

Minutes of a meeting of the Woodwalton Drainage Commissioners held on Thursday 26th May 2016 at the Admiral Wells, Station Road, Holme at 11.00am.

Present J R Papworth (Chairman), J S Papworth (from 11.50), S Papworth, J Rule, M Broughton, M F Newman, R Wright (Clerk), Mrs M A Wright.

Apologies for Absence Lorna Parker

The Clerk mentioned that Natural England had replace A Bowley with Philippa Crooke and investigations would be made to ascertain whether they wished to appoint a representative.

136/16 a) Appointment of Chairman

Resolved – That J R Papworth be appointed Chairman after being duly proposed and seconded. Mr Papworth then completed his Declaration of Acceptance of Office.

b) Appointment of Vice Chairman

Resolved- That S D Papworth e appointed Vice Chairman after being duly proposed and seconded. Mr Papworth then completed his Declaration of Acceptance of Office.

c) Appointment of Internal Auditor

Resolved that Ivan Cooper an Ex Finance Officer with Fenland District Council is duly appointed as the internal Auditor for the Commissioners for the financial year 2016/2017.

d) The Clerk reported that Huntingdonshire District Council had re-appointed Mr M F Newman as their representative.

137/16 Confirmation of Minutes

Resolved that the minutes of the Meeting held on 14th May 2015 were correctly recorded and that they be signed as being a true records.

138/16 Matters Arising

a) Old Pump House – Further to minute 101/13(a) – The Chairman reported upon the future of the Old pump house building. No progress with its disposal had been made and it was inspected on a regular basis. It remained a building of interest as several people were keen to have a look around. S Papworth reported that Badgers were still present on site along with Owls. The Clerk reported that Badgers were becoming a major issue with Drainage Authorities and restrictions upon works near and around Badger sets hindered several authorities. The Environmental Officer, C Carson would be contacted to ascertain the up to date position.

139/16 Great Fen Project

A report from the Great Fen had been received but related to projects in the Holmewood & District drainage area. The Chairman reported that no major works had been undertaken over the past year.

140/16 Maintenance of Channels

- a) The Chairman reported that 48 hours of flail mowing and 45 hours of slubbing drains was undertaken in 2015/2016 at a cost of £1,746 and £1,620 respectively. The Commissioners used D & J Papworth & Co as drainage contractors and agreed that the flail mowing charge should be increased from £36 to £37 per hour. If a new machine was to be purchased the fee would be re-viewed.
- b) The Commissioners considered works for 2016/2017. Resolved – that the section near to point 17 that was not completed in 2015/2016 be undertaken and the material carted away. No further slubbing works were envisaged but the whole of the district was to be flailed.

141/16 Pumping Station

- a) Breakdown – The Chairman reported upon the operation of the pump following its breakdown. He felt that it was more efficient. The hours pumped for the year rose from 20472 to 20,846. J Rule felt that combined with the work on the flap valve the retention of water was improved.
- b) D & J Papworth & Co laid road planings costing £272.62 and digger work around pump costing £324.00
- c) Vulcan Inspection Services – inspected centrifugal pump and motor, control panel and Gearbox – No Defects were reported.
- d) The Clerk reported that a new Electricity agreement with SSE had been agreed up to 31st July 2019.
- e) The Chairman proposed that the roof needed to be sorted as it was in a poor state. Resolved – that S Papworth contacts Roof Tec and J Rule Cambridgeshire Flat Roofing for quotes to replace/repair.

142/16 General Matters

- a) Planning - The Clerk reported that the Consulting Engineer had dealt with no planning applications.
- b) Risk Management
The Clerk reported upon the risk management assessment and a review of the systems of internal control and that a review of the Board's insurance cover has been made: - In accordance with Defra/ADA the Commissioners reviewed Standing Orders, Financial Regulations, Systems of Internal Control and all other existing policies and procedures. The Clerk presented a Water & Flood Awareness course to members.

Resolved – that no alterations were required to Standing orders, Financial Regulations and Systems of Internal Control.

c) DEFRA

Amalgamations – The Clerk reported that no further developments have been made.

d) ADA – The Clerk reported upon the recent Flood event held at the Peterborough Show Ground.

e) Banking – The Clerk reported that the bank balance at Barclays Plc as at 31st March 2016 stood at £40,340.11.

f) Water Abstraction – The Clerk reported upon the Variation of Licence P J & P Davies to include reaches within the drainage district. (The Chairman declared an interest and took no part in the discussion)

143/16 Payments – The Commissioners considered and approved payments for 2015/2016, Vouchers 1 – 21 £16,415.26 inclusive of vat

144/16 Annual Accounts 2015/2016

a) The Commissioners approved the Annual Governance Statement as detailed in the Annual Return for the year ended 31st March 2016

b) The Commissioners approved the Accounting Statement for the year ending 31st March 2016 as contained in the Annual return.

c) The audit of the 2015/2016 accounts will be advertised on or before the 5th June and the accounts are available for inspection from 6 June to 15 July 2016.

d) The Clerk reported External Auditor reported upon Assets should be recorded at their original cost (or a proxy such as insurance value). Also a reconciliation between the section 48 notices was not initially provided. 2014/2015 accounts

e) The Internal Auditor's report on the 2015/2016 accounts was circulated and adopted.

145/16 Estimates of Income and Expenditure

The Commissioners considered and approved the estimates of Income & Expenditure for 2016/2017

The payment of the Clerk's fee for 2015/2016 was £2,650 and was increased to £2,800 for 2016/2017.

The payment for looking after the pumping station for 2015/2016 was £850 and was increased to £900 for 2016/2017

The Commissioners made a surplus of £7,882.99 mainly as a result of the insurance claim being accepted in total which equated to a rate of 12.8p.

146/16 Rates and Levy Requirement

Under Section 37 of the Land Drainage Act 1991, the appropriate proportions in which the net expenditure of the Commissioners must be borne for 2016/2017: -

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| a) Proportion to be borne by Agricultural Sector | 96.22% |
| b) Proportion to be borne by Special Levy issued | |
| To Huntingdonshire District Council | 3.78% |

In 2016/17 a rate of 1p together with corresponding special levy would raise £612.98. The estimated net expenditure of £14,785 in 2016/17 is equivalent to a rate of 24.12p. S Papworth proposed a rate of 20p to allow for part of the surplus made to off-set current expenditure. It was duly seconded and resolved that the Commissioners levy: -

- a) A rate of 20 p in the £ on agricultural land and buildings to raise £11,796.20
- b) A special levy on Huntingdonshire District Council of £463.40

Date of next meeting May 2017

The meeting closed at 12.10.