was discussed.

Meeting Closed 20:10

Next meeting date was announced as 12th June at Horsecastle Chapple

A handwritten signature in black ink, appearing to be 'B. K.' or similar, located in the middle right of the page.