

MINUTES OF THE SDBC ANNUAL MEETING HELD VIA ZOOM ON 12 MAR 21

Attendance:			
Elected Members: Mr T Bradford (Chair) Mr W Barnard Mr P Betty Mr B Bryer Mr T Bush Mr J Fear Mr P Kingcott Mr C Rowe Mr D Tratt Mr D Vigar Mr M Watts Mrs W Welland	Appointed Members Cllr A Betty Mr P Burden Cllr J Cato Cllr M Crosby Mr R Garner Cllr A Gilling Cllr P Harris Cllr W Human Cllr J Keen Cllr R Keen Cllr S Kingham Cllr M Martin Cllr A Matthews Cllr J Pay Cllr K Pearce Cllr C Riches Cllr L Scott Cllr R Westwood Mrs D Yamanaka	Officers: Mr R Burge Mr I Sturdy Mrs M Hammond Mrs C-A Morgan Mr P Brewin Mr R King Mr A Dowden	Public: Mr J Osman Cllr T Munt Mr P Camamile Dr S Lloyd
Apologies:			
Mr R Barrington Mr B Clapp Mr R Coombes Mr M Heywood Ms R Horsington Mr R Parsons Mr G Plaister Mr C Redding Mrs P Thorne Mr M Wall	Cllr A Bradford Cllr S Bridger Cllr M Caswell Cllr P Costello Cllr C Cronnelly Cllr A Harley Cllr A Hendry Cllr S Hogg Cllr M Murphy Cllr J Tonkin		
Non-Attendance:			
Mr E Adams Mr W M Britten Mr N Cole Mr C Durston Mr A Franks Mr B Gray Mr B Letts Mr N Lukins Mr A Mead Mr C Passmore Mr C Pyke Mr R Stitch Mr R Triggol Mr J Winslade	Cllr P Clayton Cllr N Cottle Cllr D Dash Cllr D Durdan Cllr I Dyer Cllr L Gibson Cllr M Lewis Mr R Mitchell Cllr L Perry Mr C Webb Cllr J Woodman		

Feb 8-3-22.

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1. Attendance & Apologies as per the above.	
2. Items additional to the Agenda	2.1. No additional items requested.	
3. Declarations of Interest	3.1. No declarations given at this time.	
4. Members of the Public	<p>4.1. Cllr Munt requested an update on Bleadon Sluice, reminding Members that the refurbishment of the Sluice had been in question since 2010 and remained an important structure to the local community.</p> <p>4.2. The Clerk advised that there had been no further correspondence or contact from Bristol Water (BW) and the Environment Agency (EA), however both organisations dispute ownership and responsibility and was reported as still being with their legal departments.</p> <p>4.3. Points raised at the Meeting:</p> <ul style="list-style-type: none"> • The structure was not a Board asset. • Concerns on Bleadon Sluice had been raised at Wessex Regional Flood & Coast Committee (WRFCC) for four years. • WRFCC Chair will be asked to raise the matter again with BW and EA. • Could local MPs be requested to provide pressure on BW to resolve the situation? • All Board Members could write individually to provide additional pressure. • Consider assistance of Neil Parrish MP, Chair of EFRA as well as OFWAT. <p>The Clerk took an Action to write to local MPs on the concerns of Bleadon Sluice, circulating the letter to all Board Members as a basis for their own correspondence as required.</p>	<p>New Action: SDBC/20210312-01: Clerk</p>
5. Approval of Minutes	5.1. The Minutes of the SDBC AGM of 13 Mar 20 were accepted as a true and accurate reflection of the Meeting.	
6. Matters Arising	<p>6.1. No matters were raised.</p> <p>6.2. There were no outstanding Actions.</p>	

7. Chairman's Report	<p>7.1. The Chair reported:</p> <ul style="list-style-type: none"> • A challenging year had been experienced due to the COVID Pandemic but IDB work had been delivered relatively unhindered. • Parrett IDB had successfully outsourced its maintenance programme. • DEFRA may extend the ability to remote Meeting capability beyond the current Standing Orders provision of 07 May 21. 	
8. Managing Watercourse Margins in East Anglia	<p>8.1. Sofi Lloyd (ADA) & Phil Camamile (Water Management Alliance - East) gave a presentation of the issues surrounding the conduct of maintenance adjacent to watercourses in East Anglia:</p> <ul style="list-style-type: none"> • Ten-year programme of negotiation and consultation with land owners. • Agreement to allow unhindered 24/7 access by reduction of annual drainage rate • Rating valuation was determined by Chartered Surveyor. • Two years to get all landowners signed up. • System works well for landowners and IDB with agreed compensatory figure. • New culverts & access gates introduced as new works to reduce tracking routes and reduction in mileage for maintenance on high priority watercourses only. • Maintenance works conducted on both sides of a watercourse where possible, for burden sharing. • Unauthorised public access on tracking routes prevented by IDB locks on access gates. <p>8.2. The Chair thanked the guests for their informative presentation and time in joining the Meeting.</p> <p>8.3. The Chair commented that the presentation may inform a decision on the Watercourse Management Policy development to be discussed at Agenda Item 9.</p>	
9. Chief Executive's Report	<p>9.1. Strategic Review of Plant & Machinery and Manpower:</p> <ul style="list-style-type: none"> • The Clerk reported that the aim of the Strategic Review was to drive commonality between all three Boards and was endorsed at full Board Meetings held on 02/03 Nov 21. 	

	<ul style="list-style-type: none"> • Resilience of Staff • Commonality of Process and Procedure. • Best use of Shared Resource (Economy of Scale) <p>9.2. Resilience and Succession Planning</p> <ul style="list-style-type: none"> • Resilience: <ul style="list-style-type: none"> • Strength-in-depth (Structure) • Ability to backfill gapped posts in short to medium term • Succession Planning: <ul style="list-style-type: none"> • Current reliance upon 'External' recruitment. • Growing 'new-blood' from within the Organisation. • Staff morale/competence. • Looking ahead and planning for Staff replacement <p>9.3. The Clerk reported that the Parrett in-house maintenance had now been successfully out-sourced and had delivered earlier in the year with demonstrable cost savings.</p> <p>9.4. Staffing:</p> <ul style="list-style-type: none"> • Expenditors and Rhyne Supervisors to be pooled as a shared SDBC resource through formal TUPE arrangements on 01 Apr 21, with new job title of 'Area Supervisor' • Area Managers will be replaced with an Operations Manager across all Boards. • Contracts Manager will manage maintenance contracts and specific services to the Boards. • Staffing resources will provide efficiencies and cost-savings for all three Boards <p>9.5. Watercourse Management Policy: Formation of a new Policy Document aimed to provide guidance and clarity for Staff, Contractors and Members of the Public.</p> <ul style="list-style-type: none"> • Concern for critical watercourses not being maintained due to crops being planted to the edge of the watercourse and encroaching the maintenance strip contrary to the Board's Byelaws • Land Drainage Consent was required for all watercourses within a Board district in accordance with Land Drainage Act 1991 and Byelaws and included non-viewed watercourses (all ordinary watercourses) 	
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	<ul style="list-style-type: none"> • Historic matters would not require retrospective consent but those works would remain 'unconsented'. The Policy aimed to clarify requirements for all new 'works'. <p>9.6. Mr D Vigar reported that at the SRA Scrutiny Panel were advised that a Defra paper was being developed to determine Riparian responsibility.</p> <p>9.7. Mrs W Welland reported that, to comply with High Herd Status, double fencing was required, thereby contradicting the Policy.</p> <p>9.8. It was agreed for Members to email concerns/comments to the CEO regarding the draft Watercourse Management Policy Document to enable a full discussion at a future SDBC Management Meeting.</p>	<p>New Action: SDBC/20210312-02: All Board Members</p>
<p>10. Engineer's Report</p>	<p>10.1. The Director of Operations provided an overview of the Engineering Project Schemes having been delivered throughout the year.</p> <p>10.2. Annual Watercourse Maintenance:</p> <ul style="list-style-type: none"> • Axe Brue: 380 miles (611 km) • Parrett: 345 miles (556 km) • NSLIDB: 117 miles (188 km) <p>10.3. Asset Management:</p> <ul style="list-style-type: none"> • 90% of Board assets (structures) were in good to fair condition. • Vast majority (223) were in very good condition. <p>10.4. Development Control: Applications processed were reported as:</p> <ul style="list-style-type: none"> • 197 Land Drainage Consents. • 452 Planning applications. • 255 National Grid culverts. <p>10.5. Cllr Munt offered that the information presented (mapping showing distribution and quality of works completed) should be made available on the SDBC website to highlight the good work of the Board.</p> <p>Dir Ops concurred that sharing work of the Board to raise the profile and understanding would be extremely beneficial in communication of the Board's efforts.</p>	

	<p>10.6. Mr W Barnard asked if the Board had a standard response time to rectify poor or defective assets? Dir Ops responded that the Board did not have specific Key Performance Indicators (KPIs) but were managed on an Asset Register where all defects were identified and sentenced for prioritisation and rectification based on criticality.</p> <p>10.7. Mr M Watts asked if the SDBC would provide a representative to the Lowland Peat Taskforce (as detailed in the ADA Gazette). The Chair reported that the IDBs were included in lowland peat discussions.</p> <p>10.8. Mr Watts asked when the Board's machinery would be sold (Axe Brue). The Clerk reported that Plant & Machinery would be discussed at future Finance & Works Committee Meetings and potentially sold once the Boards were content that all Board areas were fully outsourced through awarded Contracts for annual maintenance.</p>	
<p>10. Date of Next Meeting</p>	<p>10.1. The Clerk commented that the date of the next Annual General Meeting would be promulgated in due course but was expected to be in Mar 2022.</p> <p>10.2 The Chair thanked all for their attendance and closed the Meeting at 12.45</p>	

Annex:

A. SDBC AGM – Table of Outstanding Actions.

CHAIRMAN..... *A.C. Profors* DATE *08-03-22*

**ANNEX A TO
SDBC ANNUAL MEETING MINUTES
DATED 12 MAR 21**

SDBC AGM – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:
SDBC/20210312-01	To write to local MPs on the concerns of Bleadon Sluice, circulating the letter to all Board Members as a basis for their own correspondence as required.	Clerk
SDBC/20210312-02	To email concerns/comments to the CEO regarding the draft Watercourse Management Policy Document to enable a full discussion at a future SDBC Management Meeting.	All Board members

