

MINUTES OF THE AXE BRUE FINANCE AND WORKS SUB-COMMITTEE MEETING HELD VIA ZOOM ON 22 MAR 21

Attendance:			
Elected Members: Mr J Fear Mr D Tratt Mr M E Wall Mr M Watts	Appointed Members: Cllr A Gilling Mr R Keen Cllr A Matthews Cllr L Scott	Officers: Mr R Burge Mrs M Hammond Mrs C-A Morgan Mr P Brewin Mr M S Wall Mr P Struck	Public:
Apologies:			
Mrs P Thorne	Cllr W Human		

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	<p>1.1. Apologies as per the above Attendance List.</p> <p>1.2. The Clerk opened this item commenting that there was a requirement to elect a Chairman for the Meeting and sought confirmation from Members that they were content for him to lead proceedings in this matter.</p> <p>1.3. Nominations were presented as:</p> <ul style="list-style-type: none"> • Cllr Gilling, Proposed by David Tratt <p>1.4. With no other nomination received, Cllr Gilling was elected as the Chairman of the Axe Brue Board Finance & Works Committee for this Meeting.</p>	
2. Items Additional to the Agenda	2.1. No additional items requested.	

<p>3. Declarations of Interest</p>	<p>3.1. Mr Watts specifically commented that he currently supplied a number of Contractors with building materials.</p> <p>3.2. Mr Tratt commented that he has a local connection to Bleadon Sluice.</p> <p>3.3. Cllr A Gilling declared a personal interest in all matters pertaining to Ashford Solicitors, Taunton.</p>	
<p>4. Approval of Minutes</p>	<p>4.1. The Minutes of the Finance & Works Sub-Committee Meeting of 18 Jan 21 were accepted unanimously as a true and accurate reflection of the Meeting.</p>	
<p>5. Matters Arising</p>	<p>5.1. Item 6.2. of the previous Minutes; Mr Keen questioned Cllr Murphy as a Member the of Axe Brue Investment T&F Committee due to his perceived lack of attendance:</p> <ul style="list-style-type: none"> • Cllr W Human • Mr D Tratt • Cllr M Murphy <p>The Clerk reported that he had no concerns as this was the only sub-Committee that Cllr Murphy was a Member of.</p> <p>5.2. Mr Watts commented that the Investment T&F Group was incorrect, and that he had been nominated onto the T&F Group, not Mr Tratt.</p> <p>The Clerk reported that the approved Minutes of Nov 19 indicated Membership as shown above which did not include Mr Watts.</p> <p>5.3. Mr Watts also questioned Cllr Human being a Member as he had a vested interest in the potential Financial Platform being discussed.</p> <p>The Clerk reported that Cllr Human’s knowledge to advise the Board would be required to inform</p>	

	<p>and develop a Policy. The Full Board would make any decision to use a particular investment portal and, due to Mr Humans registered interest, would be excluded from any vote of any recommendation to go to full Board.</p> <p>He further reported that the Task & Finish Group was a joint committee of all three Boards, and that each individual Board would make the ultimate decision on where and how to invest its funds.</p> <p>5.4. Mr Watts questioned outstanding Drainage Rates. The Clerk reported this would be discussed at Item 9 under Any Other Business.</p> <p>5.5. Mr Watts stated he understood that a clapper was previously installed either side of the road at Lewis Drove, however one appeared to be missing.</p> <p>Mr Dowden, Area Consultant, commented that approximately 20 years ago the landowner had undertaken works in the area and he believed only one clapper was installed. Item 6 Engineering Report, would discuss Lewis Drove in greater detail.</p> <p><u>Review of Actions</u></p> <p>5.2. Action AB/20210118/01: (Deputy Clerk to investigate County Court Small Claims with ADA Policy & Finance Committee and report back to the Boards.); The Clerk reported that the ADA Policy & Finance Group had been postponed, therefore this Action was on-going.</p>	<p>Action AB/20210118/01: On-going</p>
<p>6. Engineering & Maintenance Works</p>	<p><u>Annual In-Year Maintenance & Engineering Project update</u></p> <p>6.1. Mr Struck, Engineer, provided an overview of Engineering with the following points of note:</p> <ul style="list-style-type: none"> • West Town Gutter – underway 	

	<ul style="list-style-type: none"> • 12 Ft Rhyne – underway • Lewis Drove – road closure was required for installation of the culvert under the road to enable discharge downstream to improve efficiency. Scope of works estimated to be within budget. <p>6.2. Mr Watts asked why the structure into Dog Leg Ditch was not being used.</p> <p>Mr Dowden replied that operating the structure would flood Godwin Peat works, and that Goodwin Peat works needed to undertake restoration works to Dog Leg Ditch.</p> <p>6.3. Mr MS Wall, Area Manager, provided an overview of maintenance with the following points of note:</p> <ul style="list-style-type: none"> • Summer Pen – in agreement with the Environment Agency, would be in place by 01 Apr 21. • New contract award letters had been issued for the Upper Brue maintenance Areas. • Axe Brue maintenance contracts were scheduled to be complete by end Nov/early Dec 21. • Desilting of Greenway & Cote Rhyne had been undertaken, except for one spur at the request of the landowner. <p>6.4. Mr Fear questioned if there would be IDB representation on the South West Peat Restoration Committee?</p> <p>Dir Ops reported that the Clerk took an Action from the SDBC Management Meeting of 12 Mar</p>	
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	<p>21 to formulate a Task & Finish Group to influence representation of the Lowland Peat Taskforce with two Members from each constituent Board.</p> <p>Mr Fear volunteered to represent the Board.</p> <p>6.5. Mr Tratt asked for an update on Pitland & Middle Rhyne.</p> <p>Mr Struck reported that the contractor would be on site to conduct surveys in the near future.</p>	
<p>7. Strategic Review Update</p>	<p>7.1. The Clerk reported that preparation for implementation of the Strategic Review and mitigations were being put-in place.</p> <p><u>Staff</u></p> <p>7.2. Significant role changes were:</p> <ul style="list-style-type: none"> • Mr R King - Operations Manger • Mr MS Wall – Contracts Manager • Mr M Andrews – Area Supervisor • Mr A Dowden – Operations Consultant for SDBC <p><u>Disposal of Axe Brue Plant & Machinery</u></p> <p>7.3. The Clerk reported that the Massey Ferguson tractor would be surplus to requirements from 01 Apr 21, and that this Committee would be requested to review options for sale or disposal in due course.</p> <p><u>Storage Yard Capability</u></p> <p>7.4. The Clerk reported that the Deputy Clerk was working to ascertain storage yard requirements following implementation of the Strategic Review. This matter would be briefed in due course.</p>	

	<p>Mr Wall asked if the Chair considered it sensible to have one central storage yard.</p> <p>The Clerk reported that a Board Paper was being prepared with options to inform Board discussion.</p> <p>7.5. Mr Watts questioned how many people within the organisation were Self-Employed.</p> <p>The Clerk commented that there were four self-employed Contractors operating across all three Boards. Dir Fin reported that regular checks were undertaken with Contractors to ensure the Boards remains compliant with IR35 Rulings.</p>	
<p>8. Any Other Business</p>	<p><u>Outstanding Drainage Rates</u></p> <p>8.1. The Deputy Clerk provided an overview of Drainage Rate payments:</p> <ul style="list-style-type: none"> • £5,046.85 outstanding, being 2.25% of total Drainage Rate demands. • £2,719.04 currently being enforced by Bailiffs (included in total outstanding Drainage Rates). <p>8.3. Mr Tratt requested a Finance update.</p> <p>Dir Fin reported that there had been little change from the Feb 21 full Board Meeting, however a Year-End update would be provided for the Jun 21 Meeting.</p> <p>8.4. Mr Tratt enquired if the Board could undertake Land Registry searches for land owners either side of Bleadon Sluice, for them to assist in letters to local MP's.</p> <p>Members considered letters from Board Members to MP's appropriate at this time.</p>	

<p>9. Date of Next Meeting</p>	<p>9.1. The date of the next Finance & Works meeting was reported as being 14 Jun 21.</p> <p>9.2. Future key dates in the short-term were highlighted as:</p> <ul style="list-style-type: none"> • Axe Brue Full Board: 16 Apr 21 <p>9.3. There being no other business, Members and Officers were thanked for their attendance, and the meeting was closed at 1120.</p>	
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Annex:

A. Axe Brue F&W Meeting – Table of Outstanding Actions

CHAIRMAN.....DATE

**ANNEX A TO
AXE BRUE F&W COMMITTEE MINUTES
DATED 22 MAR 21**

AXE BRUE F&W MEETING – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:
AB/20210118/01	To investigate County Court Small Claims with ADA Policy & Finance Committee and report back to the Boards.	Deputy Clerk