



RIVER LUGG INTERNAL DRAINAGE BOARD

MINUTES OF THE BOARD MEETING HELD ON 19 JULY 2018 AT 10.30AM AT THE 7Y BUSINESS CENTRE, LEOMINSTER

PRESENT:

Board Members:

Mr Charles Pudge – Chairman
Mr John Smith – Vice Chairman
Lord Cawley
Ms Zita Chilman
Mrs Noorissa Davies
Mr Nick Helme
Major James Hereford
Mr James Makin
Mr Kenneth Mitcheson
Cllr John Hardwick
Cllr Felicity Norman
Cllr Bruce Baker
Cllr Sebastian Bowen

HOOPLE LTD OFFICERS IN ATTENDANCE

Ms Audrey Clements – Responsible Finance Officer (RFO)
Ms Adrienne Davies – Clerk to the Board (CB)
Mr Les Harrison – Area Engineer (AE)
Mrs Liz Chandler – Deputy Clerk to the Board (LC)

APOLOGIES FOR NON-ATTENDANCE

Apologies were noted from Board Members; Mr Stephen Dale, Cllr Roger Phillips, Mr Malcolm Davies, Mr Richard Corbett and Mr Duncan Trumper of Hoople Ltd.

18/012 DECLARATION OF INTERESTS

There were no declarations of interest.

18/013 CHAIRMAN'S ANNOUNCEMENTS

As a consequence of carrying out recent maintenance work on Wellington Brook, the Chairman advised Members that it is alleged that the Board had contravened the Wildlife and Countryside Act and the matter had been reported to the police by Herefordshire Wildlife Trust. Details of the exact nature of the offence are awaited.

18/014 CONFIRM THE MINUTES OF THE MEETING HELD 19TH APRIL 2018

The Area Engineer (AE) advised that the paragraph relating to herbicidal spraying required amendment. It was also noted that the date of the next meeting was incorrect. Subject to the amendments being made, the Board Members approved the minutes.

18/015 MATTERS ARISING FROM THE MINUTES

Reconstitution of Board

The Clerk to the Board, Adrienne Davies provided an update to the Board on the reconstitution. An Order was published on 6th July and will be advertised until August in the London Gazette. If no objections are received the Order will be confirmed.

The Clerk advised the current Board goes out of office on 31 October 2018. If the Board gets reconstituted before the election, then the elections will take place next year. If the Order does not get approved it would be necessary to start the election process and then reconstitute the Board and then hold another election next year.

The Clerk advised as the reconstitution would change elected Board members from 15 to 10 members. It would be necessary to transfer 5 of the 15 current Board members to hold a Herefordshire Council seat rather than a rate payer seat.

Nominations received to be put forward to take a Herefordshire Council seat were as follows; Lord Cawley, Malcolm Davies, Noorisa Davies, Kenneth Mitcheson, Geoff Sparey and Charles Pudge.

Following an agreed process, Malcolm Davies, Lord Cawley, Charles Pudge, Geoff Sparey and Noorisa Davies would be nominated to be put forward to a Herefordshire Council seat to take up their empty seats on the Board.

The Clerk to the Board will confirm the names to Herefordshire Council.

Action: AD

Byelaws

The Clerk to the Board advised that as Defra would be making changes to the current byelaws it was agreed to put on hold revising the current Byelaws until Defra have made these changes.

18/016 REPORT OF THE AREA ENGINEER/ENGINEER TO THE BOARD INCLUDING RAIN FALL DATA

The AE presented some photographs alongside a verbal update of the maintenance work. It was reported that despite a late start with the spraying due to the rain, 84% of maintenance spraying had been completed. Other work carried out included the following;

- R.Lodon – Completing final outstanding 0.48 km section of single-bank vegetation management, upstream of Panks Bridge.
- R.Lodon – Removing flood-washed trees between Bridge End and Panks Bridge
- Wellington Brook – Willow pollarding and removing fallen trees and other blockages within Tarmac Quarry site.
- L.Lugg (Kymin Section) – Currently removing fallen trees and cutting back overhanging vegetation to allow access for machine operation.
- Luston Brook – Unsafe sleeper bridge, used exclusively by the Board, replaced by new 1.2 m culvert.

- Various locations – 6 No. dilapidated access gates replaced.

The AE reported that the work carried out on Wellington Brook involved the removal of a number of major blockages, the cutting back of dense bank-side vegetation and pollarding a number of willows to enable the operation of maintenance plant. Prior to carrying out such work it is normal practice to undertake thorough inspections to ensure that there is no evidence of ground or tree nesting birds or bat roosts. This is normally done using a hydraulic platform and if such evidence is found, then no work is carried out. The following month, the Board's contractor returned to the site to carry out routine annual flail mowing on the remainder of the watercourse. At this stage, the Board was reported to the police for an apparent contravention of the Wildlife and Countryside Act, although no effort was made to notify the Board beforehand. There has been no contact from the police during the intervening period of one week since the event.

Watercourse Adoption at Auberrow

The AE advised that since one of the landowners had decided not to proceed, his neighbour, Dick Makin, is considering carrying out channel improvement works on his own land, in order to divert flood flows from vulnerable dwellings at Wellington Marsh. In this event the Board might consider making a financial contribution.

Policy Statement on flood Protection and Water Level Management

The AE advised that since the last meeting took place, ADA had made some formatting changes to the Policy Statement and as a consequence it has now been amended in accordance with the revised guidelines. The AE sought approval of the Board.

The Board unanimously agreed to the revised Policy Statement on Flood Protection and Water Level Management.

National Flood Management Project

The AE advised that he was invited, along with the Chairman and the Clerk to the Board, to attend the inaugural meeting of the Herefordshire Steering Group for the project on 04 July 2018. The scope of the project has now been extended in Herefordshire to include watercourses at Brimfield, Lower Bullingham, Ewyas Harold, Bromyard and Mordiford.

Land Drainage Consent

No land drainage consent applications were received.

Rainfall Figures

The rainfall figures were appended for information. The Area Engineer thanked Richard Corbett and the Environment Agency.

Planning Matters

The following planning matters were noted.

- PR2018-002- P181754/O
24 May 2018
Land at Kingcup Cottage, A49 from Dinmore Manor Land to Auberrow Lane

The AE advised that another application had also been received proposing the erection of poly tunnels at Ocle Pychard, which could have an impact on a Board controlled watercourse. The Clerk to the Board agreed to circulate the application to the Board as soon as possible.

Action: Clerk to the Board

18/017 FINANCE REPORTS

Finance Covering Report

The Responsible Finance Officer (RFO) reported there were no financial concerns. The RFO discussed the outstanding debt and it was agreed to discuss further after the meeting with the debt recovery team to look into the accounts with the larger debts.

Action: AC

Internal Audit and Annual Return

The RFO confirmed the interim audit was carried out by SWAP. The RFO confirmed that the external audit will be carried out by PKF Littlejohn LLP and completed by the end of September 18.

Schedule of Bills

The Board unanimously agreed to the Chairman signing the schedule of bills.

18/018 INTERNAL AUDIT PLAN AND STANDING ORDERS

The Clerk to the Board outlined the recommendations following the internal audit and the actions being taken.

The Clerk to the Board presented for approval the revised standing orders which the Board unanimously approved.

18/019 RISK MANAGEMENT

The Board reviewed the risk register and the Clerk to the Board advised there had been no substantial changes since the last meeting.

It was agreed in light of the recent allegations to include a risk regarding potential breaches and prosecution.

18/020 HEALTH AND SAFETY

The Clerk to the Board reported there were no Health and Safety concerns to report.

The Clerk advised the Board in line with the annual review the Health and Safety policy and Statement of Intent required their approval.

It was noted that Nick Helme is the delegated Health and Safety Officer and not Health and Safety Director. Subject to the subsequent changes, the Board Members approved the Health and Safety policy and Statement of Intent.

The Clerk will update the Health and Safety policy and Statement of Intent and send to Nick Helme for final approval.

Action: AD/ NH

18/021 ELECTIONS AND CONDENSED ELECTORAL REGISTER

The Clerk outlined the elections timetable process to the Board Members. In order to commence the Election process, the Board were asked to approve the electoral register and this was unanimously agreed by the Board.

18/022 ANY OTHER BUSINESS

The minutes from the ADA Board meeting from July were included for information.

DATE OF NEXT MEETING

19th October 2018 at 10.30am - 7Y Business Centre, Leominster, HR6 0NX