

**MINUTES OF THE MEETING OF THE WAVENEY, LOWER YARE AND
LOTHINGLAND INTERNAL DRAINAGE BOARD HELD ON 8TH FEBRUARY 2007
AT 2PM AT HADDISCOE VILLAGE HALL**

Present: Mr B G Collen (Chairman)
Mr P Cargill (Vice Chairman)
Mr I W Vincent
Mr S Smith
Mr C Mutten
Mr H J R Budgen
Mr D E Burroughs
Mr J F Brown
Mr R G Basey-Fisher
Mr M G Caston
Mr P W D Watson
Mr D P Scarle
Mr J J Bond
Mr C Gould (South Norfolk District Council)
Mr A Palmer (South Norfolk District Council)
Ms A A Smith (South Norfolk District Council)
Mr J Goldsmith (Waveney District Council)

In Attendance: Mr B J S Blower (Clerk)
Mr D W G Thomas
Mr D Jermy

Apologies: Mr N Dodd
Mr R Beevor
Mr J Fiennes
Mr S Ames (Gt Yarmouth Borough Council)
Mr A Blyth (Gt Yarmouth Borough Council)
Mr D Blake (South Norfolk District Council)
Mr A Brownsea (South Norfolk District Council)
Mr P Waltham (South Norfolk District Council)

2.1 Minutes

The Minutes of the meeting of the Board held on 7th September 2006 having been circulated were approved as a true record. Mr Collen was authorised to sign these.

2.2 Matters arising

2.2.2 Minute 1.3. It was noted that Mr David Ablett had been appointed as internal auditor for the Board and he is assisting with setting up procedures to ensure compliance with the accounts and audit regulations. His fee for dealing with the audit alone was going to be in the region of £1,500.00 and it therefore seems likely that there will be a significant saving over the costs previously incurred in dealing with the audit through the Audit Commission.

2.2.2 Minute 1.5. It was noted that the Differential Rating Order had been approved by DEFRA as applied for by the Clerk.

2.3 Maintenance

Written reports on maintenance from Mr David Thomas for the Waveney Valley level and the Burgh Castle level had been circulated with the Agenda and since then a report had been received from Mr Wright for the old Lower Yare Third area and a summary of works proposed by Mr Daniels on the Long Dam level had been received. In the absence of any further information it was noted that the representatives for the individual areas had approved the budgeted expenditure as shown on the estimates circulated by the Clerk and no further detail of proposed works was

required by the Board. It was emphasised that if any particular problems arose in relation to maintenance issues these should be referred to the Board so that Board members were aware of these.

The only issue of concern related to the BESL works on the south bank of the Yare adjacent to the Reedham Ferry. Mr Cargill reported that there had been some overtopping following completion of the works that had been carried out there. The situation was being monitored. It was noted and agreed that any representations on the conduct of the BESL bank strengthening works should be co-ordinated through the Clerk's office. Mr Watson mentioned his concern that there were a number of places where the bank had apparently been strengthened by BESL but where there are still leaks. Any such incidences must be reported to the Clerk's office so that formal representations can be made to BESL.

2.4 Capital Works

The Clerk reported on the need to provide forecasts of capital expenditure to the Environment Agency. In order for any such works to have a chance of receiving grant approval prior notification had to be given. The only current proposal for capital works is the possible replacement of the Barnby and/or North Cove pumping station and the possible amalgamation of those two levels and the replacement of the two pumping stations with one. Approval was given to carry out initial investigation work into this in order to establish the feasibility of the proposal.

2.5 Internal Auditor's Report

The Clerk drew Board members' attention to the internal auditor's report and briefing paper to Board members that had been circulated with the Agenda and in particular highlighted the statement of assurance that is required under the Accounts & Audit Regulations and the proposed replies to this statement and these were approved.

2.6 Estimates for the year to 31st March 2008

The Board considered the estimated expenditure for each level that had been circulated prior to the meeting and it was resolved to make the following rates:-

Waveney Valley – 5p in the £
Geldeston 1 – 14p in the £
Geldeston 2 – 20p in the £
Geldeston Village – nil
Barsham 1 – 22p in the £
Barsham 2 - £1.00
Remainder – 6p in the £
Gillingham – 16p in the £
Worlingham – nil
North Cove – 45p in the £
Long Dam – 35p in the £
Short Dam – 55p in the £
Barnby – 50p in the £
Blundeston – 60p in the £
General – 7p in the £
Caldecott – 55p in the £
Belton – 6p in the £
Burgh St Peter – 50p in the £
Wheatacre – 26p in the £
Haddiscoe – 26p in the £
St Olaves – nil
Askews – 55p in the £
Island – 35p in the £
Pettingill's – 38p in the £
Fringe – 35p in the £
Powells – 15p in the £

Raveningham – 47p in the £
Norton Low – 30p in the £
Norton – 42p in the £
Lower Gravitation – nil
Upper Gravitation – nil
Limpenhoe – 45p in the £
Langley Pumped – 40p in the £
Claxton Gravitation – 28p in the £
Burgh Castle – 5p in the £
Lothingland – 15p in the £

In considering the estimates it was noted that a reserve should be built up on the Askews level in order to carry out the required refurbishment of the culvert the estimated cost of which was £17,362.00. In the coming year only the essential maintenance work required for health and safety purposes estimated at £915.00 would be carried out.

It was also noted that the significant increase in expenditure on the Burgh Castle level reflected the need to implement a more rigorous maintenance programme. The estimated dyke expenditure of £25,000.00 was noted and in particular the effect this had on special levy.

2.7 Special Levy

Having approved the Clerk's estimates of expenditure it was resolved to make the following special levies:-

Breckland District Council - £512.59
Mid Suffolk District Council - £10,045.52
Waveney District Council - £16,682.57
South Norfolk District Council - £77,219.21
Broadland District Council - £607.79
Great Yarmouth Borough Council - £61,442.45

2.8 Bank Balances

It was noted that there is £42,011.39 in the Board's current account and £886,851.38 on designated deposit accounts. Part of these deposits reflected sums paid by developers and following completion of the accounts for the year ended 31st March 2007 the Board would be retaining designated deposits specifically for those levels where developers' contributions were held and any accumulated Revenue balances would be held in one account for all levels.

2.9 Arrears

The Clerk reported that the following rates remain unpaid:-

Blundeston Level:
Assessment No.3 – C Burton - £91.80
Assessment No.16 – Mr K Smith - £82.20
Assessment No.25 – Mr P Girling - £24.00
Assessment No.28 – Mr & Mrs Bond - £33.60
Assessment No.39 – Mr K Smith - £5.40

Lothingland Level:
Assessment No.15 – Mr E Fisk - £54.87
Assessment No.41 – Mr E Fisk - £53.01

Geldeston Level:
Assessment No.7 – Mr & Mrs P Harrison - £94.86

Haddiscoe Level:

Assessment No.4 – Mr M Barry - £33.60
Assessment No.34 – Orchard Mushrooms - £259.56
Assessment No.40 – Mr S Revell - £170.24
Assessment No.45 – Mr P Rushmer - £51.24
Assessment No.57 – Mrs J Harrison Blackwell - £17.44
Assessment No. 66 – Mr McCallum - £152.80

Burgh St Peter Level:

Assessment No.22 – D B, S D & D J Capser - £907.97
Assessment No.23 – Mrs I Sheldrake - £784.52
Assessment No.24 – D B, S D & D J Capser - £491.30

Belton Level:

Assessment No.2 - £19.08

Caldecott Level:

Assessment No.4 – Mrs L Roberts - £2,189.85

Langley Pumped Level:

Assessment No.81/15 – Hoddy Bros. - £217.60
Assessment No.84/7 – Hoddy Bros. - £64.40
Assessment No.87/8 – Mr & Mrs Carpenter - £49.02
Assessment No. 87/10 – Mr Pipe - £66.65

Norton Level:

Assessment No.5 – Mr Green - £83.70
Assessment No.8 – Mr B Clutten - £207.45
Assessment No.16 – Mr R Green - £157.95

Raveningham Level:

Assessment No.2 – R Basey-Fisher - £0.50
Assessment No.7 – Mr B Clutten - £100.00
Assessment No.11 – Mr R Green - £461.50

Fringe Level:

Assessment No.6 – Mr R Green - £173.53

Norton Low Level:

Assessment No.8 – Mr R Green - £382.72

Waveney Valley Level:

Assessment No.17 – Mrs K Kay - £5.82
Assessment No.72 – Mr S Revell - £128.52
Assessment No.74 – Mr S Revell - £6.60
Assessment No.90 – Mr A Gilham - £9.48
Assessment No. 237 – Mr G West - £121.74
Assessment No.430 – Mr D Jay - £8.70

On the Haddiscoe level it was agreed to write off assessment no.4 for Mr Barry £29.99 as Mr Barry had moved to Spain.

On the Waveney Valley level it was resolved to write off all assessments for the year ending 31st March 2006 which produced in rates a sum of less than £5.00 and the total write off was £441.67. It was resolved to look at the very small assessments behind Haddiscoe Church which always gave difficulty in collection and there was a question over whether this land should be rated at all and Mr Carrie would be asked to look at this for the Board.

As a matter of policy it was agreed that for all levels any assessment which produced rates of less than £5.00 in any year would be written off and not collected with effect from 1st April 2007.

2.10 Salary Review

It was agreed to increase all surveyors and pump attendants who are paid by reference to a fixed fee and the Clerk's salary by 4.4%.

It was agreed that the Clerk should provide for the next meeting a list of the surveyors and pump attendants with details of their remuneration.

It was noted that if any individual surveyor considered that the amount he is paid was inappropriate then this should be referred to the Board for consideration.

2.11 Cheques signed

The Clerk had circulated with the Agenda a list of expenditure incurred on all levels for the period up to the end of December 2006. The Chairman invited all Board members to raise any queries they may have on the expenditure incurred but there were no questions.

2.12 Hardley Mill

The application from the Friends of Hardley Windmill to build a visitor centre and create moorings with electric charge points at Hardley Mill was discussed. It was agreed that a sub-committee be convened immediately following this meeting to consider the matter in more detail and that sub-committee should comprise Mr Collen, Mr Basey-Fisher, Mr Caston, Mr Scarle, Mr Bond and each of the South Norfolk District Councillors present and that they should have authority to respond to the application and other matters in respect of the windmill as they saw fit.

2.13 Any other business

2.13.1 The Clerk reported on the problem there had been with Mr Brooks' assessment no.20/31/009 and the fact that he had been assessed for land which he did not own and it was noted that a refund had been made to Mr Brooks to put this right in the sum of £697.95.

2.13.2 Some members indicated that it would be helpful to have a map available showing where each individual sub-district of the Board lies so that it could be identified more easily which sub-districts related to which local authority area.

2.13.3 It was noted that immediate action was required to finalise water level management plans for those area where there is a Site of Special Scientific Interest. The transfer of responsibility for overseeing these from DEFRA to the Environment Agency means that all outstanding matters needed to be addressed. It was agreed that Mr David Thomas would be asked to deal with this for the Board as he had prepared most of the existing plans.

2.13.4 Consideration was given as to how frequently it would be necessary for the Board to meet and some members felt that an annual meeting was sufficient and others thought it appropriate to meet more frequently in particular so that the Board could be kept updated as to progress of maintenance works. It was agreed that consideration should be given to circulating Board members with a report on progress with maintenance but in the meantime it was agreed that the next meeting should be held on the 7th February 2008.

Next Meeting - Thursday 7th February 2008