

LINDSEY MARSH DRAINAGE BOARD

Minutes of a meeting of the Board held at Wellington House, Manby, on Wednesday, 30th January 2019.

*	G.A. Crust (Chairman)	*	Cllrs	T. Aldridge
*	S.W. Eyre (Vice-Chairman)	*		D. Andrews
*	W. Cooper			S. Dennis
*	T.H. Heys	*		A.J. Howard
*	J.M. Mowbray	*		T.J. Knowles
*	R.H. Needham	*		D. McNally
*	P.W. Pridgeon	*		R.J. Palmer
*	D.R. Tagg	*		W. Parkinson
*	R.A.D. Unsworth	*		J. Swanson
	O. Shooter	*		Mrs P.F. Watson
		*		Mrs W. Bowkett

* *Present*

*	Messrs	A. McGill (Chief Executive)
*		N. Kemble (Engineer)
*	Mrs	J.D. Watson (Operations Director)
*	Mr	A. Dale (Operations Manager)
*	Mrs	N. Hind (Finance Manager)
*		<i>In attendance</i>

1. APOLOGIES

No apologies for absence were received.

2. DECLARATIONS OF INTEREST

Mr G.A. Crust - agenda items 4 (Minute 17) and 19:1.
Mr J.M. Mowbray - agenda item 13.
Cllr J. Swanson - agenda item 19.

3. NOTIFICATION OF ITEMS OF ANY OTHER BUSINESS

None.

4. BOARD MINUTES (Pages 1392 to 1404)

RESOLVED

That the minutes of the meeting of the Board held on 28th November 2018 be confirmed as a correct record.

5. MATTERS ARISING

5:1 Minute 17, Page 1399

The Chief Executive reported that whilst officers were originally to report back to this meeting. The applicants were looking at legal matters regarding the application and officers would report back once resolved.

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5:2 Minute 20:1, Page 1401

The Engineer reported that he had looked into concerns raised at the last meeting in relation to LMDB/LDC/2018/126 and confirmed that consent had been granted under delegated authority as the application complied with the Boards policy for easement relaxation near culverted watercourses.

Concerns were also raised regarding consent LMDB/LDC/2018/127 and the Engineer reported that this was renewal of a previous consent which had expired for work near a culverted watercourse. Mr D.R. Tagg felt this should have been treated as a new application. He raised concerns about any infringement on the Board's nine metre byelaw distance and cautioned that the Board should be wary of any incursion on it.

Mr G.A. Crust queried if the Board's Policy was for developments within six metres of a culvert and nine metres of an open watercourse. The Chief Executive confirmed the policy stated nine metres of all Board maintained watercourses. Mr G.A. Crust stated that Officers should consider this when looking at future applications.

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6. PLANT AND COMPENSATION COMMITTEE MINUTES

RESOLVED

That the minutes of the Plant and Compensation Committee meeting held on 9th January 2019 be confirmed as a correct record.

7. STAFFING AND RESOURCES COMMITTEE MINUTES

RESOLVED

That the minutes of the Staffing and Resources Committee meeting held on 9th January 2019 be confirmed as a correct record.

8. STAFFING

8:1 Engineering Team

The Engineer presented a report on the staffing needs of the Engineering department.

The Board had previously approved three positions. Two of these had been filled, the Technician had started work that week and the Modeller, who was also a Chartered Engineer, would be starting the following week. The third post, Mechanical and Electrical Engineer, had not been filled but cover had been arranged to assist the Board if required.

Both of the candidates appointed were highly skilled and would bring additional skills to the team.

The Engineer further reported that having reviewed the backlog of work within the Engineering department he felt that the addition of two further positions would be beneficial and would not only allow the team to deal with current backlogs, but also allow for succession planning within the department and reduce reliance on external bodies. This would also reduce costs.

The first position was Junior Modeller, a candidate had been identified during the Modeller interviews who would be capable of filling this role, but also had an environmental

background which would be beneficial to the Board. The second position was an Apprentice Technician, a potential candidate had also been identified during interviews. The combined cost of the two positions would be significantly less than the amount currently spent on consultants each year and would reduce the need to use external consultants to occasional specialist matters such as structural and geotechnical matters.

The cost of the two new posts was budgeted at £26,189 with additional associated costs of £5,873.

In response to Cllr R.J. Palmer the Engineer confirmed that this would be cheaper than using external sources who would add overheads plus other expenses and the end result may not be what was required, which would then result in additional costs for additional work. Undertaking work inhouse gave much greater flexibility and cost less.

The Chief Executive pointed out that the cost of the positions would be included in the project costs of the work completed for other Consortium Boards and Doncaster East IDB. The other Consortium Boards also had backlogs in engineering work which these posts would help to reduce. The Finance Manager confirmed that the Board would effectively pay around 55% of their time with the remaining 45% recharged to other Boards

Mr R. Needham expressed his support for the additional posts. Cllr T. Aldridge stated that backup had been a concern to him and he was pleased that the addition of these positions would provide this for the Board. He also suggested that the staff structure be included in the next set of papers for members information. Cllr D. McNally stated that he was pleased the Board was looking to appoint apprentices. Mr R.A.D. Unsworth queried if the new positions would be fixed contracts, the Engineer stated that they would be permanent. The Board currently had a backlog of £1.6 million and other Consortium Boards also had large backlog. He felt there was enough work to support the roles for the next three years, at which point some of the existing staff may be considering retirement. The Chief Executive stated that should the volume of work decrease in the future staffing levels may need to be reviewed but with the large backlogs there was a lot of work for staff.

RESOLVED

That the Board approve the two additional positions with a budget of £26,189 plus associated costs of £5,873.

8:2 Finance Department

The Finance Manager reported that changes in legislation and the new accounting system had resulted in an increased workload for the accounts department. The department currently had two full time rating officers, one full time Rating Officer/Accounts Assistant and one part time Accounts Assistant. A full review of the department's duties would be undertaken. She proposed that the Board approve a budget for a full time Junior Accounts Assistant which was expected to be £19,743 with additional costs of £4,989. Cllr T. Aldridge supported the addition of this position to allow greater redundancy within the organisation.

RESOLVED

That the Board approve a budget of £19,743 plus additional costs of £4,989 to employ a Junior Accounts Assistant subject to completion of a departmental review.

8:3 Meeting at Kenwick Park

The Chief Executive reported on a meeting which was held at Kenwick Park on the 15th January 2019 with staff and Board members. He asked members for their views on the meeting and if anything additional could be done at any future meetings. Members had found the meeting very beneficial and were in favour of having more such meetings, possibly annually. The Chief Executive asked that any issue raised at the meeting be passed back to Officers so that they could be addressed. Cllr W. Bowkett queried if the Direct Labour Organisation (DLO) was now provided with work plans in advance as some had raised this as an issue at the meeting. The Operations Director confirmed that the work plan until the end of March/start of April had been issued to staff. Mr T.H. Heys suggested that prior to plant replacement, meetings be held with the DLO to obtain their opinions. The Operations Director stated that the Operations Manager and Foreman did discuss replacements with the DLO and in particular the operatives who would use the new equipment, they then balanced the opinions of the DLO against the business need. She thought making these meetings more formal may be beneficial.

Mr P.W. Pridgeon queried if there were any plans to introduce an additional member of the DLO to assist with the workload. The Operations Director stated that she and the Operations Manager were looking into staffing on the DLO and impacts on workload, she felt that increasing staff levels would increase delivery of both summer and winter works. As a result provision had been made for this in the estimates.

Mr R.A.D. Unsworth queried if Officers were looking into retirement planning for the DLO. The Operations Director stated that whilst Officers could not ask when staff were going to retire, they were anticipating that there would be some retirements in the next 4-7 years. She was looking at apprenticeship options with a view to having a senior and junior apprentice to allow for succession planning.

Members highlighted that communication issues had been raised with them at the meeting. The Chief Executive stated that the monthly Consortium brief would also be rolled out to the DLO on a quarterly basis to keep them informed and that meeting or seeing members of senior management regularly would be the best way to allow them to raise any issues. He also highlighted that during the meeting nothing had been raised by the office staff whose work had increased significantly recently and who were under increasing pressure.

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9. DRAINAGE RATES AND SPECIAL LEVIES

A total of £3,554,491.37 (95.7%) had been collected in respect of drainage rates and special levies for 2018/19. Reminders regarding payment of third instalments had been posted on the 16th January 2019.

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10. FINANCE

The Finance Manager gave members an overview of how the accounts would be put together in the future with the following explanation:

Accounts would be prepared monthly and would include an income and expenditure account and balance sheet. Transactions were divided into two types; Capital and Revenue.

Capital Transactions gave a long-term benefit of more than one year and included fixed assets such as land, buildings and vehicles which occurred infrequently and the benefit of the expenditure lasted for several years.

Revenue transactions consisted of recurring expenses which occurred regularly and were usually short lived, for example electricity.

The Income and Expenditure account recorded cumulative Revenue transactions for the current period and would record a surplus where the income was greater than expenditure and a deficit where expenditure was greater than income. This was similar to a profit and loss account.

A Balance sheet recorded Capital Transactions. It did not give a cumulative value of transactions but did give a snapshot of the value of the organisation at any given point. This would also include the value of fixed assets and current assets (amounts due to the Board from customers and value of funds in bank accounts) and current liabilities which were to be paid within a short period of time and long term liabilities which were owed over longer periods (loans etc). The difference between assets and liabilities was the value of capital in reserves. These reserves were split into different funds, some of which were ringfenced for specific uses.

A Cashflow estimate forecast would be prepared each year to plan for the Board's needs over the following 12 months and to calculate and set the rates and special levies for the year. The estimates would budget for known expenses, such as staff costs, and those which were not exactly known, such as repairs. The estimate would include the majority of transactions from the income and expenditure account but also must include some capital expenses from the balance sheet, such as loan repayments. Therefore, there would always be a difference between the expected outturn figure on the income and expenditure account and that which was recorded on the annual estimates as the income and expenditure account did not include the expenditure or receipt of capital expenses.

To enable a clear and transparent understanding of the current financial position of the Board, each monthly report would show the income and expenditure account to show the surplus or profit position followed by an adjustment schedule to adjust for the non-monetary transactions such as depreciation and also transactions of a capital nature. This would allow the Board to judge the expected outturn position from a cashflow point of view.

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10:1 Income and Expenditure Account for the Period 1st April to 31st December 2018

The Finance Manager presented the attached Income and Expenditure report. The income was expected to be more favourable than expected.

In response to Cllr Mrs P.F. Watson, the Finance Manager stated that the budgeted income to date for Contract Fees was £3,750, however, the Board had actually received £52,580 which was £48,830 favourable to the estimate.

The expenditure currently showed £187,965 favourable to budget, however, the Finance Manager cautioned that this may not be accurate due to brought forward amounts for unfinished projects. Accurate figures would be available at the end of March.

Mr P.W. Pridgeon queried the reduction in the expected outturn for the Environment Agency (EA) precept, he stated that historically the figure of £450,451 had been agreed due to the

EA not being able to determine how they calculated the figure. The Finance Manager confirmed that when the estimates were prepared for the current year an increase had been included but the amount paid to the EA had remained the same. She had reduced the amount to £450,451 for the 2019/20 estimates.

The net operating surplus or deficit for the Board included costs for Engineering projects from previous years.

Mr W. Cooper queried the inclusion of £199,597 of depreciation in the Plant and Motor Running Costs expenditure as it would not be an actual expense. The Finance Manager clarified that this would not affect the amount which came out of the bank but was included in the expense to the Board.

RESOLVED

That the accounts for the period 1st April to 31st December 2018 be noted.

10:2 Forecast for the Year Ending 31st March 2018

The Finance Manager reported that she was currently expecting a surplus of £50,686 against the estimated £15,692 deficit. This was predominantly due to £48,830 of additional PSCA works and £12,500 of income from culverting.

Mr W. Cooper queried the inclusion of expenditure brought forward from reserves 2017/18 and asked if items which were expected to be completed this year but had yet to be completed would also be included. The Finance Manager confirmed that this would be included once the new finance system was in place.

RESOLVED

That the forecast for the year end be noted.

10:3 Plant Reserve

At the last Plant and Compensation Committee meeting the reintroduction of a Plant Reserve had been discussed and the Committee had recommended that the Board transfer the value of depreciation into the fund each year, which was around £250,000. The Finance Manager asked that the Board approve the transfer of funds from revenue reserves to the plant reserve, with the amount to be reviewed annually.

RESOLVED

That the Board approve the transfer of funds, matched by depreciation, from Revenue Reserves to Plant Reserves in 2018/19 and 2019/20; this would be reviewed annually.

10:4 Cash Reserves and Investments

The Finance Manager presented details of the Board's current investments which totalled £3,314,270 and external borrowing, owed to the Public Works Loan Board, which totalled £64,119.30.

RESOLVED

That the current borrowings and investments be noted.

10:5 Payments over £500

The Finance Manager presented the attached schedule of payments over £500.

Mr P.W. Pridgeon queried the cost of green waste removal, compensation costs and surveying work for the Environment Agency (EA). The Finance Manager confirmed that the compensation would have been paid in respect of drain maintenance or reforming works. Officers further confirmed that the £20,000 for survey work was a contribution towards a joint survey of the catchments with the EA.

CLlr Mrs P.F. Watson queried the redaction of personal information. Officers confirmed that this would have been compensation for land loss or crop damaged caused by works but which was paid to an individual rather than a company and so had been redacted.

RESOLVED

That the attached schedule of payments over £500 be approved.

11. ESTIMATES OF INCOME AND EXPENDITURE FOR THE PERIOD 1ST APRIL 2019 TO 31ST MARCH 2020

The Finance Manager presented the attached Estimates report for the 1st April 2019 to 31st March 2020 which showed a total budgeted expenditure of £5,924,640. The budgeted income including absorption costs was £2,081,089 which left £3,843,551 to be funded from Drainage Rates and Special Levies.

An increase of 2% in drainage rates and special levies would give an income of £3,817,550 which left a deficit of £26,001 to be funded from reserves.

The Chief Executive pointed out that whilst the cost of office staff was £1.25 million they generated an income from recharges of just over £700,000 leaving a cost of £500,000 to the Board. In addition, Engineering staff were set to increase the amount recharged through enhanced delivery of projects.

The Chief Executive felt that the accounts were in a stronger position going forward and the level of detail would help Officers and the Board monitor expenditures.

Mr D.R. Tagg expressed the Board's thanks to the Finance Manager for producing a clear and complete set of accounts.

RESOLVED

- (a) That the Estimates of Income and Expenditure for 1st April 2019 to 31st March 2020 be approved in the total sum of £3,843,551.
- (b) That the amounts to be raised by means of drainage rates in respect of agricultural land and buildings, special levies on the local charging authorities and estimates of the amount from balances, for the year commencing 1st April 2019 be as follows:
 - (i) by drainage rates levied in respect of agricultural land and buildings - £942,916,
 - (ii) by special levy on East Lindsey District Council - £2,865,490,
 - (iii) by special levy on North East Lincolnshire Council - £9,144,

- (iv) by deduction from balances - £26,001.
- (c) That the special levy for the financial year commencing 1st April 2019 on East Lindsey District Council be made and sealed in the sum of £2,865,490.
- (d) That the special levy for the financial year commencing 1st April 2018 on North East Lincolnshire Council be made and sealed in the sum of £9,144.
- (e) That the statutory record of levies be made up.
- (f) That the drainage rate for the financial year commencing 1st April 2019 be made and sealed in the total sum of 15.26 pence in the pound.

Cllr D. Andrews left the Meeting.

12. OPERATIONS REPORT

The Operations Director reported that all Pumping Stations were working well.

12:1 Winter Maintenance Works

Low Drain at Grainthorpe had been desilted. This work had been undertaken from the roadside with traffic management in place.

Piling had been completed on 400 metres of Cow Bank Drain which was the final work to complete the scheme.

Desilting work and access improvements were being undertaken on a 1,798 metre section of Ings Road Drain at Sutton on Sea.

Desilting work on 3,300 metres of North Drain and Winthorpe Drain using the silt pusher alongside one of the Boards excavators was underway.

Bushing works had been completed in the Orby area and would continue until the end of February.

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12:2 Summer Maintenance Work

Summer maintenance work had been completed at the end of November.

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12:3 Construction Works

Ducting had been installed at Wyche and Burgh Sluice Pumping Stations which would enable the installation of new sensors to be completed.

Work was due to commence to replace 100 metres of culvert on Jolly Common Drain at Huttoft, an additional 40 metres of new culvert would be installed to reduce future maintenance requirements.

Reforming work would also be undertaken on Steeping River Soke Dyke South.

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12:5 Rechargeable Works

Ducting work had been undertaken at Beckingham Pumping Station on behalf of Trent Valley Internal Drainage Board and the cost of this would be recharged to them.

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12:6 Plant and Equipment

There were a few minor issues with the Boards plant but all items were operational. The Volvo EC140 DL had issues with hydraulic pipe failures which Volvo were fixing under warranty, repairs were expected in February 2019. The Caterpillar 329EL had some movement in the main boom, engineers had installed shims to reduce movement.

The new welfare cabin had been delivered and had been used during work at Cow Bank.

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12:7 Rainfall

The Operations Director presented the attached rainfall figures and pump run hours for members information.

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In response to Mr W. Cooper the Operations Director confirmed that the increased cost of electricity had not affected the running cycle of pumps as electricity was still cheaper at night.

Mr T.H. Heys queried the progress of the order for the new Volvo excavator. The Operations Director confirmed that the machine was due for delivery on the 13th February 2019. The Operations Manager and operative would inspect the machine on the 11th February 2019 to ensure it met the required specification.

Mr P.W. Pridgeon queried if additional attachments for the Backhoe had been looked into. The Operations Director confirmed that officers were looking into options from the DLO and would report back to a future meeting.

Mr R.A.D. Unsworth queried when reforming work would be undertaken on Grove Road. The Operations Manager confirmed that this would be undertaken in late February.

13. COMPENSATION

A schedule of compensation payments totalling £2,925.68 was circulated for information; these had been paid in accordance with the Board's policy.

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14. ASSET RENEWAL AND REFURBISHMENT PROJECTS

14:1 Saltfleet Pumping Station Catchment Review

The Engineer presented an update on the progress of the catchment review at Saltfleet. Following further discussions with the Environment Agency (EA) he had reiterated the following:

- (a) That the Board should incur no costs beyond those planned in connection with the refurbishment of the existing Saltfleet Pumping Station,
- (b) that there should be a practical solution relating to the management of water level differences between the Board's watercourses and the EA main rivers, and
- (c) that the Board should be responsible for the design and procurement of the capital works.

He felt that the Board's involvement in the procurement process would assist with reducing the cost of the scheme. The EA were happy with these conditions.

The EA had estimated the cost of the combined scheme at £2.9 million. He had estimated the cost at about £3 million.

Long term liabilities would need to be considered before the scheme progressed. The EA had suggested that the Board swap the refurbishment of Saltfleet and Trusthorpe Pumping Stations in its programme to allow additional time to review the work needed at Saltfleet. Saltfleet was due to be completed in 2019/20, with Trusthorpe due to be completed in 2020/21, the Engineer did not feel there was any detriment to the Board by swapping the stations in its programme. He asked for the Board to approve this change and allow him to continue to review options for a joint scheme at Saltfleet.

Cllr R. Palmer expressed concern about delaying work at Saltfleet due to flooding on the road at Saltfleet Haven during high tide. Officers stated that this was from the Environment Agency's watercourse rather than the Board's system. The Engineer stated that the levels in these watercourses were rising and this was causing issues for the EA as their watercourses were gravity only. Their need for a pumping solution had instigated these discussions regarding a joint approach for the system.

Mr R.A.D. Unsworth had been heavily involved in previous flood events and stated that the haven outlet was only six inches deep in places. Historically the watercourse had been redirected from Rimac to the Haven so that the flows from the Great Eau, Small Eau, Grayfleet and South Drain along with the Board's pumped Mardyke outfall at the same point. He felt that the watercourses running parallel to the coast caused soft sand to build up in the outlet and that one larger pumping station with sea doors was the best solution.

The Engineer agreed that a pumped solution was required by the EA to move water. Previous attempts to dredge the outfall had failed with the benefit lasting only two weeks.

The Chief Executive suggested that the Officers and Board Members be involved in any public consultation into the work. He further suggested that Mr R.A.D. Unsworth be involved on the Project Board, along with the Engineer, so that his local knowledge could be considered.

Mr T.H. Heys expressed his support for a joint approach and raised concerns regarding the discharge of water through a 150 year old pipe which was not built to take the volume now required.

In response to Mr D.R. Tagg, the Engineer stated that the EA had agreed to allow the Board to lead the scheme and that he had emphasised that the cost to the Board must be reasonable. He stated that he was aware some EA schemes cost very large amounts of money which he felt would be prevented by the Board's involvement.

RESOLVED

- (a) That the Board amend its programme so that Trusthorpe Pumping Station refurbishment take place in 2019/20 and Saltfleet Pumping Station in 2020/21.
- (b) That the Board peruse a joint scheme for the Saltfleet Catchment with the Environment Agency.
- (c) That Officers and members be involved in any public consultation and Mr R.A.D. Unsworth be included on the project Board.

14:2 Theddlethorpe Pumping Station Replacement (C18306)

In order to progress this scheme further, Officers awaited the outcome of the Outline Business Case (OBC) that had been submitted to the Environment Agency on the 18th October 2018. The preferred option for the scheme was for the installation of one new fish friendly pump and refurbishment of the two other pumps at the station.

RECEIVED

14:3 Boygriff Pumping Station Refurbishment

The Engineer reported that installation of the pumps was expected in April /May 2019 the cost to date was £336,031 of the approved £803,000 budget.

Investigations into the gravity outfall being brought back into operational use continued and officers were in the process of procuring three new flap valves which were to be installed on the pump discharge bays.

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14:4 Ludney Pumping Station - Automatic Weedscreen Cleaner (C17504)

This scheme was complete, the Engineer reported that the final out-turn costs were £120,001.17 against an approved budget of £120,000.

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14:5 Demolition of Telecommunications Mast r/o Tedder Hall, Manby (C16095)

Work to demolish the redundant mast had been completed. Officers were pleased with the quality of work undertaken by the contractors. Final figures were awaited and would be reported at a future meeting.

Members queried if the concrete pad had been removed. Officers confirmed it had not been removed but had been covered and seeded.

RECEIVED

14:6 Sunningdale Drive, Skegness - Potential Partnership Scheme

Investigations were underway into the causes of flooding in the Sunningdale Drive area. Quotes for Cleansing and CCTV were being sought for the Board's Winthorpe Drain North to ensure it was functioning correctly and provided the necessary protection to the area.

RECEIVED

14:7 Jolly Common Drain Culvert Renewal

Work to refurbish around 100 metres of culvert, which had been identified as being in very poor condition, was to be undertaken. It was intended to increase the size of the pipe used from the current 400mm to 450mm diameter with the new section of culverting being completed with 600mm diameter pipe.

As previously reported under agenda item 12, the Direct Labour Organisation was to complete the work which was expected to cost £51,600; £11,600 more than the original budget. The Engineer asked the Board to approve a total spend of additional £51,600 for the scheme with an additional £10,000 contingency for any unforeseen costs which would be controlled by the Chief Executive and Engineer.

Mr J.M. Mowbray queried if the addition of a new carpark near the School would have any impact on runoff. The Engineer stated that whilst not part of the project, Officers were providing a connection for the attenuated flows from the carpark. Whilst this would marginally increase flow the Board's improvement works would better accommodate the work being undertaken.

RESOLVED

That a budget of £51,600 be approved for the scheme with an additional £10,000 contingency fund which would be controlled by the Chief Executive and Engineer.

14:8 Reforming Works

The attached table detailing the status of the 2018/19 reforming works was presented for information.

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15. ENVIRONMENT AGENCY AND PARTNERSHIP MATTERS

The Operations Director reported that meeting would be scheduled with the Environment Agency within two weeks to discuss requirements for upcoming work.

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16. ENVIRONMENTAL REPORT

The Engineer presented a brief update on developers contributions for Habitat, Restoration and Biodiversity Offsetting which was under consideration by the ADA Policy and Finance Committee.

RECEIVED

17. FEE CHARGING

The Engineer reported that the Board received a number of applications for information held in particular relating to Flooding and Flood Risk Assessments. He proposed that the Board charge for this information. He further reported that ADA were considering a similar matter and sought approval to develop a schedule of charges in conjunction with ADA.

RESOLVED

That the Engineer consult with ADA to develop a schedule of charges.

18. BYELAW APPLICATIONS AND CONTRAVENTIONS

18:1 Swine Drain Culvert, Grainthorpe, Byelaw Contravention

The Engineer reported on a byelaw contravention which had been brought to the Boards attention. The occupier was in the process of installing a pre-fabricated garage on a concrete base the edge of which was approximately one metre from the outside edge of the culvert.

The Board's Planning and Byelaw officer had made contact with the occupier who was reluctant to remove the structure. The Engineer sought the Board's support to take appropriate enforcement action against the Occupier.

RESOLVED

That the Board commence enforcement action against the Occupier.

18:2 Gravel Pits Drain, Burgh le Marsh

The Board had received an application to site a caravan lodge 4.2 metres from the Board maintained Gravel Pits Drain. The Operations Manager stated that this bank of the watercourse had trees and bushes which limited access and maintenance was undertaken from the opposite side of the watercourse, he felt that provided the foundations were constructed so that no loading was made onto the bank of the watercourse there was no operational issue with granting consent.

Mr D.R. Tagg expressed concern over the loss of the byelaw distance on both banks and that other items could be added in the proximity of the caravan. Historically, the Board have had issues with development near watercourses.

Mr W. Cooper queried if the Board could seek a guarantee that access will be maintained to the opposite bank.

RESOLVED

That Officers gather additional information and report back to the March Board meeting.

19. DELEGATED MATTERS - PLANNING, BYELAWS AND SUPERVISORY ROLE

19:1 Byelaw Applications

Officers reported that the following byelaw applications had been dealt with under delegated authority since the last Board meeting:

LMDB/LDC/2018/020 The construction of up to 6 linear metres of dropped kerb vehicular access over the Board maintained Bilsby Village Sewer culvert at Grange Barns, Grange Bungalow at National Grid Reference TF 47076 - 76185 in the parish of Bilsby.

LMDB/LDC/2018/142 The installation of 3 no. outfalls into the right bank of the Board maintained North Outmarsh Drain at OS Field No 6274 at National Grid Reference TF 54426 - 76568 in the parish of Anderby.

LMDB/LDC/2018/145 The installation of 3 no. outfalls into the left bank of the Board maintained North Outmarsh Drain at OS Field No 4735 at National Grid Reference TF 54426 - 76568 in the parish of Anderby.

LMDB/LDC/2018/146 The installation of 4 no. outfalls into the right bank of the Board maintained North Outmarsh Drain at OS Field No 7900 at National Grid Reference TF 53886 - 76041 in the parish of Anderby.

LMDB/LDC/2018/151 The installation of 6 no. outfalls into the left bank of the Board maintained Orby South Drain at OS Field No 0024 at National Grid Reference TF 52412 - 367332 in the parish of Orby.

LMDB/LDC/2018/152 The installation of 1 no. outfalls into the right bank of the Board maintained Orby South Drain at OS Field No 4800 at National Grid Reference TF 52354 - 67315 in the parish of Orby.

LMDB/LDC/2018/159 The installation of 3 no. outfalls into the left bank of the Board maintained Mill Hill Drain at OS Field No 7163 at National Grid Reference TF 51812 - 65572 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/168 The construction of a dwelling within 9 metres but no closer than 3.5 metres of the Board maintained Poor House Drain Branch No. 2 culvert at land east of 12A Church Lane at National Grid Reference TF 52189 - 81002 in the parish of Sutton on Sea.

LMDB/LDC/2018/169 The installation of 8 no. 80mm diameter land drainage outfalls into the right bank of the Board maintained Middle Drain and the right bank of the Board maintained Mablethorpe Lower Cut at OS Field No 4908 at land off Mablethorpe Road between National Grid References TF 47810 - 88025 and TF 47338 - 88023 in the parish of Theddlethorpe.

LMDB/LDC/2018/171 The installation of a new 225mm HPPE water main to cross under the Board maintained Mardyke Drain at National Grid Reference TF 45538 - 93225 in the parish of Saltfleet.

LMDB/LDC/2018/172 The installation of 2no. 11kv electricity cable service pipe crossings over the Board maintained Winthorpe Drain Branch No. 2 at land adjacent to Brisbane Close at National Grid Reference TF 55227 - 63813 in the parish of Skegness.

LMDB/LDC/2018/178 The installation of 8 no. outfalls into the right bank of the Board maintained Common Drain at OS Field No 0005 at National Grid Reference TF 50659 - 63991 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/179 The installation of 3 no. outfalls into the left bank of the Board maintained Common Drain at OS Field No 0005 at National Grid Reference TF 50659 - 63991 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/180 The installation of 3 no. outfalls into the right bank of the Board maintained Catchwater Drain at OS Field No 4500 at National Grid Reference TF 50509 - 63994 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/181 The installation of 3 no. outfalls into the left bank of the Board maintained Jockhedge Drain at OS Field No 2100 at National Grid Reference TF 50033 - 63960 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/182 The installation of 3 no. outfalls into the right bank of the Board maintained Jockhedge Drain at OS Field No 0002 at National Grid Reference TF 50033 - 63960 in the parish of Burgh Le Marsh.

Mr P.W. Pridgeon queried consent LMDB/LDC/2018/168 which was for development within nine metres but not closer than 3.5 metres of a Board maintained culvert. The Chief Executive stated that officers should check to ensure the foundations were sufficient so that they would not impact on the drain. The Engineer stated he would look into this consent further and report back to the Board.

RECEIVED

19:2 Section 23 Applications

Officers reported that the following Section 23 applications had been dealt with under delegated authority since the last Board Meeting:

LMDB/LDC/2018/141 The installation of 2 no. outfalls into a riparian drain at OS Field No 4400 National Grid Reference TF 54669 - 76857 in the parish of Huttoft.

LMDB/LDC/2018/143 The installation of 2 no. outfalls into a riparian drain at OS Field No 2933 National Grid Reference TF 54314 - 76439 in the parish of Anderby.

LMDB/LDC/2018/144 The installation of 3 no. outfalls into a riparian drain at OS Field No 0017 National Grid Reference TF 53991 - 76128 in the parish of Anderby.

LMDB/LDC/2018/147 The installation of 3 no. outfalls into a riparian drain at OS Field No 6385 National Grid Reference TF 53751 - 75903 in the parish of Anderby.

LMDB/LDC/2018/148 The installation of 3 no. outfalls into a riparian drain at OS Field No 7076 National Grid Reference TF 53692 - 75710 in the parish of Anderby.

LMDB/LDC/2018/149 The installation of 7 no. outfalls into a riparian drain at OS Field No 0062 National Grid Reference TF 53692 - 75710 in the parish of Anderby.

LMDB/LDC/2018/150 The installation of 3 no. outfalls into a riparian drain at OS Field No 4030 National Grid Reference TF 53474 - 75153 in the parish of Anderby.

LMDB/LDC/2018/153 The installation of 6 no. outfalls into a riparian drain at OS Field No 2800 National Grid Reference TF 52405 - 66915 in the parish of Orby.

LMDB/LDC/2018/155 The installation of 1 no. outfall into a riparian drain at OS Field No 0025 National Grid Reference TF 51861 - 66086 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/157 The installation of 2 no. outfalls into a riparian drain at OS Field No 0013 National Grid Reference TF 51919 - 66054 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/158 The installation of 2 no. outfalls into a riparian drain at OS Field No 0001 National Grid Reference TF 51894 - 65951 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/160 The installation of 3 no. outfalls into a riparian drain at OS Field No 6756 at National Grid Reference TF 51832 - 65393 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/161 The installation of 3 no. outfalls into a riparian drain at OS Field No 7036 at National Grid Reference TF 51832 - 65393 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/162 The installation of 3 no. outfalls into a riparian drain at OS Field No 0018 at National Grid Reference TF 51864 - 62133 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/163 The installation of 2 no. outfalls into a riparian drain at OS Field No 0007 at National Grid Reference TF 51864 - 62133 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/164 The installation of 14 no. outfalls into a riparian drain at OS Field No 8675 at National Grid Reference TF 51816 - 64685 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/165 The installation of 9 no. outfalls into a riparian drain at OS Field No 5938 at National Grid Reference TF 51500 - 64440 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/166 The installation of 13 no. outfalls into a riparian drain at OS Field No 6163 & 5751 at National Grid Reference TF 51543 - 64633 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/167 The installation of a 4.5 linear metre access culvert into a riparian drain off Main Road at National Grid Reference TF 33912 - 94259 in the parish of Covenham St Mary.

LMDB/LDC/2018/174 The installation of 10 no. outfalls into a riparian drain at OS Field No 0645 & 3136 at National Grid Reference TF 51260 - 64325 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/175 The installation of 3 no. outfalls into a riparian drain at OS Field No 2625 at National Grid Reference TF 51141 - 64226 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/176 The installation of 6 no. outfalls into a riparian drain at OS Field No 1300 at National Grid Reference TF 50892 - 64074 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/177 The installation of 3 no. outfalls into a riparian drain at OS Field No 1315 at National Grid Reference TF 51136 - 64226 in the parish of Burgh Le Marsh.

LMDB/LDC/2018/183 The installation of 4 no. outfalls into a riparian drain at OS Field No 0034 at National Grid Reference TF 49722 - 63937 in the parish of Croft.

LMDB/LDC/2018/184 The installation of a 12 linear meter access culvert into a riparian watercourse at Sapphire, Sandy Lane at National Grid Reference TF 43706 - 64521 in the parish of Great Steeping.

LMDB/LDC/2018/186 The installation of a 84 linear metre culvert into a riparian watercourse at Bank House Farm between National Grid Reference TF 51684 - 60807 and TF 51706 - 60733 in the parish of Croft.

LMDB/LDC/2018/18 The installation of 7 no. outfalls into a riparian drain at OS Field No 0062 National Grid Reference TF 53533 - 75433 in the parish of Anderby.

The following Section 23 applications had dealt with on behalf of the Lead Local Flood Authority since the last Board Meeting:

LMDB/LDC/2018/140 The installation of up to 34 no. wooden weirs as part of a water vole project into a riparian watercourse at Gunby Hall Estate between National Grid References TF 47558 - 65162 and TF 46500 - 66388 and TF 46685 - 66360 and TF 46623 - 65819 in the parish of Candlesby with Gunby.

LMDB/LDC/2018/188 The installation of 2no. 21 linear metre access culverts into a riparian watercourse at land off Louth Road at National Grid Reference TA 28325 - 034453 and TA 28459 - 03432 in the parish of Holton le Clay.

RECEIVED

19:3 Planning Applications

Officers had consulted on 45 planning applications since the last Board meeting and appropriate comments relating to surface water drainage had been made.

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19:4 Byelaw Application - Catchwater Drain

At the November meeting a report was presented regarding an application for development near Catchwater Drain. Officers had been advised that there was a temporary hold on progress, they would maintain contact with the applicant and report back to a future meeting.

RECEIVED

19:5 Hornsea Project One and Project Two

The payment of £4,650 had been received. A meeting was still to be confirmed to discuss the flume crossing affected during the construction phase of Project Two.

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19:6 Triton Knoll Offshore Wind Farm Limited

The Board's Planning and Byelaw officer had completed all consent works in relation to Triton Knoll.

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19:7 Viking Link

The Planning Inspectorate had allowed the appeal by National Grid Viking Link and planning permission had been granted subject to conditions for the interconnector located in East Lindsey District Council. Members were advised of a potential issue which would need to be investigated. Witham Fourth District Internal Drainage Board had reported that during recent

discussions with Viking Link they advised they did not want any raising of land levels over their cables. This requirement would impact on the Board's operations and the deposit of spoil during maintenance work. If this is their requirement the Board would need to seek recompense in the form of a commuted sum for the additional expense of carting away the excavated material wherever buried cables are located in the proximity of the Board maintained watercourses.

The Board's Planning and Byelaw Officer and officers from Witham Fourth and Black Sluice Internal Drainage Boards were scheduling a meeting with Viking Link representatives to understand the impact on the Boards and any potential consenting works required as part of the project. Legal representation arranged by Witham Fourth and Black Sluice Internal Drainage Board would be present at this meeting.

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20. HEALTH AND SAFETY

The Operations Director reported that there had been no incidents reported since the last meeting. They statistics for the year to date were presented for information which showed a total of 15 incidents, damage or near misses.

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21. MEMBERS ATTENDANCE AND DECLARATIONS OF INTEREST

The Chief Executive reported that one members attendance had exceeded the minimum requirements, a letter would be sent the them regarding this.

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22. ANY OTHER BUSINESS

None.

CHAIRMAN