

# **BLACK SLUICE**

## **INTERNAL DRAINAGE BOARD**



## **Board Meeting**

**Tuesday, 23<sup>rd</sup> November 2021 at 2:00pm**

**Hubberts Bridge Community Centre, Langrick  
Road, Boston PE20 3SG**



# Black Sluice Internal Drainage Board

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Our Ref: IW/DPW/B10\_1

Your Ref:

Date: 16<sup>th</sup> November 2021

## To the Chairman and Members of the Board

Notice is hereby given that a Meeting of the Board will be held at **Hubberts Bridge Community Centre** on Tuesday 23<sup>rd</sup> November 2021 at 2pm at which your attendance is requested.

The meeting will have the facility to attend physically or remotely. If you would like to attend remotely, please contact Jessica Baxter at the office, who will provide you with the meeting link. If you choose to attend the office, I request that you please complete a lateral flow test on the morning of the meeting, for the safety of everybody attending.

A buffet lunch will be available from one hour prior to the Board meeting to encourage and facilitate Members, Staff and Officers discussion. Long serving members of the Board have also been invited to join for lunch to recognise their time on the Board.

Enclosed is a Declaration of Members interests form which it would be appreciated if you could return at the meeting.

Chief Executive

## AGENDA

1. Recording the meeting.
2. To appoint the Chairman of the Board.
3. To appoint the Vice Chairman of the Board.
4. Apologies for absence.
5. Declarations of Interest (new forms to be completed).
6. To receive an update on the Black Sluice Outfall & Lock Operational Overview and Black Sluice Operational Contingency Plan (OCP) from the Environment Agency **(page 1)**
7. To appoint Board Members and Co-opted Members to constitute the following Committees **(pages 2 - 4)**:
  - (a) Executive
  - (b) Northern Works
  - (c) Southern Works
  - (d) Environment
  - (e) Audit & Risk
  - (f) Structures
  - (g) Nominations
  - (h) Ex officio Members
8. To appoint the Chairman for the following Committees **(pages 2 - 4)**:
  - (a) Northern Works
  - (b) Southern Works
  - (c) Environment
  - (d) Audit & Risk
  - (e) Structures
9. To receive and, if correct, sign the Minutes of the meeting of the Board held on 30<sup>th</sup> June 2021 **(pages 5 - 15)**
10. **CONFIDENTIAL** - To receive and, if correct, sign the Confidential Minutes of the meeting of the Board held on 30<sup>th</sup> June 2021 **(pages 16 & 17)**
11. Matters Arising.
  - (a) Overdraft / Short Term Loan Facility **(page 18)**
12. To receive the unconfirmed Committee Minutes and Matters Arising of the following meetings:
  - (a) Northern Works Committee Meeting held on 7<sup>th</sup> September 2021 **(pages 19 - 30)**
  - (b) Southern Works Committee Meeting held on 28<sup>th</sup> September 2021 **(pages 31 - 41)**
  - (c) Executive Committee Meeting held on 29<sup>th</sup> September 2021 **(pages 42 - 55)**

To approve the following:

  - (i) Review of 2021/22 Capital Schemes Budgets **(page 56)**

(ii) 2022/23 Plant Budget (**page 57**)

To consider the following:

(iii) Future reconstitution of the Board (**pages 58 - 60**)

(d) Audit & Risk Committee Meeting held on 12<sup>th</sup> October 2021 (**pages 61 - 70**)

To approve the following:

(i) Annual Return including External Auditors Opinion for 2020/21 (**pages 71 - 76**)

To adopt the following policies:

(ii) Annual Accounts (format only) (**pages 77 - 90**)

(iii) Policy (B): Land Drainage Byelaws (amended) (**pages 91 - 100**)

(iv) Policy 03: Financial Regulations (**pages 101 - 105**)

(v) Policy 04: Procurement (**pages 106 - 110**)

(vi) Policy 08: Relaxation of Board Byelaw No. 10 (9 metre byelaw) (**pages 111 - 116**)

(vii) Policy 10: Delegation of Authority (**pages 117 - 120**)

(viii) Policy 13: Emergency Response Plan (**under separate cover**)

(e) Executive Committee Meeting held on 2<sup>nd</sup> November 2021 (**pages 121 - 129**)

To receive the following:

(i) 2021/22 Quarter 2 Forecast (**pages 130 - 132**)

(ii) Initial indication of the 2022/23 Budget (**page 133**)

13. To review the Risk Register (**page 134**)

14. To receive a report on Finance, Administration and Rating:

(a) Period 07 Management Accounts (**pages 135 - 141**)

(b) Drainage Rates Report (**page 142**)

15. To receive the Annual Report on Health and Safety including Near Misses (**pages 143 & 144**)

16. To receive an update on the South Lincolnshire Water Partnership (**pages 145 & 146**)

17. To consider reports on the following:

(a) Monthly Accounts: June 2021 to October 2021 (**pages 147 - 164**)

(b) Monthly Accounts: Woldmarsh (**pages 165 - 169**)

(b) Schedule of Consents: June 2021 to October 2021 (**pages 170 - 173**)

(c) Rainfall (**pages 174 & 175**)

18. To confirm dates of meetings for the next 12 months (**page 176**)

19. Any Other Business.



# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

### **AGENDA ITEM 06**

#### **BLACK SLUICE OUTFALL & LOCK OVERVIEW & BLACK SLUICE OPERATIONAL CONTINGENCY PLAN (OCP)**

Environment Agency (EA) Officers will be attending the meeting to discuss the Black Sluice Gravity Complex documentation. The below questions have been given to the EA for them to answer at the meeting.

#### **Operational Overview questions:**

- We have concerns around the statement there are 'no hard and fast rules', could the lock be set to mirror the sluice during high rainfall events (i.e. operate on an open and close with each tide)?
- These assets are as you state 'dual-purpose assets' but when they are being used for a fluvial emergency they require local knowledge to manage them correctly, not has happened in the past when a regional FIDO does not know geographically where the Black Sluice Complex is and what purpose it serves, i.e. as the only significant outlet for the South Forty Foot Catchment.
- We would like to offer our engagement with the FIDO in an event in order to offer support/liaison with further considerations relating to our catchments soil moisture circumstances (saturation status), local catchment knowledge, our present pumping regimes, on the ground updates and a proactive approach to the Black Sluice Outfall & Lock operations throughout that event.
- Once complete (previous statement from the EA was 'ready for the end of September 2021') we would request a complete Operational Overview Manual along with being placed on an update circular, this will become an appendix to our own Emergency Response Plan (ERP).

#### **Black Sluice Operational Contingency Plan (OCP) questions:**

- What consideration/course of action will be taken for/during a catastrophic gravity outfall failure during a fluvial event? Through liaison with the FIDO and following our own Emergency Response Plan (ERP) we can reduce/stop lifting/pumping water into the South Forty Foot Drain (SFFD) but the eight uncontrolled highland carriers will continue gravitating high volumes of water into the SFFD. Are the EA introducing/allowing overtopping of the armoured/non-armoured low spots along the c62Km of the SFFD raised banks?

If this is the case, we would like to know where any planned 'over-topping' locations are and confirmation the local residents/landowners have been made aware of this. With this knowledge we can also review our pumping requirement for these locations/sub-catchments within our ERP.

What plans are in place from the EA to armour the current un-armoured low spots to help reduce the possibility of a SFFD bank breach, resulting in flooding over our catchment and our additional costs associated with the additional water? If none of the above is in place it is time for some very serious consideration and discussion between our two organisations.

- Once complete we would request a complete Black Sluice Operational Contingency Plan (OCP) complete with the Operational Action Plans along with being placed on an update circular, this will become an appendix to the Board's ERP.

Once the Board has received these requested documents, the Board can review, in order to hopefully reduce the potential likelihood of risk of fluvial flooding from failure or overtopping of defences, and therefore reduce that likelihood of risk to a lower risk category than is currently stated in the Risk Register.

# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

### **AGENDA ITEM 07 & 08**

#### **Board Members**

<b>Elected Board Members</b>		
<b>Electoral District</b>	<b>Area's Encompassed</b>	<b>Elected Representative</b>
A	Amber Hill, Harts Grounds, Kirton Fen, Pelhams Land, Frampton Great Fen, Brothertoft and Wyberton Fen	Mark Leggott
B	Great Hale, Pt. Little Hale, Heckington, Pt. Burton Pedwardine, Swineshead North, Asgarby, Howell, Ewerby, Evedon, Pt. Kirkby La Thorpe, Pt. Sleaford UD, South Kyme & Pt. North Kyme	Robert Needham
		Peter Robinson
C	Pointon, Sempringham, Billingborough, Horbling Fens, Swaton and Helpringham Fens, Silk Willoughby, Pt Burton Pedwardine, Pt Kirkby-La-Thorpe, Aswarby, Swaby, Screddington, Osbournby, Threekingham, Pt. Sleaford UD, and Pt. Little Hale	Vic Barker
D	Bourne North and Dyke Fens, Morton and Haconby Fens, Dunsby, Rippingale, Dowsby Lode, Aslackby Fen and Laughton	John Atkinson
		Will Ash
E	Quadring Fen, Surfleet Fen, Gosberton Fen, Donington, Pinchbeck, Burtey Fen, Pinchbeck (Star Lode and Leaves Lake)	Keith Casswell
		Chris Wray
F	Bicker with Swineshead, Wigtoft Marshes, Swineshead and Pt. Wigtoft	Mark Rollinson
G	Kirton, Pt. Fosdyke, Pt. Sutterton, Frampton, Wyberton with Boston	Paul Holmes
		Jonathan Fowler

#### **Members Appointed by District Councils**

Cllr Tom Ashton	Boston Borough Council
Cllr Richard Austin	Boston Borough Council
Cllr Peter Bedford	Boston Borough Council
Cllr Michael Cooper	Boston Borough Council
Cllr Frank Pickett	Boston Borough Council
Cllr Paul Skinner	Boston Borough Council
Michael Brookes (Lay Member)	Boston Borough Council
Cllr Mervyn Head	North Kesteven District Council
Cllr Simon Walsh	South Holland District Council
Cllr Peter Moseley	South Kesteven District Council



Suggestions from the Executive Committee for appointment to the Board's sub-committees are as follows;

**AGENDA ITEM 7(a) – EXECUTIVE COMMITTEE**

<b>Executive Committee</b>	
Chairman	Keith Casswell
Vice-Chairman	Paul Holmes
Chairman NW Committee	Duplicate
Chairman SW Committee	Mark Rollinson
Chairman Environment Committee	Duplicate
Chairman Audit & Risk Committee	Michael Brookes
Chairman Structures Committee	Jonathan Fowler
Boston Borough Council Representative	Cllr Peter Bedford

**AGENDA ITEM 7(b) & 8(a) – NORTHERN WORKS COMMITTEE**

<b>Northern Works Committee</b>	
<b>Board Members</b>	<b>Co-opted Members</b>
Paul Holmes (Chairman)	James Pocklington
Peter Robinson	David Casswell
Mark Leggott	Roger Welberry
Jonathan Fowler	
Robert Needham	
Cllr Tom Ashton	
Cllr Richard Austin	
Cllr Peter Bedford	
Cllr Michael Cooper	
Cllr Frank Pickett	
Cllr Paul Skinner	
Michael Brookes (Lay Member)	
Cllr Mervyn Head	

**AGENDA ITEM 7(c) & 8(b) – SOUTHERN WORKS COMMITTEE**

<b>Southern Works Committee</b>	
<b>Board Members</b>	<b>Co-opted Members</b>
Mark Rollinson (Chairman)	Ross Dorrington
John Atkinson	Mark Mowbray
Keith Casswell	James Casswell
Chris Wray	Chris Dring
Will Ash	Andrew Mair
Vic Barker	
Cllr Simon Walsh	
Cllr Peter Moseley	



## **AGENDA ITEM 7(d) & 8(c) – ENVIRONMENT COMMITTEE**

<b>Environment Committee</b>	
<b>Northern Works</b>	<b>Southern Works</b>
Paul Holmes (Chairman)	Keith Casswell
Roger Welberry	Vic Barker
<b>Robert Needham</b>	John Atkinson
Mr Peter Robinson	<b>Mark Rollinson</b>
Cllr Paul Skinner	Will Ash

## **AGENDA ITEM 7(e) & 8(d) – AUDIT & RISK COMMITTEE**

<b>Audit &amp; Risk Committee</b>	
Northern Works	<b>Mark Leggott</b>
Northern Works	<b>Jonathan Fowler</b>
Southern Works	Vic Barker
Southern Works	Will Ash
Appointed Member	Michael Brookes (Chairman)
Appointed Member	Cllr Simon Walsh
Additional Member	Cllr Richard Austin

## **AGENDA ITEM 7(f) & 8(e) – STRUCTURES COMMITTEE**

<b>Structures Committee</b>	
Mr Jonathan Fowler (Chairman)	Peter Robinson
Mr Will Ash	Vic Barker
Mr Paul Holmes	<b>Chris Wray</b>
Cllr Paul Skinner	Cllr Michael Cooper

## **AGENDA ITEM 7(g) – NOMINATIONS COMMITTEE**

<b>Nominations Committee</b>	
Chairman	Keith Casswell
Vice-Chairman	Paul Holmes
Chairman Audit & Risk Committee	Michael Brookes

## **AGENDA ITEM 7(h) – EX OFFICIO MEMBERS**

The Chairman and Vice Chairman are members of all the Committees of the Board by virtue of their office held except the Audit & Risk Committee.

# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **MINUTES**

of the proceedings of a Meeting of the Board

held remotely on  
30<sup>th</sup> June 2021 at 2pm

### **Members**

Chairman - \* Mr K C Casswell

- |                  |                  |
|------------------|------------------|
| * Mr W Ash       | * Cllr T Ashton  |
| * Mr J Atkinson  | * Cllr R Austin  |
| * Mr V Barker    | * Cllr P Bedford |
| * Mr J Fowler    | * Cllr M Cooper  |
| * Mr P Holmes    | * Cllr F Pickett |
| Mr R Leggott     | * Cllr P Skinner |
| * Mr P Robinson  | * Cllr M Head    |
| * Mr M Rollinson | * Cllr P Moseley |
| * Mr N J Scott   | * Cllr S Walsh   |
| * Mr J R Wray    | * Mr M Brookes   |

\* Member Present

In attendance: Mr I Warsap (Chief Executive)  
Mr D Withnall (Finance Manager)  
Mr P Nicholson (Operations Manager)

Mr V Barker wished to convey the following message at the commencement of the meeting. Mr V Barker expressed his thanks to the Chairman and Executive Committee in this extraordinary time. Further welcoming back Mr I Warsap, with the analogy of him being the 'right horse in the right shaft', hoping for the following few months to be like water along the South Forty Foot (SFFD) - slow and calm. Mr V Barker further expressed a big thanks to all employees of the Black Sluice IDB, from the top to the bottom, mentioning no names, but all. With COVID-19, Mr I Warsap's absence and two wet winters, pressure has been put on the system, however, the system has worked like a 'well-oiled bearing'. Mr V Barker concluded by noting that there is no wonder other IDBs look up to the Black Sluice IDB, again, expressing his thanks to all employees of the Board and requesting that these thanks from the Board are conveyed to employees who may not necessarily read these minutes.

#### 1817 APPROVE THE AMENDED STANDING ORDERS - Agenda Item 1

The Chairman presented the amended Standing Orders, which have been amended to permanently allow virtual and hybrid meetings, following the COVID-19 pandemic.

The Board RESOLVED that the Standing Orders (Policy No. 12) be adopted.

#### 1818 RECORDING THE MEETING – Agenda Item 2

Members were informed that the meeting would be recorded.



1819 APOLOGIES FOR ABSENCE - Agenda Item 3

Apologies for absence were received from Mr R Leggott.

1820 DECLARATIONS OF INTEREST - Agenda Item 4

A declaration of interest was received from Mr P Holmes, in relation to Minute 1832(c) – Schedule of Consents.

1821 MINUTES OF THE LAST BOARD MEETING - Agenda Item 5

The Minutes of the last meeting of the Board held on the 10<sup>th</sup> February 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

1822 CONFIDENTIAL MINUTES OF THE LAST BOARD MEETING - Agenda Item 6

The Confidential Minutes of the last meeting of the Board held on the 10<sup>th</sup> February 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

1823 MATTERS ARISING - Agenda Item 7

(a) 10 YEAR PLANT REPLACEMENT BUDGET - Minute 1725(vi)

It was confirmed that delivery is being awaited of the 8" pump.

(b) FINAL BUDGET WITH 10 YEAR ESTIMATES (AMENDED PENNY RATE) - Minute 1726

Members were informed that the red diesel rebate, proposed to be removed in March 2022, is currently being dealt with by ADA, but it is not looking likely that there will be any exemptions for IDBs. Therefore, options are being considered around how this will be managed going forward.

(c) LONGHURST HOUSING ASSOCIATION COMMUTED SUM REQUEST - Minute 1730

The Operations Manager read an email to members of the Board, from Longhurst Housing Association's representative, as follows;

*'I have now heard from my client and can report that they are content to pay the whole of the commuted sum in a single payment upon completion of the deed of grant, but only if the draft deed is amended so as to include a positive covenant by your client to actually carry out the works in question and to provision that the commuted sum is in full and final settlement of any liability on my clients contribute to the same.'*

The committee were reminded that the works include maintenance three times a year, over a 25 year period, and that the commuted sum isn't for carrying out the work itself, but for the additional costs of laying of matting to protect the block paved drives and for the removal of arisings. The mats are being purchased by Longhurst Housing Association and will be stored, at no cost, at the Board's depot.

1824 TO RECEIVE THE MINUTES OF THE FOLLOWING MEETINGS - Agenda Item 8

(a) ENVIRONMENT COMMITTEE

The Chairman of the Environment Committee presented the unconfirmed Minutes of the Environment Committee meeting held on the 3<sup>rd</sup> March 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

TO ADOPT THE FOLLOWING:

(i) ENVIRONMENT COMMITTEE TERMS OF REFERENCE

The Environment Committee Terms of Reference were presented.

The Board RESOLVED that the Environment Committee Terms of Reference be adopted.

(ii) POLICY No. 11: BIODIVERSITY ACTION PLAN

The Biodiversity Action Plan was presented, it being noted that this is a completely new document.

Cllr M Head referred to 5.2.2.3 Table 14 Reedbeds and Drainage Ditches IDB Actions, questioning if 15cm wide in the second objective is the correct measurement as this seems extremely narrow? The Chief Executive noted that he will review this with the Operations team.

Cllr M Head next referred to 6.2 Table 42 Procedural Action Plan Objectives and Targets, noting the previous criticism received from the public around the cutting programme. He noted that many people do not understand the function and importance of the IDB work, suggesting it is all about communication, also adding that it will help to receive a positive approach to possible increases in rates.

Mr M Brookes referred to the Butterfly Sanctuary at Amber Hill, noting that he can't see it included within the Biodiversity Action Plan. The Chief Executive noted that it should be included and will include it as a first amendment.

The Board RESOLVED that the Biodiversity Action Plan (Policy No. 11) be adopted.

(b) STRUCTURES COMMITTEE

The Chairman of the Structures Committee presented the unconfirmed Minutes of the Structures Committee meeting held on the 24<sup>th</sup> March 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

**MATTERS ARISING:**

**(aa) TRINITY COLLEGE PUMPING STATION WATER SEEPAGE FROM LONG SKIRTH – Minute 1759(b)**

It was confirmed that the Stantec site inspections have been rearranged for next week.

**TO ADOPT THE FOLLOWING:**

**(i) STRUCTURES COMMITTEE TERMS OF REFERENCE**

The Structures Committee Terms of Reference was presented.

The Board RESOLVED that the Structures Committee Terms of Reference be adopted.

**(ii) POLICY No. 09: STRUCTURES REPLACEMENT POLICY**

The Structures Replacement Policy was presented.

The Board RESOLVED that the Structures Replacement Policy (Policy No. 9) be adopted.

**(c) EXECUTIVE COMMITTEE**

The Chairman of the Executive Committee presented the Minutes of the Executive Committee meeting held on the 7<sup>th</sup> April 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

**(d) EXECUTIVE COMMITTEE**

The Chairman of the Executive Committee presented the Minutes of the Executive Committee meeting held on the 5<sup>th</sup> May 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

**(e) AUDIT & RISK COMMITTEE**

The Chairman of the Audit & Risk Committee presented the unconfirmed Minutes of the Audit & Risk Committee meeting held on the 10<sup>th</sup> May 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

**TO ADOPT THE FOLLOWING:**

**(i) POLICY No. 01: RISK MANAGEMENT STRATEGY**

The Risk Management Strategy was presented.

The Chairman of the Audit & Risk Committee referred to Risk 1.1(b) – Fluvial flooding from failure or overtopping of defences, noting that the Environment Agency (EA) documentation for the operation of the Sluice and Nav Lock at Black Sluice Pumping Station (Boston) is still awaited.

The Chief Executive noted that he has been in contact with EA staff, explaining that he received a phone call from an EA Operations Manager yesterday, who have assured that they want the Board to be involved in this process to produce a joint Gravity Complex Operation Manual & Contingency Plan to be published by the end of September 2021. The Chief Executive has informed them that if this doesn't happen then, with no further notification, it will be taken to MPs and EA National.

The Operations Manager added that a meeting with the EA has already been arranged for the 20<sup>th</sup> July to discuss their contingency plan and our emergency plan. The Operations Manager further noted that he is hoping to include the Barrier and the Navigation Lock as a site visit on the Northern Works Inspection Tour.

All AGREED to give the EA until September 2021 to publish the gravity complex operation manual, and if not completed, to take it to MPs and EA National.

The Board RESOLVED that the Risk Management Strategy (Policy No. 1) be adopted.

(ii) POLICY No. 03: FINANCIAL REGULATIONS

The Financial Regulations were presented.

The Board RESOLVED that the Financial Regulations (Policy No. 3) be adopted.

TO APPROVE THE FOLLOWING:

(iii) INTERNAL AUDITORS REPORT 2020/21

The Internal Auditors Report 2020/21 was presented.

The Chairman of the Audit & Risk Committee highlighted that 'Substantial Assurance' has been achieved again, with no recommendations or issues arising from the audit. The Chairman of the Audit & Risk Committee congratulated and thanked all employees and members involved in this achievement, on behalf of the Board.

The Board RESOLVED that the Internal Auditor's Report be noted.

(iv) AUDIT PROGRAMME 2021/22

The Audit Programme 2021/22 was presented.

The Board RESOLVED that the Audit Programme 2021/22 be noted.

(f) EXECUTIVE COMMITTEE

The Chairman of the Executive Committee presented the Minutes of the Executive Committee meeting held on the 12<sup>th</sup> May 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

(g) SOUTHERN WORKS COMMITTEE

The Chairman of the Southern Works Committee presented the unconfirmed Minutes of the Southern Works Committee meeting held on the 19<sup>th</sup> May 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

MATTERS ARISING

(aa) UPPER CATCHMENT STUDIES - Minute 1788

Cllr M Head noted that many people are becoming increasingly interested in elements relating to climate change, questioning if there is any scope to widen these workstreams to see what can be done with local councils, IDB's and landowners to achieve more funding for environmental flood management schemes. Cllr M Head further noted that all large building developments have to show a net 10% biodiversity gain.

The Southern Works Committee Chairman referenced the Natural Flood Management (NFM) works being led by Lesley Sharpe, which has identified lots of sites, of which the majority will hopefully progress, subject to funding from the Environment Agency (EA).

The Operations Manager added that the Swaton NFM work is a trial and the success of that site will potentially open further funding for future projects, it being a high priority for the EA.

The Chief Executive further added that he will send information to appointed Board Members about the South Lincolnshire ELMS Test Land Manager Working Group which may be of interest.

(ab) UNIMOG – Minute 1791(a)

Mr V Barker questioned whether any enquires have been made with South Holland IDB regarding the use of diggers? The Southern Works Committee Chairman responded that he has been in contact with the Chairman of South Holland IDB, who is going to converse with their Operations Manager and come back. Mr P Holmes also noted that he has spoken to South Holland who have feedback that it is a limited machine, it could get stuck at any point, being able to do many things, but not necessarily do them really well.

(h) NORTHERN WORKS COMMITTEE

The Chairman of the Northern Works Committee presented the unconfirmed Minutes of the Northern Works Committee meeting held on the 2<sup>nd</sup> June 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.



## MATTERS ARISING:

### (aa) GENERAL CULVERT CONTRIBUTIONS – Minute 1798(d)(ii)

#### Culverts 1469 & 1408 – Bicker Fen

The Operations Manager informed Board Members that he has met with the landowner on site and has agreed a way forward, in line with the Structures Replacement Policy, with a quote being provided from the Board to replace one of the culverts. The landowner has also now paid their rates.

### (i) EXECUTIVE COMMITTEE

The Chairman of the Executive Committee presented the unconfirmed Minutes of the Executive Committee meeting held on the 16<sup>th</sup> June 2021, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

The Finance Manager explained that the end result from the 2021/22 accounts was that £390,000 more was needed to be taken out of the general reserve than had been budgeted for. The concern this then raised was that in 2027/28 the reserves would only be at 9.21% of the expenditure. This is shown in the first of the 2021/22 Budget and 10 Year Estimates on page 138, where it can be seen that there are a lot of boxes highlighted in yellow (yellow meaning the reserve % of expenditure is below the target of 20%).

The Finance Manager continued by explaining that he therefore took the assumption that this budget would not be acceptable and has considered ways to form a budget that meets the target of 20% reserve % of expenditure and a balanced budget. In order to do this, £320,000 was required to be found over the ten year period.

The plant account had an exceptional year (low gas oil prices, low maintenance on machines etc.) meaning this account is healthy and therefore proposing that £100,000 is taken from the plant account and into the general reserve.

An additional £218,000 has been identified by deferring some capital schemes, the 10 Year Capital Schemes budget will be re-prioritised over the summer and presented to the Works Committees in September.

These proposed changes have been made and the resulting budget and 10 year estimates presented on page 139.

The Finance Manager next presented a graph on screen demonstrating the rate at which the reserves without grant funding carried forward has been decreasing since the change in regulations in 2018/19.

The Chief Executive therefore questioned whether Board Members felt that 20% is high enough for the reserve % of expenditure, in light of how much can be spent in an emergency situation?

Cllr M Head noted that he would be happy to increase the reserves, in light of the two past extremely wet years.

Cllr R Austin noted that 20% is a figure generally used by most councils and so felt this general recommendation should be adhered to.

Mr P Holmes highlighted that the overspend during the last fluvial event (spent mainly on electricity) was half of the reserves.

The Chairman felt it should perhaps be raised slowly over a number of years to get to 25%.

Mr M Rollinson highlighted that money has been taken out of the plant account and by deferring capital schemes, which will not be feasible to keep doing every year. Mr M Rollinson also noted how lucky the Board are to run electric pumps, as opposed to diesel pumps, in light of the coming red diesel restrictions.

Mr N Scott questioned how quickly the Board can borrow money / what the overdraft facility is?

The Finance Manager responded that the Board don't have an overdraft facility and would potentially have to use the Public Works Loan Board.

Mr N Scott suggested it may be worth exploring possible borrowing options with the bank.

Cllr P Bedford expressed his support for increasing the reserve % of expenditure, especially in light of the red diesel restrictions.

Mr P Holmes agreed that it should be increased, perhaps to the low 20's%.

All AGREED to gently increase the reserve % of expenditure over the next few years.

The Finance Manager next referred the Board to the Plant Replacement Budget showing, in orange, the £100,000 being transferred to the General Reserve.

The Finance Manager further referred the Board to the Capital Schemes Budget, noting that those schemes highlighted in yellow have been deferred and the scheme highlighted in purple has been changed from Great Hale Pumping Station works to the refurbishment of the pumps at Wyberton Marsh Pumping Station due to them being a higher priority.

The Finance Manager lastly highlighted that there was an overspend in April and May 2021 in relation to desilting which will be recovered by delaying the start of the desilting season by two months in periods 9 and 10.

**TO APPROVE THE FOLLOWING:**

**(i) APPROVAL OF THE PERIOD 12 MANAGEMENT ACCOUNTS**

The Period 12 Management Accounts were presented.

Mr J Fowler referred to the breakdown of electricity usage at each Pumping Station, highlighting Dunsby Pumping Station which has increased from £6,972 in 2019 to £46,877 in 2020, questioning this big increase? It was thought that this relates to the additional hire costs of mobile pumps.

A breakdown of the expenses relating to Dunsby Pumping Station was provided by the Finance Manager.

The Board RESOLVED that the Period 12 Management Accounts be approved.

(ii) APPROVAL OF BOURNE FEN FARM ACCOUNTS

The Bourne Fen Farm Accounts were presented.

The Board RESOLVED that the Bourne Fen Farm Accounts be approved.

(iii) 10 YEAR 2021/22 BUDGET & ESTIMATES

The Board RESOLVED that the 10 Year 2021/22 Budget and Estimates (version with the proposed adjustments) be approved.

(iv) PLANT REPLACEMENT BUDGET

The Board RESOLVED that the Plant Replacement Budget be approved.

(v) CAPITAL SCHEMES BUDGET

The Board RESOLVED that the Capital Schemes Budget be approved.

(j) CONFIDENTIAL – ALL MINUTES RELATING TO THE CHIEF EXECUTIVE OFFICER

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1825 APPROVAL OF THE DRAFT UNAUDITED FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2021 - Agenda Item 9

The Finance Manager explained that the draft unaudited financial statements are a summary of the Period 12 Management Accounts.

The Board RESOLVED for the Chairman to sign the unaudited financial statements for the year ending 31 March 2021.

1826 TO REVIEW AND APPROVE THE ANNUAL GOVERNANCE STATEMENT - Agenda Item 10

The Finance Manager explained that this is part of the Annual Governance and Accountability Return 2020/21, which is a further summary of the unaudited financial statements.

The Board RESOLVED that the Annual Governance Statement be signed and approved.

**1827 APPROVAL AND AUTHORISATION FOR THE CHAIRMAN TO SIGN THE ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2021 - Agenda Item 11**

The Finance Manager presented the annual return.

The Board RESOLVED that the Annual Return for the year ending 31 March 2021 be signed and approved.

**1828 APPROVAL OF ARRANGEMENTS FOR THE ELECTION OF THE NEW BOARD IN NOVEMBER 2021 – Agenda Item 12**

**(a) AMENDED ELECTION TIMETABLE**

The Finance Manager informed the committee that he missed the inspection of register for the 14 days and has therefore produced the presented amended timetable. All APPROVED.

**(b) REGISTER OF ELECTORS**

The Electoral Register was presented on screen. All APPROVED.

**1829 APPROVAL OF THE AMENDED SCHEDULE OF MEETING DATES - Agenda Item 13**

All AGREED to adopt the following schedule of meeting dates for the remainder of the 2021 calendar year.

Northern Works	Tuesday 7 <sup>th</sup> September 2021
Southern Works	Tuesday 28 <sup>th</sup> September 2021
Audit & Risk	Tuesday 12 <sup>th</sup> October 2021
Executive	Tuesday 2 <sup>nd</sup> November 2021
Board	Tuesday 23 <sup>rd</sup> November 2021
Executive	Tuesday 14 <sup>th</sup> December 2021

**1830 TO RECEIVE THE MINUTES OF THE ADA JOINT LINCOLNSHIRE BRANCH AND WELLAND AND NENE BRANCH MEETING ON 18 FEBRUARY 2021 - Agenda Item 14**

The Chairman presented the minutes of the meeting.

**1831 TO REVIEW THE RISK REGISTER - Agenda Item 15**

The Finance Manager noted that the risks in red are changes in line with Risk Management Strategy.

The Board RESOLVED the Risk Register be accepted.

**1832 REPORTS ON THE FOLLOWING: - Agenda Item 16**

**(a) MONTHLY ACCOUNTS (FEBRUARY 2021 - MAY 2021)**

The Board's monthly accounts, inclusive of February 2021 - May 2021, were circulated.

The Board RESOLVED that this report be noted.

(b) MONTHLY ACCOUNTS: WOLDMARSH (FEBRUARY 2021 - MAY 2021)

The Board's monthly Woldmarsh invoices, inclusive of February 2021 - May 2021, were circulated.

The Board RESOLVED that this report be noted.

(c) SCHEDULE OF CONSENTS (FEBRUARY 2021 - MAY 2021)

The Chief Executive presented the Schedule of Consents, consisting of February 2021 - May 2021, copies of which had been circulated. Viking Link consents being in red.

The Board RESOLVED that this report be noted.

(d) RAINFALL

The rainfall figures at Swineshead and Black Hole Drove were presented, copies of which had been circulated.

Mr P Holmes questioned if the calibration of the gauge at Black Hole has been checked, highlighting the big difference in rainfall between Black Hole and Swineshead. The Operations Manager noted that it has been checked and is working as it should.

The Board RESOLVED that this report be noted.

1833 ANY OTHER BUSINESS - Agenda Item 17

(a) HAND GANGS

Cllr R Austin questioned if the Board still have hand gangs? The Operations Manager noted that there are areas that are inaccessible by machines and so do still have gangs completing hand maintenance.

There being no further business the meeting closed at 15:32.



**BLACK SLUICE INTERNAL DRAINAGE BOARD**

**BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

**AGENDA ITEM 11(a)**

**OVERDRAFT / SHORT TERM LOAN FACILITY**

At the Board meeting in June 2021, it was requested that we look into the possibility of an overdraft or short term loan facility rather than increasing our reserves to cater for unforeseen costs.

I have reviewed the possibilities of a loan from the PWLB and this would be a possibility but advance approval would be required from DEFRA. The Application form has to be submitted one week before the Loan is required.

The purpose of the PWLB is to offer long-term, affordable loans to support local authority investment in service delivery, housing, economic regeneration, treasury management, and occasionally preventative action, under the prudential regime.

Interest Rates on a fixed rate loan currently vary from 1% to 2% with repayment periods from 18 months to 50 years, I have included some examples below as at July 2021.

Amount of Loan	2 Years		10 Years		25 Years		50 Years	
	Interest Rate	Cost to Board	Interest Rate	Cost to Board	Interest Rate	Cost to Board	Interest Rate	Cost to Board
100000	1.06%	£ 1,328	1.33%	£ 7,476	1.81%	£ 25,290	2.00%	£ 58,657
250000	1.06%	£ 3,321	1.33%	£ 18,691	1.81%	£ 63,226	2.00%	£ 146,644
500000	1.06%	£ 6,642	1.33%	£ 37,382	1.81%	£126,451	2.00%	£ 293,287
1000000	1.06%	£ 13,284	1.33%	£ 74,764	1.81%	£252,902	2.00%	£ 586,574
2000000	1.06%	£ 26,568	1.33%	£149,528	1.81%	£505,804	2.00%	£1,173,148

As with any loan, the question is could we afford it and how would we repay it. I would suggest a combination of cost cutting and increase in the rate would be required if we were ever in the situation we needed a loan.

In addition to interest shown as the cost to the Board above a charge of 35p for every £1,000 borrowed is also charged and deducted from the loan amount at the start of the loan. £500,000 would have a Loan charge of £1,750 on top of interest.

# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **MINUTES**

of the proceedings of a Meeting of the  
Northern Works Committee

held at the Offices of the Board on  
7<sup>th</sup> September 2021 at 15:36

### **Members**

Chairman - \* Mr P Holmes

Cllr T Ashton	Cllr R Austin
* Cllr P Bedford	* Mr M Brookes
* Mr D Casswell	Cllr M Cooper
* Mr J Fowler	* Cllr M Head
* Mr R Leggott	* Mr R Needham
* Cllr F Pickett	* Mr J E Pocklington
* Mr P Robinson	Mr N Scott
Cllr P Skinner	* Mr R Welberry

(\* Member Present)

In attendance: Mr D Withnall (Finance Manager)  
Mr P Nicholson (Operations Manager)  
Mr K Methley (Pump Engineer)

### 1834 RECORDING THE MEETING – Agenda Item 1

Members were informed that the meeting would be recorded.

### 1835 APOLOGIES FOR ABSENCE - Agenda Item 2

Apologies for absence were received from Cllr T Ashton, Mr N Scott, Cllr R Austin, Cllr M Cooper, Cllr P Skinner and Mr M Rollinson.

### 1836 DECLARATIONS OF INTEREST - Agenda Item 3

Declarations of interest were received from:

- Mr R Welberry – Minute 1839 - Breach of Board consent at Coles Lane, Swineshead
- Mr M Brookes – Minute 1839 - Breach of Board consent at Coles Lane, Swineshead
- Mr D Casswell – Minute 1839 - Proposed works to Drain 14/2, Mill Green Farm, South Kyme

### 1837 MINUTES OF LAST MEETING - Agenda Item 4

The Minutes of the Northern Works Committee, which was held on 2<sup>nd</sup> June 2021, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record.

1838 MATTERS ARISING - Agenda Item 5

There were no matters arising.

1839 DISCUSS THE OPERATIONS REPORT & INSPECTION - Agenda Item 6

The Chairman thanked the Operations Manager for organising the inspection day which he felt covered a diverse range of topics.

The Operations Manager led discussions about the inspection, as follows.

1. PROPOSED WORKS TO DRAIN 14/2, MILL GREEN FARM, SOUTH KYME

The Operations Manager outlined the proposal, as below:

Pipe a 115m section of Drain 14/2 (Board maintained watercourse) and connect the existing surface water drainage outfalls from the farm buildings into a 150mm (6 inch) perforated pipe. Use the foundations of the old IDB pumping station as backfill for the piped section. The remaining 280m of open watercourse would be cleaned out by the applicant. Once works completed, proposed that the Board give up the drain and the applicant take on all future maintenance and responsibility of the watercourse (Drain 14/2). All works will be required to meet the Board's specification.

Proposed by Mr K Casswell, seconded Mr P Robinson, all AGREED to the above proposal to be funded by the landowner/occupier.

2. SOUTH KYME PUMPING STATION – PROPOSED RECTIFICATION WORKS TO REPAIR BANK LEAKAGES FROM EA MAIN RIVERS AFFECTING SOUTH KYME, EWERBY, DAMFORD AND TRINITY COLLEGE PUMPING STATIONS 2019 - 2021

The Operations Manager reminded the committee of the issues that have occurred in times of high-water levels, with water getting over / seeping through the bank. Investigations have taken place, the outcome of which has been previously reported to the committee. Quotations are now being awaited for the cost to complete the works required which will be reported to either this committee or the Board, whichever is first. The Environment Agency (EA) have agreed to provide a purchase order to cover these costs.

Cllr M Head referred to the wall on the eastern side of the pumping station, questioning if any investigation has taken place to determine whether it requires underpinning? The Operations Manager explained that groundwork investigations have taken place over a period of three months and has concluded that it doesn't require underpinning.

Mr R Welberry noted that the outfall of the drain comes out at the Skirth, which in turn goes straight into the South Forty Foot Drain (SFFD) without any barrier, suggesting this as a weakness. The Operations Manager noted that all the eight highland carriers are a weakness and that the EA are looking into reducing flows into the SFFD, referencing the natural flood management scheme being piloted at Swaton using an attenuation pond.

The Chairman questioned if anything was progressed regarding having to pump the same water multiple times? The Finance Manager noted that the amount that would be received would be negligible.

The Operations Manager noted that the duration of recent high-water events may have been a contributing factor to this issue, highlighting that when the water level is so high for a continuous period, it saturated the banks without allowing them time to dry out again.

Mr K Casswell also felt that the speed the water is draining off land is a contributing factor, noting that farmers can't produce established crops and roots like they used to, meaning the crop isn't holding water in the land like it did. Heavy equipment causing compaction will also be impacting.

Mr R Leggott questioned if there was anything else the Board could do, such as review the pumping programme?

The Chairman noted that it is hard to prepare for such extreme weather patterns that have been experienced in the past few years. He also informed the committee that consideration is being given to having a whole catchment survey completed which will look at each catchment with a 'blank sheet' and give thought to how it would be operated if it was being started 'from scratch'. The Chairman also noted the South Lincs Water Partnership (SLWP) could impact on the operation of the catchment.

Mr R Needham questioned if the Board have had any connection or influence on developing the Environmental Land Management Scheme (ELMS)? It was confirmed that there has been no connection with this, also noting that schemes such as ELMS tend to be nationwide and not area specific.

3. PROPOSED FOUL WATER MAIN CROSSING – NORTH FORTY FOOT DRAIN, BOSTON WEST – FX1821

The Operations Manager informed the committee of Boston Borough Council Planning Application B/17/0367 for a 1200 home development north of Endeavour Park.

The Operations Manager noted that the 9-metre byelaw will be maintained at both sites of the development. One of the possible ways forward in relation to desilting could be with a cutter suction dredger, however, it only becomes cost equivalent on large scale projects such as the SFFD. The Operations Manager added that it is his aim to ensure that the 9-metre byelaw remains undeveloped so that the traditional method of using the excavator and depositing the spoil on the 9m byelaw land can be used.

Mr R Welberry questioned if dams are put in place with the cutter suction dredger for the fish? The Operations Manager noted that it is not required because the machine is moving that slowly they usually move out of the way and can pass through the machine.

Mr J Pocklington noted that the 9 metres is not going to be enough space for the spoil time after time, questioning if anything could be got back from the developers for carting it away?

The Operations Manager explained to the committee that whenever spoil is carted away, it must be tested for contaminants. If it is contaminated, the costs associated with taking it away then increase considerably as it must be taken to specific waste transfer sites. The cost of this was explained to the developer, after they stated they didn't want the spoil leaving on the 9m byelaw land, who never responded and so it will therefore be left on the 9m byelaw bank. The Operations Manager agreed that 9 metres is not big enough for desilting time after time, adjacent to a watercourse as large as the North Forty Foot.

The Chairman also noted that there may be new methods to use in the future also.

4. NORTH FORTY FOOT DRAIN WORKS – DESILTING BY SUCTION DREDGER – AUTUMN / WINTER 2021-22

The Operations Manager explained to the committee that the lagoon is already completed because works should have been completed by now, but unfortunately, due to COVID-19 this was not possible. It is now programmed to commence in the first week of November 2021 and complete within 5 weeks. Preparation works for this will include re-vegetation of the watercourse and removal of some of the trees and bushes.

It was also confirmed that written notification was issued for any unconsented structures in the watercourse from the adjacent properties and that if not removed by them, the Board would remove them.

Mr R Welberry questioned if the property owners have the right of the bank at the back of their properties? The Operations Manager explained that it is riparian, however, the Board has the byelaw powers to stop structures adjacent.

Mr D Casswell felt it would be beneficial to send a reminder to the property owners, which the Operations Manager confirmed would be done now that the programme dates have been confirmed.

5. BOSTON BARRIER & SOUTH FORTY FOOT DRAIN NAVIGATION LOCK

The Operations Manager noted that he hopes the committee found the visit and presentation at the Boston Barrier interesting.

Mr R Welberry questioned if the banks from the Dock down the Haven have been raised? It was confirmed that they already have been, the first section is now 7.55m ODN, the Board were involved through PSCA work through a subcontractor.

6. HERON PARK RESIDENTIAL DEVELOPMENT – WYBERTON LOW ROAD – DRAIN 6/20

The Operations Manager explained that this development is adjacent to a critical watercourse. A critical watercourse is one in an urbanised area with a lot of hardstanding and run off, therefore having more importance. The Board's critical watercourses are maintained dependent on the vegetation growth up to three times a year.



The Operations Manager continued by explaining to the committee that discussion has been held with Longhurst Housing Association and Chestnut Homes about a commuted sum. LHA agreed to purchase protective mats for the Board to use and keep, to enable access to site and protect the areas that will be travelled on by a Twiga and excavator. The commuted sum reflects the additional cost of having to deliver / place / load / return the ground protection mats and carting away any spoil. The proposed commuted sum is outlined below:

Longhurst Housing Association commuted sum (based on an annual average 2% compound interest) and based upon a 229m frontage

- Annual maintenance £3,000 x 25 years x 2% compound interest **£96,090.00 (Combined)**

Based upon 3 maintenance visits per year as this is a critical watercourse.

- Desilting based upon 3 visits to site over the 25-year period **£44,500.00**

- **Total cost commuted sum over 25 year period £140,590.00 +VAT**

The Board's solicitor is currently reviewing a legal agreement.

Chestnut Homes commuted sum (based on an annual average 2% compound interest) and based upon a 98m frontage

- Annual maintenance £3,000 x 25 years x 2% compound interest **£96,090.00 (Combined)**

Based upon 3 maintenance visits per year as this is a critical watercourse.

- Desilting based upon 3 visits to site over the 25-year period **£22,350.00**

The Operations Manager noted that the ideal is that developments do not put tarmac / block paving etc. on the 9m byelaw area to enable the machines to run on the bare bank without extra cost. It was also noted that it was permeable block paving that was applied for, but tarmac has been laid.

Mr R Needham confirmed that the developers have done something that wasn't agreed, feeling that if they are twisting consents to suit them then it needs to be clearer.

The Operations Manager added that it does state in the byelaws that the Board are not responsible for any damage. Further noting that land will continue to be developed and so more and more watercourses will be adjacent to developed land whereby the method of maintenance will have to be reviewed.

The Chairman felt that the Board should continue with their usual operation and run on the tarmac with the machines and see if the developers do anything about it.

Mr P Robinson felt that the Board should be stricter and felt it would be better to stop it before it was done.

The Operations Manager explained that the Board are not always aware when the construction is going to start, and once consent has been gained there is no timeframe on it to commence the works.

Mr P Robinson argued that the consent is given under the conditions of the byelaw.

Cllr P Bedford noted the amount of planning application alterations the developers applied for and questioned if the Board are consulted every time an amendment is applied for?

The Operations Manager replied that the Board should be but wasn't sure if that was always the case.

The Chairman suggested that a closer affiliation to the council's planning department may be beneficial, suggesting it may be useful to invite to the Head of Planning for Boston and East Lindsey (Mike Gildersleeve) to the inspection tours. Cllr P Bedford to contact Mike Gildersleeve on behalf of the Board.

#### **7. WYBERTON MARSH PUMPING STATION – PUMP REFURBISHMENT**

The Operations Manager reminded the committee of the agreed decision to prioritise the refurbishment at Wyberton Marsh Pumping Station and defer Great Hale Pumping Station weedscreen cleaner.

The estimated cost, prior to removal, to refurbish one of the pumps was £18,000 which is currently being refurbished and is expected that the estimate was accurate. It is anticipated ~~hope~~ that the next pump will also cost similar, and it is not felt that the third pump requires refurbishment at this time. The remaining budget for this scheme (£6,000) will be used to refurbish some of the motors.

The Operations Manager also highlighted the new weedscreen cleaner at Wyberton Marsh Pumping Station, which was completed in October 2020, during COVID-19 restrictions. It was noted that some of the parts from the old cleaner are now kept in stock as spares.

#### **8. QUADRANT DEVELOPMENT – PROPOSED REALIGNMENT OF WYBERTON TOWNS DRAIN**

The Operations Manager informed the committee that there has been a further proposal.

The Board's Officers have previously discussed with Chestnut Homes and identified Revision C as the best realignment proposal (making the boundary straight). There has since been further revision and Revision F has been proposed, which only removes one bend.

The Board has been asked to provide an estimated cost for the Board to clear the existing watercourse of bushes / trees vegetation, realign and fill in the line of the existing watercourse which is £42,500 + VAT. The Operations Manager has explained to Chestnut Homes that the Board do not have to complete the work but has provided the specification it needs the works to be completed to. The Operations Manager also highlighted to the committee that any future agreements will contain a caveat that the banks must be stable upon completion and that costs would increase if the banks are unstable.

The Operations Manager also made the committee aware that Chestnut Homes have informally asked the Board's opinion about the potential to redevelop the site to fit more houses on it and face some properties towards the watercourse. The Operations Manager has responded that this matter cannot be advised upon unless a formal application is made and that it may be likely it would have to go to the Board for approval.

The Chairman questioned if there would be enough soil to fill in the existing bend with the new cut as it would be land locked.

#### 9. BREACH OF BOARD CONSENT – COLES LANE, SWINESHEAD

The Operations Manager referred to planning application BB/0447/20 submitted to Boston Borough Council (BBC) in late 2020 for a proposed bungalow and associated works. BBC specified the requirement for boundary fencing for the property as a condition of the planning permission, which would place the fence within 9 metres of pipe Drain 4/44. The landowner applied to the Board for a relaxation of Byelaw No. 10 for the proposed fence and consent 2021-B03 was granted. The conditions of which included the following:

*Condition 3: Any fences or gates to be erected within 9 metres of the Board-maintained piped watercourse 4/44 along the western boundary shall be fully demountable and shall be erected such that no manhole along the piped watercourse is obstructed.*

*Condition 9: No other structures, including planting, whether permanent or temporary, shall be sited within the 9 metre Byelaw distance without the prior written consent of the Board.*

The Board subsequently received correspondence and photos from the landowner as follows:

*'I am writing to you in the hope that you can offer some advice/assistance regarding the above development. We have spoken previously around 6 months ago whilst trying to obtain planning permission to build a sixth property on the site, which was successful.*

*Whilst constructing this property I have also built a retaining wall on the eastern side of the entrance drive, the reason for this, there is a considerable difference in ground level of the driveway to the garden of The Croft.*

*When having the topographical survey of the site, this area was omitted, and the architect was unaware of the potential problem. Therefore, when submitting his drawings, he has stated that a demountable timber fence would be erected, but obviously this would be insufficient to retain the garden soil approximately 600/700mm in height.*

*A neighbour has informed the local authority planning department that I have built the wall contrary to the planning permission. They have in turn notified me that I will need to apply for planning permission for the wall, this shouldn't be a problem but would be if the Black Sluice objects! I am hopeful that there can be a solution to resolve this issue, as I am sure you are aware the cost of constructing a garden wall is a considerable one. If you wish to call me, please do not hesitate to contact me.'*

The Operations Manager informed the committee that the Board's Officers have been out to site. The Operations Manager can see the reasoning behind the landowner building the wall, but that he should have approached the Board to discuss this before erecting the wall.

Cllr M Head noted that he can see both sides of this but raised his concern about setting a precedence. He also posed the thought around whether consent would have been granted to build a brick wall there if he had asked prior to building it.

The Chairman agreed with Cllr M Head's concern about setting a precedence and felt that if the landowner was asking for consent to build the wall, as he should have done, prior to building it that the Board would not have granted consent for it. The other element the Chairman felt needed to be considered is that the Board employs a full time Planning and Byelaw Officer and by overlooking the wall being built it may be seen as undermining the role of that employee.

Mr R Leggott noted that he went to the site a few days ago and spoke with the landowner, noting that he can see why it was done. Mr R Leggott also looked at the position of the inspection chamber and felt that, in his opinion, the machinery used could reach over the wall. Also highlighting that the landowner is putting a grass roadway into the inspection chamber. However, Mr R Leggott still wasn't sure that it was the correct thing just to let it continue and suggested the possibility of getting indemnification on the deeds of his property.

The Chairman noted that the wall is not detrimental to access, but worried that the building of the wall may decrease the serviceable life of the pipeline underneath it because of the weight of the wall. The Chairman added that he can understand the purpose and reasoning for the wall, but that it shouldn't be there, and the Board don't want to set a precedence.

Mr R Needham questioned whether the landowner knew that he wasn't allowed to build the wall? It was confirmed that the consent was given for a fence only and so the landowner was aware a wall was not consented.

Mr R Needham highlighted the reoccurring problem of people not following the Board's consent and felt that something needs amending, for example the Board inspect at stages of construction, to ensure that the conditions of the consent are followed.

The Finance Manager highlighted that the Board's byelaws can be enforced with a level 5 standard scale fine with the Criminal Justice Act 1982 and then a further fine for every day on which the contravention or failure is continued after conviction.

Mr J Fowler suggested that when planning permission is granted there is a building inspection carried out for anything relevant to the Board. Mr J Fowler felt that the options in this case at Coles Lane, Swineshead would be removal of the wall, a commuted sum to cover the potential demolition of the wall for future maintenance of the pipeline to be included within the deeds of the property. Therefore, any future owner of the property would be aware and responsible for the wall.

The Chairman felt that the first action should be to see if the deeds of the property can be altered and questioned what Mr M Brookes thought of this as he knows the landowner? Mr M Brookes felt the landowner would be happy to negotiate with the Board.

Mr P Robinson raised his concern for people and developers doing unconsented work.

The Chairman noted that the Board haven't got enough 'feet on the ground' to be able to check everything that is being done continually.

Cllr M Head referred to the block plan of Coles Lane, Swineshead and highlighted that the indemnity on the deeds would need to be for two properties; both The Croft and the new bungalow situated behind it as the wall runs adjacent to both.

The Finance Manager also noted that directly above the pipe is subject to Section 23 of the Land Drainage Act which retrospective consent can't be given for.

The Chairman suggested a time frame to have resolved this case by of 12 months. It was also suggested that further discussion to be had by the Structures Committee regarding 9 metre byelaws being left solely for the purpose of the Board i.e., not tarmac, paving etc. It was suggested that it may be beneficial to invite the Planning Officer to the Structures Committee meeting.

The Chairman asked Mr R Welberry and Mr M Brookes to report back to the landowner, on behalf of the Board.

## ENGINEERING REPORT

The Operations Manager presented the report on Engineering Works, highlighting points as follows.

## 1. CAPITAL ASSET IMPROVEMENTS

### (a) 2021/22 Defra/EA Funded Grant in Aid (GiA) Schemes

#### (i) NORTH FORTY FOOT CLEANSING/REVTMENT & LANGRICK ROAD PIPELINE

There were no questions or comments on this scheme.

#### (ii) REMOTE MONITORING, TELEMETRY H&S SCHEME

There were no questions or comments on this scheme.

### (b) 2021/22 Board Funded Capital Schemes

#### (i) REMOTE MONITORING & CONTROL (H&S SCHEME)

The Operations Manager highlighted the Grant in Aid Manager has been working on this scheme and it is now likely that 100% Grant in Aid funding will be achieved, with the total value of the scheme being £204,500.

#### (ii) JETTING TO MAJOR PIPELINES

There were no questions or comments on this scheme.

#### (iii) GENERAL CULVERT CONTRIBUTIONS

The following culverts are proposed to for replacement / contribution:

No. 635	Swineshead	15m x 0.6m	Armco	£1k max contribution
No. 1795	Kirton	12m x 0.6m	Armco	£1k max contribution
No. 2880	Kirton	9m x 0.6m	BAT	Potential to give this up

A Board contribution has also been agreed towards Culvert 1469 in Bicker following its replacement.

### (c) Pumping Station Schemes

#### (i) WYBERTON MARSH PS REFURBISHMENT

The Operations Manager confirmed that works have commenced, one pump is currently out and will be reinstalled before taking the second pump out for refurbishment.

## 2. PROPOSED WORKS 2022/23

### (a) Defra/EA Granted Schemes

The Operations Manager informed the committee that there are 26 schemes within the next 6-year programme and these schemes will be brought into the Board's 10 year programme based on priority.

(i) EWERBY FEN CATCHMENT WORKS

There were no questions or comments on this scheme.

(ii) BICKER FEN CATCHMENT WORKS STUDY

There were no questions or comments on this scheme.

(iii) EWERBY FEN CATCHMENT WORKS STUDY

There were no questions or comments on this scheme.

3. INFORMATION ON SITE INSPECTION AT TRINITY COLLEGE P/S

There were no questions or comments on this scheme.

4. DRAIN MAINTENANCE

There were no questions or comments on this scheme.

5. PUMPING STATION MAINTENANCE

There were no questions or comments on this scheme.

6. EXTERNAL RECOVERABLE WORKS

There were no questions or comments on this scheme.

7. HEALTH & SAFETY

There were no questions or comments on this scheme.

8. SUMMER CUTTING WORKS (FLAILING) 2021 MAP

The Operations Manager highlighted that the map shows the flailing work up to date which commenced the first week in August 2021.

9. SUMMER CUTTING WORKS (RODING) 2021 MAP

The Operations Manager highlighted that the map shows the roding work up to date which commenced not long after the flailing. This is the closest together the roding has started following the flailing due to starting the flailing later this year.

Mr D Caswell noted that from a farmer's perspective the change to starting the programme later has been beneficial as crops are not ran on by the Board's machinery just before they are about to be harvested.

1840 REPORT ON RAINFALL - Agenda Item 7

The rainfall figures at Swineshead were circulated. The Committee RESOLVED that this report be noted.

1841 ANY OTHER BUSINESS - Agenda Item 8

(a) SOUTH FORTY FOOT DRAIN (SFFD) DESILTING

Mr R Needham questioned if there was any progress with desilting any more of the SFFD?

The Operations Manager explained that the Board are still wanting to continue with the desilting of the SFFD and that he believes that the person he is dealing with at the Environment Agency (EA) also wants to continue but doesn't think anything will happen this year now. The Board are wanting to complete from the A52 to the A17.

The Operations Manager also noted that downstream of the A52 the SFFD changes and widens, becoming more 'river like' and the EA therefore think they may not need to carry out the same process. An EA survey is currently being awaited.

(b) CLAYDIKE FARM – FX1468

The Operations Manager reminded the committee of the Board's offer of £3,000 for the repairs to the damaged concrete. As of mid-August, no repairs appear to have taken place (confirmed by Operations Supervisor).

The Operations Manager informed the committee, as a matter of interest, that in July 2021, Mr Gadd submitted a planning application to Boston Borough Council for the conversion of his existing barn to a large dwelling (B/21/0300).

There being no further business the meeting closed at 17:31.



# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **MINUTES**

of the proceedings of a Meeting of the  
Southern Works Committee

held at the Office of the Board on the  
28<sup>th</sup> September 2021 at 15:35

### **Members**

Chairman - \* Mr M Rollinson

* Mr W Ash	Mr J F Atkinson
* Mr V A Barker	* Mr K C Casswell
* Mr J Casswell	* Mr R Dorrington
Mr C Dring	Mr A Mair
Cllr P Moseley	Mr M Mowbray
* Cllr S Walsh	* Mr C Wray
* Mr J R Wray	

(\* Member Present)

In attendance: Mr I Warsap (Chief Executive)  
Mr D Withnall (Finance Manager)  
Mr S Harrison (Works Manager)  
Mr K Methley (Pump Engineer)  
Mr P Holmes (Vice Chairman & Northern Works Chairman)  
Cllr P Bedford (Executive Committee)  
Mr J Fowler (Executive Committee)

The Chairman thanked the Board's Officers for leading the day in the absence of the Operations Manager, the committee wishing his wife a speedy recovery. The Chairman further noted the luxury of being able to hold the inspection tour and have a face to face meeting, following the COVID-19 restrictions.

#### 1842 **RECORDING THE MEETING – Agenda Item 1**

Members were informed that the meeting would be recorded.

#### 1843 **APOLOGIES FOR ABSENCE - Agenda Item 2**

Apologies for absence were received from Cllr P Mosley, Mr M Brookes, Mr C Dring, Mr J Atkinson, Mr A Mair, Mr M Mowbray, Mr P Nicholson and Mrs G Nichols.

#### 1844 **DECLARATIONS OF INTEREST - Agenda Item 3**

Declarations of interest were received from Mr V Barker regarding Minute 1847, No. 6, Dowsby Lode Sub-catchment works.

1845 MINUTES OF LAST MEETING - Agenda Item 4

The Minutes of the Southern Works Committee, which was held on 19<sup>th</sup> May 2021, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record.

1846 MATTERS ARISING - Agenda Item 5

There were no matters arising.

1847 DISCUSS THE OPERATIONS REPORT AND INSPECTION - Agenda Item 6

The Chief Executive and Works Manager led discussions about the inspection, as follows.

1. PROPOSED ACCESS & MAINTENANCE PROPOSALS – DRAIN 36/7 SLEAFORD

The Chief Executive referred to the map within the agenda, highlighting that the red shaded area is part of the Board's upper catchment in which the Board does not have the power to enforce byelaws. The new proposed development is within this area. The Board want to discuss with the developer regarding access to the Board maintained watercourse that is within the upper catchment. It has been suggested to approach Lincolnshire County Council (LCC) for support with these discussions to keep the maintenance strip free of development. It was further noted that it can't be maintained from the other side because of obstruction alongside of the highway. The Chief Executive proposed that initially the Board approach LCC to seek assistance with persuading the developer to leave a maintenance strip, if not, a commuted sum will be investigated. It was further confirmed that this is the only Board maintained watercourse outside of the Board's catchment.

Mr C Wray suggested that it needed making known that if the Board could not access to maintain the drain, then it could cause flooding to the properties, which may not be favourable for the planning application.

The Chairman suggested contacting the North Kesteven District Council representative on the Board – Cllr M Head.

Mr K Casswell further noted that it needs highlighting that the Board were asked to maintain this drain, and if it is not accessible and not maintained it will be to the detriment of the community.

Cllr S Walsh suggested that the developer could take over future maintenance of the drain. The Chief Executive responded with his concern that some developers appoint a management consortium, who only tend to continue for a few years.

Cllr S Walsh questioned how it will be funded at the end of a commuted sum period? The Chief Executive responded that it would be recovered through the Board's own recovery rate, noting that it's hard to determine 'where to draw the line' with how many years a commuted sum will be required for.

Mr K Casswell noted that it may become part of the Board's catchment, which would then mean rates would be recovered from it.

Mr J Fowler questioned whether the Board's permission is required for the culverts? The Chief Executive responded that it is not required because it is outside of the Board's catchment, however, through good practice they may approach the Board regarding specification etc.

Mr P Holmes reflected on the Northern Works Committee meeting held earlier in the month, noting that a similar topic of development was discussed and that an effort should be made for a Board Officer to 'keep an eye' on the progress of the development.

2. SWATON CATCHMENT NATURAL FLOOD MANAGEMENT (NFM) SCHEME

The Chief Executive explained that two of the Swaton NFM schemes are on Crown Estate Land and there has been an issue with agreements for the works, however, it looks to be resolved as of yesterday.

The Chief Executive further noted that the Environment Agency employees that the committee met out on site were PhD Students contracted for three years to monitor and draw conclusions from the NFM work.

3. SEMPRINGHAM PUMPING STATION ACCESS ROAD

The Chief Executive explained that verbal confirmation has been received from the Environment Agency (EA) (the landowners) about improving the access to Sempringham Pumping Station and we are now awaiting the written order. This will then allow construction vehicles to be able to safely access the pumping station to install a weedscreen cleaner and dump area, expected to be completed March 22.

4. GOSBERTON FEN PUMPING STATION – PROPOSED PUMP REFURBISHMENT

The Chief Executive explained that it is proposed to refurbish one of the pump electric motors at Gosberton Pumping Station as part of the preventative pumping station maintenance scheme at an estimated cost of £4,000.

5. ACCESS & MAINTENANCE ISSUES - POINTON LODGE, MILLTHORPE ROAD, POINTON

The Chief Executive referred to the discussion that took place on site, noting that he got the general impression from committee members that they would be in favour for the Board to agree with the landowner and tenant to remove the trees and bushes so that maintenance can be safely conducted from that side of the bank. It has also been suggested that the Board contact Western Power Distribution (WPD) to see if the one electricity pole on that side can be moved to the other bank.

Proposed by Mr V Barker, seconded by Mr J R Wray, all AGREED that the trees and bushes be removed so that maintenance can be safely conducted from that side of the bank.

The Chief Executive also noted a planning proposal to demolish the barn on the adjacent side of the Pointon Lode drain, and build three properties, again, discussion would be had to ensure an accessible maintenance strip is left for future maintenance.

The Chief Executive also noted that issue with overhanging willows and stone below the bridge will be addressed.

#### 6. DOWSBY LODE SUB-CATCHMENT WORKS

The Chief Executive explained that the Environment Agency (EA) now take a catchment wide approach. Funding has been obtained for Dowsby Lode.

Mr V Barker referred to some slips that had been rectified by the Board, commending the Board's operator for what a good job he did at the time. However, he noted that the slips have occurred again.

Mr V Barker further noted the badger setts further up the bank, the Works Manager responded that environmentalists have been out to the badger sett regarding relocating them, but the landowners needed to be identified and it being quite costly to relocate them.

#### 7. HACONBY FEN SUB-CATCHMENT WORKS

The Chief Executive explained that the Environment Agency (EA) now take a catchment wide approach. Funding has been obtained for Hacconby.

#### 8. TWENTY CORNER

The Chief Executive explained that a collapsed culvert was reported to the Board, however, it serves no purpose to the Board and was put in place for the benefit of the landowner. The Board will remove any of it that is obstructing the watercourse but will not replace it.

Mr P Holmes questioned if the culvert owner now understands his ownership of it? The Works Manager responded that he initially didn't but has now been shown an agreement stating his ownership.

#### 9. EXISTING DAM ARRANGEMENT – DRAIN 28/10

The Chief Executive explained that a control structure was put in place by the Board in Drain 28/10 to assess whether doing so would prevent water from being pumped in a continuous circle when Dyke Fen pump was operating, this structure was washed away during high water level in September 2020 and a temporary pile dam was installed. It is therefore now proposed that a longer term solution would be to place a permanent "stop-end" at the western end of Drain 28/10 to separate it from Drain 28/15 along Twenty Drove.

Mr W Ash noted that there are two landowners that will need contacting.

Proposed by Mr K Casswell, seconded by Mr W Ash, all AGREED that a permanent “stop-end” at the western end of Drain 28/10 be installed to separate it from Drain 28/15 along Twenty Drove.

#### 10. DYKE FEN PUMPING STATION – PROPOSED PUMP REFURBISHMENT

The Chief Executive explained that it is proposed to refurbish one of the pump electric motors at Dyke Fen Pumping Station as part of the preventative pumping station maintenance scheme at an estimated cost of £3,000.

The Chief Executive also highlighted to the committee that Dyke Fen Pumping Station is very remote and the benefit, from a health and safety point of view, of having the new remote control system so that the workforce does not have to physically attend to change levels.

Mr K Casswell questioned whether the workforce would still attend the pumping stations physically during daylight hours in times of emergency to carry out visual checks to ensure everything is as it should be? The Pump Engineer responded, yes, it also being noted that CCTV will also be available.

#### 11. GRAFT DRAIN SCHEME WORKS – DRAIN 22/31

The Chief Executive noted some questions raised on the inspection tour including regarding the re-lining of the pipe and open cuts being diverted etc. and that they will be looked into, and answers given to members in the quickest format possible.

Mr V Barker requested that for future inspections the drain be flailed so that the committee members can clearly see.

### ENGINEERING REPORT

The Chief Executive presented the report on Engineering Works, highlighting points as follows. Before starting the report, the Chief Executive noted that the Executive Committee are meeting tomorrow to discuss the steep increase in insurance cost, noting that it may impact the Board funded scheme works.

#### 12. CAPITAL ASSET IMPROVEMENTS

##### (a) 2020/21 Defra/EA Funded Grant in Aid (GiA) Schemes

The Chief Executive informed the committee of the new Grant in Aid Manager, Georgina Nichols, who has been very successful on achieving funding for projects.

##### (i) REMOTE MONITORING, TELEMETRY H&S SCHEME

There are 18 of 34 pumping stations currently completed. An application for £204,500 100% GiA has been submitted. Further discussion took place around the possibilities of the new system, including setting emergency profiles.

**(ii) LEAVES LAKE DROVE UNDER CAPACITY OUTFALL CULVERT**

The Chief Executive informed the committee that the scheme does not meet the requirements needed to obtain the funding.

**(iii) LANE DYKE CULVERT REPLACEMENT**

The Chief Executive noted that funding for this scheme has yet to be approved.

**(iv) SEMPRINGHAM PUMPING STATION REFURBISHMENT**

The Chief Executive explained that verbal confirmation has been received from the Environment Agency (EA) (the landowners) about improving the access to Sempringham Pumping Station and are now awaiting the written order. This will then allow construction vehicles to be able to safely access the pumping station to install a weedscreen cleaner and dump area, expected to be completed March 22.

**(v) SFF UPPER CATCHMENT NATURAL FLOOD MANAGEMENT (NFM) AND CONTROL ANALYSIS**

The Chief Executive explained that this project commenced two years ago, with the majority (£100,000) spent on studies. A proposal for funding towards implementation of these schemes is to be placed before the Regional Flood and Coastal Committee (RFCC) Local Choices next week. The Chief Executive noted that if funding can't be obtained, he will propose that any outstanding balance of the £100,000 is used for the NFM works to indicate to landowners and ratepayers that the Board are sincere about the NFM work.

**(vi) DUNSBY FEN CATCHMENT WORKS STUDY**

The Chief Executive explained that an Engineer will be employed to undertake the full catchment studies. Further funding will then be applied for any problems identified.

Mr K Casswell questioned whether ELMs and NFM were interacting yet? The Chief Executive noted that Lesley Sharpe was formulating a local farming group. Mr R Dorrington noted that he has been involved but is waiting for an update. The Chief Executive noted that he will inform Mr R Dorrington of any updates he receives.

Mr V Barker referred to the last inspection tour, reflecting on Mr J Atkinson's concern about the Pinchbeck Fen and the levels of water, one of the suggestions being to put a syphon under the Forty Foot.

(vii) FLOOD ALLEVIATION SCHEME HORBLING TOWN BECK STUDY

The Chief Executive noted that this a study that the Operations Manager is undertaking.

(viii) SWATON NATURAL FLOOD MANAGEMENT (NFM) SCHEME

There were no further comments or questions on this item.

(b) 2021/22 Board Funded Capital Schemes

(i) GRAFT DRAIN IMPROVEMENTS - Scheme 2086

There were no further comments or questions on this item.

(ii) THE ALTERNATE PROGRAMME ACCESS WORK

The Finance Manager noted that there is limited work left to do and that not all the £20,000 would be spent this year.

Mr V Barker referred to the summer cutting and the trees / shrubs that are growing on the opposite banks, suggesting that it may be useful for the Twigas to take them down during their less busy period in the winter.

The Chief Executive further noted some concern about the regrowing of bushes on the banks of the South Forty Foot Drain (SFFD). The Chairman noted that it is most important where it has not been desilted.

Mr W Ash questioned the policy for flail mowing, noting that it always seems to be done on the same side, questioning if it can be done on alternate sides?

The Chief Executive noted that the Board's policy is to try and get in a position where as many banks as possible are alternated.

The Works Manager noted that the alternate bank cutting programme has commenced this year, but it is the 'easier' options that have been done for this first year, whilst also adapting to the new early flail mowing. This programme will be developed with the aim to do as much alternate as possible.

The Chairman noted, from his experience, that if it is noted to the operations team that there is a bare field and would like it doing from that side, the team are amenable to do that.

(c) 2021/22 Defra/EA Funded Grant in Aid (GiA) Schemes

(i) UNDER CAPACITY CULVERT – LANE DYKE

There were no further questions or comments on this item.

(ii) UNDER CAPACITY CULVERT – LEAVES LAKE DROVE

There were no further questions or comments on this item.

(iii) SWATON NATURAL FLOOD MANAGEMENT (NFM)

The Chief Executive explained that all the remaining Swaton NFM schemes are on Crown Estate Land and there has been an issue with agreements for the Lagoons, however, it looks to be resolved as of yesterday.

13. PROPOSED WORK 2022/23

(a) Defra/EA Granted Schemes

(i) DOWSBY LODDE CATCHMENT WORKS

The Chief Executive noted that the Environment Agency (EA) grant will be £20,000 which is already secured.

(ii) HACONBY FEN CATHCEMNT WORKS

The Chief Executive noted that the Environment Agency (EA) grant will be £20,000 which is already secured.

(b) Board Funded Capital Schemes

(i) DOWSBY LODDE CATCHMENT WORKS

There were no further comments or questions.

(ii) DYKE FEN P/S PUMP MOTOR REFURBISHMENT

Part of ongoing preventative maintenance at this Pumping Station to refurbish the pump motor to one of the pumps, this is a two pump station. Estimated cost: £3,000.

(iii) DUNSBY FEN P/S PUMP MOTOR REFURBISHMENT

Part of ongoing preventative maintenance to refurbish the pump motor at this Pumping Station, this is a single pump station. The Chief Executive noted that this is a single pump station, but that the new 8" mobile pump should have arrived by the time this work is carried.

(iv) GOSBERTON FEN P/S PUMP MOTOR REFURBISHMENT

Part of ongoing preventative maintenance to refurbish the pump motor at this Pumping Station, this is a three pump station.

(v) GRAFT DRAIN SCHEME

There were no further questions or comments.



#### 14. DRAIN MAINTENANCE

The Works Manager gave a brief overview of the drain maintenance works, as follows. The cutting commenced later this year, the first week of August, and has been a good year for cutting and flailing, noting that it has worked well for crops being off land. There have been some issues experienced with the Twiga's, but Ireland's Farm Machinery have provided equipment to use in the Twiga's absence to ensure the programme continued. All the winter cleansing arisings have been pushed out. The hand roding work is also near completion.

The Board's website was shown on screen, referring the committee to the live map which shows what has been completed and what it left to complete.

Mr P Holmes referred to the text message service to inform landowners / tenants that the Board are going to be working in their area, noting that he has not received a text message, questioning how many contact numbers the Board has? The Works Manager explained that the Works Supervisor has an extensive list of landowner / tenant contact numbers and will always try to contact a landowner if there is still a crop on the land.

#### 15. PUMPING STATION MAINTENANCE

The Chief Executive highlighted that the Pumping Station Maintenance budget is currently overspent by c£38,000 but noted that many of the pumping stations are still working on gravity flows and so it is hoped that some of these costs will be recovered by this.

#### 16. EXTERNAL RECOVERABLE WORKS

Current external recoverable income is £248,161 for rechargeable works compared to £141,295 last year.

#### 17. HEALTH & SAFETY

The Board have appointed Cope Safety Management agreeing terms on a new contract as their Health & Safety consultants for a 5-year period commencing June 2019.

#### 18. SUMMER CUTTING WORKS (FLAILING) 2021 MAP

The Chief Executive highlighted that the map shows the flailing work up to date which commenced the first week in August 2021. Also noting that this tool can be used to manage progress and performance.

#### 19. SUMMER CUTTING WORKS (RODING) 2021 MAP

The Chief Executive highlighted that the map shows the roding work up to date which commenced the first week in August 2021. Also noting that this tool can be used to manage progress and performance.

1848 REPORT ON RAINFALL - Agenda Item 7

The rainfall figures at Black Hole Drove were circulated. The Committee RESOLVED that this report be noted.

1849 ANY OTHER BUSINESS - Agenda Item 8

(a) DRAINAGE ENQUIRIES & RIVER GLEN

The Chief Executive explained that Mr V Barker sent some questions in prior to the meeting requesting that they be answered at the meeting. The Chief Executive explained that he took Mr V Barker's questions to the Planning and Byelaw Officer anonymously to answer as he would to any ratepayer, as below.

- *What is the situation if one farmer needs to use a neighbouring farmer dykes to get their water to a Black Sluice Drain?*

They talk to each other. Common law states that owners of watercourses must allow flows from upstream through their land uninhibited. Question related to the maintenance of drains and what happens if one Farmer does their Drain out properly to the levels they require but this did not work for the other farmer. Again, they should talk to each other. The works carried out by one landowner should have no detrimental effect on any other – if the actions of one causes flooding of another, then that should be resolved between the parties involved. We should not get involved in any disputes unless it has a detrimental effect on our systems. We can only advise and recommend.

Mr V Barker suggested it may be useful for him to inform the Board of the situation he is referring to in a wet period so that they can observe it for themselves.

- *Pump over road – in wet times a farmer pumps water from their drains into a drain on the other side of South Drove. Is this allowed?*

On the basis that we have had no complaints about this from the landowner/tenant to the south, I can only assume they must have some sort of agreement for this to occur. Not a consenting issue. Highways might be a bit annoyed.

Mr V Barker added that they don't have a physical connection with the dyke that eventually leads to a Board drain.

- *River Glen – Drone to fly length of Glen whilst dry and during event? Risk of breach into our area, does it need to be monitored by BSIDB further. Assuming this is an EA drone survey? As it affects both ourselves and Welland & Deepings, I'd like to think any survey data would be shared with both Boards?*

Mr V Barker felt it would be beneficial for this survey to be completed so that the Board are aware of its true position, it poses a risk to the southern area of the Board. Mr K Casswell agreed with Mr V Barker's point, noting that the Glen has failed more times than any other river in the area.

(b) NEW OFFICE LIGHTING

The Finance Manager noted that as a result of the abolishment of halogen lights from 1<sup>st</sup> September 2021 and fluorescent lights from 1<sup>st</sup> September 2022 all lights have been replaced, funded half through the environment budget and half through the office equipment budget.

(c) TWENTY CORNER

Mr W Ash questioned whether a decision has been made in relation to the flailing of Twenty Corner? It is currently done manually because of the cost of traffic management control.

The Chief Executive recommend that it is flailed next year and then it is monitored with a view to a minimum period of bi-annual and maximum period of 3-4 years.

(d) BOARD ACCESS CULVERTS

Mr V Barker noted that he has been asked by a member of the workforce to bring something to the attention of the committee. It has been noted that sometimes the tracked machines have to wait for the unimog to wait to move them across a drain, whereby the member of the workforce thinks there would be benefit in having an access culvert.

Mr P Holmes noted that it will be a matter of cost benefit, Mr V Barker agreed.

The Chairman suggested it be brought to the attention of the Structures Committee.

The Works Manager noted that the Tom Toms on the machines are there to report anything and nothing has been reported in relation to culverts as of yet.

There being no further business the meeting closed at 16:48.

# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **MINUTES**

of the proceedings of a meeting of the Executive Committee

held at the Offices of the Board on  
29<sup>th</sup> September 2021 at 2pm

### **Members**

Chairman - \* Mr K C Casswell

\* Cllr P Bedford

\* Mr J Fowler

\* Mr M Rollinson

\* Mr M Brookes

\* Mr P Holmes

\* Member Present

In attendance: Mr I Warsap (Chief Executive)  
Mr D Withnall (Finance Manager)  
Mr J Cooke (Towergate Insurance)

The Chairman thanked Mr J Cooke for attending.

Minute 1861(a), Insurance arrangements, was discussed as the first item of the meeting.

#### 1850 **RECORDING THE MEETING - Agenda Item 1**

Committee members were informed that the meeting would be recorded.

#### 1851 **APOLOGIES FOR ABSENCE - Agenda Item 2**

There were no apologies for absence.

#### 1852 **DECLARATIONS OF INTEREST - Agenda Item 3**

No declarations of interest were received.

#### 1853 **MINUTES OF THE LAST MEETING - Agenda Item 4**

Minutes of the last meeting held on 16<sup>th</sup> June 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

#### 1854 **CONFIDENTIAL MINUTES OF THE LAST MEETING - Agenda Item 5**

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1855 MATTERS ARISING - Agenda Item 6

(a) 10 YEAR BUDGETS & ESTIMATES – Minute 1809(a1) & (a2)

The Chairman noted that he has spoken with Cllr P Bedford, who has confirmed that Boston Borough Council are aware that IDBs may increase their rate.

(b) SOUTH LINCS WATER PARTNERSHIP (SLWP) – Minute 1816(a)

The Chief Executive gave an update on the SLWP, explaining that Ofwat's Regulators' Alliance for Progressing Infrastructure Development (RAPID) Gate one submissions and draft decisions have been published (link on the Board's website). The recommendation was made that there needs to be a syphon between the South Lincs Reservoir (SLR) and South Forty Foot Drain (SFFD) to be able to evacuate water if the SLR was to fail. The Chief Executive also noted that works will be undertaken on the SFFD such as widening and deepening. A fine screening exercise is now being undertaken, whereby a single site location will need to be determined by February 2022.

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

(c) ELECTION ARRANGEMENTS – Minute 1816(d)

The Finance Manager confirmed that the election has been completed and there are three new Board Members joining the Board from 1<sup>st</sup> November 2021; Mr M Leggott, Mr C Wray and Mr R Needham.

Two longstanding members of the Board that have not been elected, Mr R Leggott and Mr J R Wray, were noted. The Chairman questioned of the committee wanted to get something / do something for them?

The Chairman suggested that they are invited for their lunch prior to the next Board meeting and do a presentation to them then. An engraved tankard was suggested. All AGREED that Mr J R Wray and Mr R Leggott are to be invited for lunch prior to the next Board meeting (23<sup>rd</sup> November 2021) and presented with an engraved tankard.

(d) CONFIDENTIAL – CHIEF EXECUTIVE OFFICER – Minute 1807(d)

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

## 1856 TO CONSIDER PERIOD 05 MANAGEMENT ACCOUNTS - Agenda Item 7

The Finance Manager explained to the committee that the Finance Supervisor and Finance Assistant have done remarkably well and produced the first draft copy of the Period 6 management accounts in time for the meeting, copies of which were circulated to members.

The Finance Manager highlighted the key points within the draft Period 6 Management accounts as follows:

- Pumping Station Maintenance – additional overspend of £9,477 within period 6 only. This gives a year to date overspend for the first six months of £47,302.
- Drain Maintenance – this was almost £30,000 overspent in last period but is now £7,025 underspent in period six. This gives a year to date overspend for the first six months of £108,905. Some of this has been addressed in previous meetings, noting to start desilting two months later to recover some costs, however, there is still a considerable amount overspent to consider.
- Rechargeable Expenditure – these are not complete yet because the Environment Agency (EA) invoices have not yet been sent out due to the Operations Manager not being at work. The Finance Manager noted that once these figures have been finalised and the period six management accounts completed, he will circulate to the committee by email.

The Finance Manager concluded that the main consideration is the overspend for pumping station maintenance and drain maintenance, noting that there will be approximately £60,000 drain maintenance and £50,000 pumping station maintenance to recover.

The Chairman questioned if the pumping station maintenance is a result of wear from the excessive pumping required over the last few years? The Finance Manager acknowledged this is most likely the case and that more detailed budgets may be required going forward to try and set a budget to work to, so that the Pump Engineer can prioritise what does and doesn't need doing urgently. Mr P Holmes suggested a Red/Amber/Green (RAG) system.

The Chief Executive also noted that he has asked the Operations Manager to undertake a thorough investigation to cost allocation and ensuring that the expenditure is being allocated correctly. The Chief Executive further adding that it is believed that nearly all the works for the EA Recovery funding received have been completed, with a lot of money left and so it is important to ensure this has been allocated correctly, if it has, then discussion will take place with the EA to identify other works to complete with the remaining.

It was also confirmed that electricity does not have its own budget, it just forms part of the pumping station maintenance. The Chief Executive noted that it is almost October, and the majority of pumping stations are still gravitating. The Finance Manager noted that if it gets to January – February 2022 and there is a surplus then areas for improvement can be identified and completed.

The committee expressed their thanks to the Finance Supervisor and Finance Assistant for their work producing the period six accounts.

1857 TO CONSIDER A REPORT ON THE 2021/22 BUDGET & TEN-YEAR ESTIMATES - Agenda Item 8

The Finance Manager noted that he would usually have done the Quarter 2 forecast which then feeds into the 10 Year Estimates, but it cannot be done until the Period six accounts are finalised.

(a) 2021/22 CAPITAL SCHEMES BUDGET

The Finance Manager noted that the 2021/22 capital scheme budget has not been changed since it was presented to the northern works and southern works committees.

The Finance Manager reflected on conversation at the southern works committee meeting and inspection around the underspend of the Graft Drain budget, potential delaying of jetting to major pipelines and the underspend on the alternate programme access works, noting that it may be that these schemes are delayed to 'free up' £90,000 to cover the shortages discussed in the previous agenda item.

The Finance Manager also noted the increase of £46,000 next year relating to no longer being able to use red diesel.

The Chairman questioned if there would be enough work for the workforce to do during the winter period if schemes are being delayed? The Chief Executive referred to the conversation around remaining Environment Agency (EA) funding in the previous agenda item and that there could still be some further EA main river enhancement work to complete.

Mr M Rollinson noted that it is about prioritising works to make savings.

The Finance Manager added that the annual cutting needs to continue and the cleansing also doesn't want jeopardising too much.

The Chairman questioned when the Finance Manager will be seeking guidance regarding what increase to tell the councils? The Finance Manager responded that the budget will be presented to the Executive committee meeting in December 2021 or January 2022, followed by the Board before the 14<sup>th</sup> February 2022. He noted that he will bring the best estimate to the November meeting, but it won't have the detail behind it at this point.

Cllr P Bedford confirmed that Boston Borough Council (BBC) are expecting a 7-9% increase from the Board.

The Finance Manager broke it down into the simplest terms as follows; 2.5% was already proposed, further 2% increase to cover the red diesel, further 2% increase to cover the insurance which totals 6.5% without considering any other costs.

**(b) 2022/23 PLANT BUDGET**

The Finance Manager noted that the Operations Manager has amended the plant budget.

The Finance Manager highlighted the £100,000 to be transferred to the General Reserve.

The Finance Manager also noted being in a negative in 2027/28 and 2028/29 due to exceptionally high figures being inputted by the Operations Manager.

The Chief Executive further explained that the Operations Manager met with the T C Harrison sales representative regarding the excavator and also made enquires, at the request of the Chief Executive, for figures to purchase on lease / purchase hire / PCP etc. as opposed to purchasing outright as has always been done previously.

The Chief Executive further noted the negative figures within the budget, highlighting the other options would include increasing the plant recovery rate or remove something for replacement. Further noting that a drott of the wanted quality and specification hasn't yet been found for the budget of £50,000.

The Chief Executive also raised whether the Board are keeping major items of plant too long. The T C Harrison sales representative discussed this with the Operations Manager, noting that five years is their ideal exchange when not purchasing outright.

The Chairman felt that the concept of not buying the machines outright needs looking into further.

The Finance Manager suggested producing two amended plant accounts for the committee to review, all AGREED:

- Change every 5 years – Lease agreement
- Change every 5 years – Purchase outright

The Chief Executive further informed the committee that JCB have now developed a product that could do the job of the Twiga. It is currently on demo with Welland & Deepings IDB, and it should be coming to the Board to demo next. This product is around half the price of a Twiga. The Chief Executive confirmed that he will inform members to invite them to have a look at it once it arrived with the Board on demo.

The Chairman questioned whether the Hitachi excavator is cheaper to run than the JCB excavators? The Chief Executive responded that they have not been analysed in comparison to one another but did note that in terms of lack of break downs and standing time, the Hitachi is more beneficial than the JCB, however, Hitachi is more expensive to purchase.

**(c) CONFIDENTIAL - SALARY REVIEWS**

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.



1858 TO CONSIDER THE FUTURE RECONSTITUTION OF THE BOARD - Agenda Item 9

The Chairman explained that in 2023, the amount collected from Special Levies on councils is expected to be greater than income from Agricultural Drainage Rates.

The Chairman explained the two options; to make the Board bigger (from 21 to 23) or smaller (from 21 to 15).

Mr M Brookes felt that reducing the size of the Board would be the most beneficial option.

The Chairman felt this would mean the Board will be more focused and that the works committees will need to be strong to sit on the other committees. It being confirmed that, currently, the only co-opted member on another committee is Roger Welberry on the Environment Committee.

The Chief Executive referenced a conversation between the two works committee chairmen during the inspection regarding reinvigorating the works committees, which he was encouraged to hear.

Mr M Rollinson disagreed, believing that it would be more beneficial to increase the size of the Board, feeling that if it was reduced, a lot of knowledge would be lost, also noting that it is a big geographical area.

Reference was made to the number of Boston Borough Councillors that would be required, Cllr P Bedford noting that it will be a struggle to fill the vacancies with councillors that are genuinely interested and will attend.

The Finance Manager noted that he would suggest 5 from Boston Borough, 1 from South Kesteven, 1 from South Holland and 1 from North Kesteven.

The Chief Executive further noted that in the future, the Board's upper catchment may become part of the Board's rateable income area and will therefore contain electoral districts. The Finance Manager assumed that in this instance, that the areas gained would have their own value and the Board would have to have additional elected and appointed members based on the value that they bring income into the Board.

Mr P Holmes suggested that there be ten appointed councillor members and by natural wastage reduce the number of elected members by two. It was confirmed that it doesn't work like that, it being explained that the value that area brings into the Board determines how many members they have.

The Chairman noted that older elected members could stay on the works committees, should they wish. Mr M Rollinson felt that older members may be needed on the works committees, as many middle aged farmers struggle to commit the time to the Board.

Mr M Rollinson noted that it is paramount that the works committees are reinvigorated, but that it should be on the proviso that if you are on the works committees, you should be prepared to stand on the Board.

The Finance Manager questioned whether scheduling meetings for evenings, perhaps 6pm or 7pm, would help people being able to attend? The committee felt it wouldn't make a difference.

The Chief Executive questioned whether the inspection tours are held at a convenient time of year?

The Chairman suggested June / July time for inspections.

The Finance Manager concluded that if it is increased by 2 appointed members, it is a relatively easy process. If the Board is reduced to 15, there can be one in each electoral district and is, again, a relatively easy process. Any other options would require a full review and consultation on the electoral districts.

It was suggested that it be included in the Board agenda for discussion. All AGREED.

1859 TO REVIEW THE DRAFT TIMETABLE FOR 2022 MEETINGS - Agenda Item 10

The initial proposed meeting dates were presented, the Finance Manager questioning if the works inspections should be changed following the conversation of the last agenda item?

All AGREED that the Finance Manager will re-do the draft timetable to allow for the works committee inspections to be held at the end of June and beginning of July (but before school holidays).

1860 TO CONSIDER A CONTINGENCY PLAN IN RELATION TO THE CIRCUMSTANCES OF THE CHIEF EXECUTIVE OFFICER - Agenda Item 11

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

1861 ANY OTHER BUSINESS - Agenda Item 12

(a) INSURANCE ARRANGEMENTS

This item, insurance arrangements, was discussed as the first item of the meeting.

The committee had been informed of the below quoted increase in insurance prior to the meeting.

## Black Sluice IDB

Insurance renewal 30th September 2021

		Towergate 2020/21 (End of year)	Towergate 2021/22	Increase in Premium	Premium Increase %
Motor Fleet	Equity Red Star	£ 18,628.96	£ 18,614.40	-£ 14.56	-0.08%
Motor Legal Expenses	ARAG	£ 197.12	£ 278.30	£ 81.18	41.18%
Commercial Combined	AXA	£ 22,028.94	£ 61,389.10		
Low Claims Rebate	AXA	-£ 1,100.24	-£ 706.19	£ 39,754.21	180.46%
Commercial Legal Expenses	Abbey	£ 244.36	£ 244.36		
Customer Service Charge	Towergate	£ 300.00	£ 7,000.00	£ 6,700.00	2233.33%
Personal Accident	Aviva	£ 268.83	£ 371.41	£ 102.58	38.16%
Engineering Inspection	Allianz	£ 8,345.27	£ 8,864.00	£ 518.73	6.22%
Engineering Insurance	Allianz	£ 2,435.47	£ 5,120.00	£ 2,684.53	110.23%
Professional Indemnity	Dual	£ 1,680.00	£ 2,240.00	£ 560.00	33.33%
Management Liability	Dual	£ 1,488.48	£ 1,940.60	£ 452.12	30.37%
<b>TOTAL PREMIUM</b>		<b>£ 54,517.19</b>	<b>£ 105,355.98</b>	<b>£ 50,838.79</b>	<b>93.25%</b>

The committee discussed each policy individually, as follows.

### Motor Fleet

Mr J Cooke highlighted that there is only a very slight increase in the Motor Fleet insurance premium.

The Chief Executive questioned whether it would be worth considering increasing the excess? Mr J Cooke responded that if the excess was perhaps £1,000 - £1,500, there would probably be a 5% - 10% claim reduction. The insurers would look at claims experience and with the Board having claimed very little, the insurer would most likely take the view that they wouldn't save that much even with the increased excess. Mr J Cooke concluded that it would be worth investigating.

The Chief Executive questioned what excess the farmer members of the committee used on their vehicles? It was noted that the farm members have an excess of £500 - £1,000.

Mr M Rollinson questioned that value of the fleet being insured? Mr J Cooke responded that it is almost £1 million.

Mr P Holmes questioned whether named drivers, restricted drivers etc. had been considered? Mr J Cooke explained that it is currently 'any authorised driver', noting that it may reduce if it could be changed to anybody over the age of 25.

### Commercial Combined

Mr J Cooke highlighted the 2021/22 quoted premium for this policy of £61,389.10, informing the committee that £46,000 of that is in respect of pumping stations and pumping equipment.

Mr J Cooke suggested that some elements could be changed such as catastrophic claims only, insuring surface building structures only, removing fire insurance on submersible pumps etc.

Mr J Cooke explained to the committee that insurers are currently not very comfortable with 'big numbers' and the value of the buildings and pump equipment being insured is c£60 million.

Mr J Cooke acknowledged the steep increase of £39,754.21 from last year to this year. Mr M Rollinson questioned why there is such an increase and if a revaluation had been done to cause it? Mr J Cooke confirmed there has been no revaluation, explaining that he became involved a few years ago when a revaluation was done and that the NFU quoted a premium of approximately £50,000, but a different insurer quoted a lot cheaper at approximately £20,000. Mr J Cooke highlighted that there can't be that much difference in insurers forever, also noting that although IDB's can't be compared like for like, the premium in the past for sums insured was undervalued in comparison, whereas the rates that are now being quoted are the same as most other IDBs. However, Mr J Cooke also noted that there is no other IDB with the level of sum insured of £60 million.

Mr P Holmes noted that although the total is £60 million, the pumping stations are so remote and independent from one another, that at any one given point, if something were to happen to one pumping station, it wouldn't impact the others. Mr J Cooke noted that the insurers are typically more concerned about natural disasters such as flooding. The Chairman noted that the Environment Agency (EA) would be liable, the Chief Executive noted that he wouldn't want to be reliant on the EA to replace / partly replace a pumping station.

Mr M Brookes noted that is not much time to deal with this, as the insurance renewal is due on 30<sup>th</sup> September (tomorrow). Mr J Cooke noted that it has been extended until the 1<sup>st</sup> October (Friday). The Chief Executive questioned whether it could be extended any further? Mr J Cooke explained that if the Board wanted to rearrange and make amendments to the current policy, he would suggest renewing it and then making the changes afterwards. Mr J Cooke added that if the Board are considering whether they want to continue with all of the current policies, then they may or may not extend any further.

Mr J Cooke added that he has seen similar increases universally and the Chief Executive questioned how it has been resolved with other clients? Mr J Cooke explained that some clients have paid the increase, he has created new policies such as a catastrophe policy with an excess of £100,000 with any claim under £100,000 not insured.

Mr M Rollinson suggested the concept of self-insurance. Cllr P Bedford noted that Boston Borough Council self-insure and that they have seen a big saving from doing so.

Mr J Fowler questioned whether the Board has ever had a pumping equipment or building claim? The Finance Manager noted that, in the past 12 years he has been here, there has been two claims, one at approximately £46,000 and one at £1,891.

The Chief Executive noted that maintenance of assets is proactive within the Board.

The breakdown of the commercial combined policy cost was outlined as below:

- Plant £46,000
- Employers liability £8,000
- Public liability £6,500
- Business Interruption £887
- Goods in Transit £150
- Money & Malicious Attack £100
- Contractors or Risks (Hired Plant) £2,500
- General Equipment (fuel tanks, stock, computers, laptops etc.) £350
- The balance being insurance premium tax.

Discussion returned to the concept of self-insurance; the Finance Manager noted that a separate reserve within the General Reserve would be preferable.

Mr M Rollinson and the Chairman noted that they felt self-insuring the pumping stations is a more attractive option than the £100,000 excess catastrophe policy. Mr J Cooke acknowledged this but noted he would look into the catastrophe policy anyway to see what discount it would generate. The Chief Executive highlighted it is important to get this figure from Mr J Cooke so that the Board are able to compare their options and make an informed decision.

The Finance Manager questioned how much Mr J Cooke estimated the depot and Board's bungalow would be out of the £46,000, as they would both need to continue to be insured in his opinion. Mr J Cooke estimated £600 for the depot.

Mr M Rollinson questioned whether the underwriters are worried about climate change? Mr J Cooke felt there was an element of that in it, but that it is not the main reason for the increase in premium. Mr J Cooke felt it was more a result of a multitude of factors coming at the same time, one being that insurers have made very little money on underwriting over the past twenty years, there has been a lot of competition and there is now suddenly no competition and a shortage. Mr J Cooke also highlighted to the committee that the regulators have imposed 'solvency 2' which means that insurers have to keep more of their liquid funds set aside from day to day business, which means they have less money available to pay claims and therefore are not able to take on so many policies, the only option being to increase revenue which has led to an increase in premium.

The Chief Executive therefore questioned if it is becoming more difficult to agree a settlement on insurance claim? Mr J Cooke acknowledged that if it is a genuine claim there will be no issues.

The Finance Manager noted that the old value, without substructures, was £35.5 million. If 15% is added on to bring it in line with current prices that equates to a value of £41 million. The value is therefore being reduced from £64 million (excluding depot and bungalow) to £41 million. The Finance Manager noted that previously, the substructures for Kirton Marsh Pumping Station and Wyberton Pumping Station were left in the insurance due to being on the sea bank.

All AGREED that three figures are required from Mr J Cooke:

- Premium with the £100,000 catastrophe policy
- Premium with no pumping stations insured
- Premium with pumping stations insured (substructures removed – pumps below ground still included)

#### Customer Service Charge

Mr J Cooke explained that instead of the commission being a percentage of the premium, has included a separate figure, as he wouldn't feel comfortable earning commission on £61,000 (commercial combined policy premium).

#### Engineering Insurance

Mr J Cooke explained that engineering insurance is breakdown and unforeseen damage to equipment, excluding fire and theft.

The Chairman questioned whether this is necessary, as it would be part of repairs anyway.

Mr J Cooke confirmed that the excess is £1,000 but increases to £2,500 for some submersible pump claims.

The Chairman noted that he would be prepared to self-insure this element as it would form part of general maintenance anyway.

The Finance Manager added that the Board has never claimed on this policy, there are perhaps things that could have been claimed but never were.

The Chief Executive noted that it is primarily about managing risk.

All AGREED to remove the engineering insurance policy.

#### Engineering Inspection

Mr J Fowler questioned whether the engineering inspection are all legally required inspections?

It was confirmed that the Lifting Operations and Lifting Equipment Regulations (LOLER) is legally required for the overhead cranes, nifty lift, chains and harnesses etc. There are 362 items covered in total, with the Finance Manager of the opinion that the LOLER inspections would only make up a quarter of that. The Finance Manager also noted that when inspections have been carried out previously, sometimes the inspections have not even been carried out due to the pumps being submerged.

Mr J Cooke noted that he will begin with taking out the pumps, potentially also the electrical panels (each panel is classed as a separate item). Mr J Cooke further referenced Power Operating Machinery Regulations which relates to content such as this. Mr J Cooke noted the requirement to risk assess all the items, noting the only potential exposure if somebody was injured as a result of self-inspection. The responsibility would then solely rest with the Board and somebody qualified would be required to conduct those risk assessments.



Mr M Rollinson suggested that the below figures are required:

- The premium with the submersible pumps removed
- The premium with everything removed except those that are legally obliged

The Finance Manager noted that all of the items will still be on variable sites and so the inspector will still have to visit the various sites but with less to complete once there, highlighting his concern that the cost per item will increase.

#### Professional Indemnity

The Finance Manager explained that this is at a set level for the Public Sector Cooperation Agreement (PSCA). It is for design and construct; the Board only construct with PSCA work and questioned whether professional indemnity is required for anything else, noting that the Board don't give advice.

Mr M Rollinson acknowledged that the Board have to have it but felt a 33% increase was high considering the Board have never claimed on it also. Mr J Cooke noted that for the design and construct industry, a 33% increase would be considered a 'bargain'.

The Finance Manager noted that the alternative would be that if it was determined that it is not required for the Board's purposes, then it could be built into the PSCA and therefore the Environment Agency would pay.

Mr J Cooke noted that it would also provide some cover if there was an accusation of alleged professional negligence.

#### Management Liability

The Finance Manager explained that this is the policy there is a current case noted for. The Finance Manager questioned Mr J Cooke if the reasonable search declaration has had any impact on the premiums? Mr J Cooke confirmed it has had no impact. The circumstances of the Chief Executive are simply noted on the system currently.

The Finance Manager posed the question of a 2-3 week extension? Mr J Cooke responded that he wouldn't get it for all the policies.

The Finance Manager questioned if the policies that had to be renewed, would that mean the Board were committed for the full twelve months? Mr J Cooke confirmed it would be committed for twelve months.

Mr M Rollinson questioned whether there would be any benefit in going to a monthly direct debit as opposed to annual renewal? Mr J Cooke responded with 2.5% - 3% interest charge.

The Chairman noted that it is so near the renewal, that it may have to be renewed and reclaimed. Mr J Cooke noted that he has looked around the whole market and there is nothing any better so it may be a case of renewing those and then the commercial combined policy is extended until Friday so Mr J Cooke can rework some figures.

Mr P Holmes noted that if it is decided to self-insure, it could potentially be more attractive to other insurers who were uninclined to insure for the value of £65million as it would therefore be reduced.

The Finance Manager noted the difficulty of the short deadline of Friday for the Commercial Combined policy and tomorrow for the other policies.

The Finance Manager further added that it has been put out to another insurer this morning, as a whole package, questioning if all the policies are extended for two days or if that would leave the Board uninsured for that time? Mr J Cooke responded that professional indemnity, management liability and motor policies need to be renewed by midnight this evening.

Mr P Holmes questioned how long the Board's Officers have had the renewal figures? The Finance Manager explained that they were received on the 27<sup>th</sup> September, the same day they were circulated to the committee. Mr P Holmes felt it wasn't acceptable for the figures to be provided so close to the renewal date. Mr J Cooke noted that because the premiums are increasing so much, everybody is marketing every policy and so obtaining premium quotes can be difficult.

The Finance Manager noted that some other IDBs had warned to expect increases in insurance, but nothing to this extent.

The Finance Manager questioned if there is any point in looking into a long term agreement once Mr J Cooke has provided amended final figures? Mr J Cooke noted that there is no point at this stage.

The Finance Manager added that there is no reason why the insurance premium quote figures shouldn't be available for the Board to consider from the beginning of September.

The committee thanked Mr J Cooke for his attendance. Mr J Cooke left the meeting.

Mr M Rollinson suggested that the committee revisit this matter at the end of the meeting, the committee agreed.

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The committee resumed on this matter at the end of the meeting, as follows.

The Finance Manager noted that he has received an email from the NFU whilst being in the meeting, stating '*Thank you for the information. Let me know when you are free, and I will give you a call*'.

Mr M Brookes questioned whether Towergate didn't provide the quote in good time so that the Board didn't have time to get any other comparative quotes.

It was confirmed that the Finance Manager will communicate via email with the committee over the next few days regarding this matter.

All AGREED that all policies, except for Commercial Combined and Engineering Insurance, to be renewed with Towergate. The Commercial Combined policy will be dependent on alternative figures provided by Mr J Cooke and the NFU, with the potential option of self-insurance. All AGREED to use the 'reply to all' function when communicating via email about this matter so that the whole committee can see each other's opinions.

Mr M Rollinson noted that insurance is such a big matter that it may be beneficial to hold an Executive meeting solely to discuss this in the future.

The Finance Manager noted that the insurance arrangements are usually presented to the Audit & Risk Committee but have been presented to the Executive Committee this year because of the tight deadlines and huge increase in premium.

The Finance Manager also reminded that committee that it was a long term agreement taken out three years ago, at which point the rate was fixed, and so this is the first increase in three years.

(b) ATTENDEES FOR THE VIRTUAL ADA CONFERENCE

The Chief Executive noted that the invitation has been received for the virtual ADA Conference.

All AGREED to circulate the invitation to all Board Members due to it being a virtual meeting.

(c) EXTERNAL AUDIT REPORT 2020/21

The Finance Manager informed the committee that the External Auditor's report was received this morning, with nothing to note, it all being 'clean'.

Mr M Brookes, as Chairman of the Audit & Risk Committee, thanked the Finance Manager and his team for this achievement.

There being no further business the meeting closed at 17:05.



## Black Sluice Internal Drainage Board 10 Year Capital Schemes Budget

Year	Type	Scheme	Total	Grant	Local Levy	Possible Board Contribution	Drain	PS
2021/22	Drain	Leaves Lake Drove under capacity outfall and works	£ 200,000	£ 180,000		£ 20,000		
	Drain	Lane Dyke culvert replacement	£ 103,000	£ 102,000		£ 1,000		
	Drain	Graft Drain improvements	£ 60,000				£ 60,000	
	Drain	Jetting to major pipelines	£ 54,000				£ 54,000	
	Pump	Wyberton Marsh PS, Pump Refurb (Works approved)	£ 46,000					£ 46,000
	Drain	Alternative Programme access works	£ 20,000				£ 20,000	
	Drain	NFF Revetment Works	£ 341,963	£ 263,963	£ 8,000	£ 70,000		
	Pump	Sempringham PS Weedscreen Cleaner	£ 206,339	£ 206,339				
	Drain	SFF Upper Catchment NFM and Control Analysis	£ 64,800	£ 64,800				
	Pump	PS Automation & CCTV	£ 105,753		£ 105,753			
	Drain	Leaves Lake Drove, Under capacity South Forty Foot Outfall	£ 20,000	£ 20,000				
	Drain	Dunsby Fen Catchment Works	£ 20,000	£ 20,000				
	Drain	Flood Alleviation Scheme Horbling Town Beck	£ 20,000	£ 20,000				
	Drain	Bicker Fen Catchment Works	£ 20,000	£ 20,000				
	Drain	Ewerby Fen Catchment Works	£ 20,000	£ 20,000				
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000	
			£ 1,306,855	£ 917,102	£ 113,753	£ 91,000	£ 139,000	£ 46,000
2022/23	Drain	Ewerby Fen Catchment Works	£ 530,000	£ 410,000	£ 70,000	£ 50,000		
	Drain	Graft Drain improvements	£ 60,000				£ 60,000	
	Drain	Dowsby Lode Catchment Works	£ 45,000	£ 20,000		£ 25,000		
	Drain	Haconby Fen Catchment Works	£ 20,000	£ 20,000				
	Drain	Alternative Programme access works	£ 20,000				£ 20,000	
	Pump	Dyke Fen PS, refurbish 1 pump motor	£ 3,000					£ 3,000
	Pump	Dunsby Fen PS, refurbish 1 pump motor	£ 3,000					£ 3,000
	Pump	Gosberton Fen PS refurbish 1 pump motor	£ 4,000					£ 4,000
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000	
			£ 690,000	£ 450,000	£ 70,000	£ 75,000	£ 85,000	£ 10,000
2023/24	Drain	Horbling Town Beck Flood Alleviation scheme	£ 525,000	£ 410,000	£ 95,000	£ 20,000		
	Drain	Dunsby Fen Catchment Works	£ 335,000	£ 230,000	£ 55,000	£ 50,000		
	Pump	Great Hale Fen PS refurbish weedscreen cleaner	£ 75,000					£ 75,000
	Drain	Jetting to major pipelines	£ 40,000				£ 40,000	
	Pump	Dyke Fen PS, refurbish 1 pump and 1 motor	£ 25,000					£ 25,000
	Drain	Quadring North Fen roadside revetment	£ 24,000				£ 24,000	
	Drain	Alternative Programme access works	£ 20,000				£ 20,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000	
			£ 1,049,000	£ 640,000	£ 150,000	£ 70,000	£ 89,000	£ 100,000
2024/25	Drain	NFF Desilting	£ 65,000				£ 65,000	
	Drain	Bicker Fen Catchment works	£ 325,000	£ 275,000	£ 1,000	£ 49,000		
	Drain	Dowsby Lode Catchment Works	£ 245,000	£ 245,000				
	Drain	Jetting to major pipelines	£ 60,000				£ 60,000	
	Pump	Ewerby Fen PS Replace control panel	£ 60,000					£ 60,000
	Pump	Kirton Marsh PS refurbish 1 pump and 1 motor	£ 30,000					£ 30,000
	Drain	Dyke Fen (New Dyke) revetments	£ 25,000				£ 25,000	
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000	
			£ 815,000	£ 520,000	£ 1,000	£ 49,000	£ 155,000	£ 90,000
2025/26	Drain	Claydyke desilting	£ 65,000				£ 65,000	
	Drain	Haconby Fen Catchment Works	£ 280,000	£ 255,000		£ 25,000		
	Drain	Dowsby Fen Catchment Works	£ 300,000	£ 275,000		£ 25,000		
	Pump	Damford PS replace control panel	£ 65,000					£ 65,000
	Drain	Jetting to major pipelines	£ 50,000				£ 50,000	
	Drain	Dyke Fen (New Dyke) revetments	£ 35,000				£ 35,000	
	Drain	NFF Desilting	£ 20,000				£ 20,000	
	Pump	Haconby PS refurbish axial flow pump	£ 25,000					£ 25,000
Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
			£ 845,000	£ 530,000	£ -	£ 50,000	£ 175,000	£ 90,000
2026/27	Drain	Claydyke desilting	£ 65,000				£ 65,000	
	Drain	SFFD Desilting Guthrum to Blackhole Drove PS	£ 60,000				£ 60,000	
	Drain	Jetting to major pipelines	£ 50,000				£ 50,000	
	Pump	Gosberton Fen PS Refurbish 3 x axial flow pumps	£ 40,000					£ 40,000
	Pump	Haconby Fen PS Replace control panel	£ 35,000					£ 35,000
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000	
			£ 255,000	£ -	£ -	£ -	£ 180,000	£ 75,000
2027/28	Drain	SFFD Desilting Guthrum to Blackhole Drove PS	£ 80,000				£ 80,000	
	Drain	Jetting to major pipelines	£ 50,000				£ 50,000	
	Pump	Cooks Lock p/s refurbish weedscreen cleaner	£ 50,000					£ 50,000
	Drain	New Hammond Beck Desilting	£ 40,000				£ 40,000	
	Pump	Bicker Fen replacement control panel	£ 33,000					£ 33,000
	Pump	Bicker Fen 1 x axial flow pump refurb	£ 15,000					£ 15,000
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000	
			£ 273,000	£ -	£ -	£ -	£ 175,000	£ 98,000
2028/29	Drain	Old Hammond Beck Desilting	£ 80,000				£ 80,000	
	Drain	Jetting to major pipelines	£ 60,000				£ 60,000	
	Pump	Donington NI refurbish 3 x axial flow pumps	£ 43,000					£ 43,000
	Pump	Kirton Marsh p/s replace control panel	£ 37,000					£ 37,000
	Drain	Bourne Fen 28/10 Revetment	£ 30,000				£ 30,000	
		To be allocated	£ 15,000				£ 15,000	
	Pump	Helpingham p/s new roof	£ 11,000					£ 11,000
	Drain	General culvert replacement contributions	£ 5,000				£ 5,000	
			£ 281,000	£ -	£ -	£ -	£ 190,000	£ 91,000
2029/30	Drain	Jetting to major pipelines	£ 60,000				£ 60,000	
	Pump	Chain Bridge p/s refurbish 3 x axial flow pumps	£ 45,000					£ 45,000
	Drain	Gosberton pump drain desilting/pump inspection	£ 40,000				£ 40,000	
	Drain	Dowsby Fen pump drain desilting/pump inspection	£ 40,000				£ 40,000	
	Pump	Quadring Fen p/s replace control panel	£ 40,000					£ 40,000
	Pump	Allen House p/s replace control panel	£ 32,000					£ 32,000
	Drain	Chain Bridge pump drain desilting/pump inspection	£ 20,000				£ 20,000	
		To be allocated	£ 8,000				£ 8,000	
Drain	General culvert replacement contributions	£ 5,000				£ 5,000		
			£ 290,000	£ -	£ -	£ -	£ 173,000	£ 117,000



## PLANT REPLACEMENT BUDGETS 2022/23

Existing Plant/Equipment	Year Purchased	Hours / Miles	Age	Replace Year	New Plant	Cost	Trade in	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Brought Forward		As at December 2020						£275,819	£110,629	£148,805	£39,435	£92,097	£50,072	£122,043	-£64,055	-£37,742	£57,576
Twiga SPV2 (2015)	2015/16	5322 hrs	8 years	2023/24	Twiga/Herder?	£275,000	£35,000			£240,000							
Twiga SPV2 (2019)	2019/20	1721 hrs	8 years	2027/28	Twiga/Herder?	£289,880	£35,000							£254,880			
Twiga SPV2 (2017)	2017/18	3421 hrs	8 years	2025/26	Twiga/Herder?	£279,800	£35,000					£244,800					
Aebi T211	2016/17	2833 hrs	9 years	2028/29	Aebi & Rear Flail	£80,000	£25,000								£55,000		
Hitachi ZX 210LC-5B	2016/17	5785 hrs	8 years	2024/25	20T Excavator	£150,000	£40,000				£110,000						
Unimog	2020/21	42,047 km	8 years	2028/29	New unimog	£148,000	£36,000								£112,000		
JCB 130 Telescopic LR	2019/20	3290 hrs	8 years	2027/28	13T Telescopic Exc.	£105,000	£23,500							£81,500			
JCB 145 Standard & LR	2019/20	2346 hrs	8 years	2026/27	13T LR	£138,000	£25,000					£113,000					
JCB 145 Telescopic LR	2013/14	8807 hrs	8 years	2021/22	16T Telescopic Exc	£130,000	£25,000	£105,000								£120,750	
JCB 130 Telescopic LR	2014/15	8836 hrs	8 years	2022/23	13T Telescopic Exc.	£110,000	£22,000		£88,000								£101,200
JCB 531 Teleporter	2012/13																
Vauxhall (Fitter)	2019/20	26,695 miles	7 years	2026/27	Fitters Van	£17,000	£3,000						£16,000				
Mitsubishi(Pump Engineer)	2019/20	31,478 miles	4 years	2023/24	Pick-Up	£26,000	£5,000			£21,000				£22,302			
Mitsubishi(Works Supervisor)	2019/20	59,238 miles	4 years	2023/24	Pick-Up	£26,000	£4,000			£22,000				£23,364			
Mitsubishi(Pump Maintenance)	2019/20	25,760 miles	4 years	2023/24	Pick-Up	£26,000	£5,000			£21,000				£22,302			
Mitsubishi (Works Manager)	2019/20	18,350 miles	4 years	2024/25	Pick-Up	£26,000	£5,000				£21,000				£22,302		
Vauxhall Tipper	2012/13	89,643 miles	9 years	2021/22	Tipper	£28,500	£8,000	£20,500									£24,026
Dump Trailer 1	2006		16 years	2022/23	Dump Trailer	£19,500			£19,500								
Low Loader Trailer	2020/21		16 years	2020/21	Low Loader	£27,000	£2,000										
Tipping Trailer								£5,000									
4m Trailer								£5,000									
100mm Self priming Pump			15 years	2022/23		£22,000			£22,000								
Vibrating piling hammer	2015/16		20 years	2035/36													
150mm Portable Pump	2006		15 years	2022/23		£30,000			£30,000								
Compressor	2008		18 years	2023/24		£6,000							£6,000				
Weedbaskets								£6,000		£7,000	£7,000	£7,000	£7,000		£7,000	£8,000	£8,000
Lawnmower & Trailer etc	2016/17		8 Years	2024/25		£17,000	£2,000				£15,000						
Fuel Tanks								£2,500									
Drott				2021/22		£50,000		£50,000								£3,000	
8" Mobile Pump			20 Years					£52,600									
Depot Repairs for H&S								£12,390									
Transfer to General Reserve								£100,000									
Net Spend from Plant Reserve								£358,990	£159,500	£311,000	£153,000	£251,800	£142,000	£404,348	£196,302	£131,750	£133,226
Generated								£193,800	£197,676	£201,630	£205,662	£209,775	£213,971	£218,250	£222,615	£227,068	£231,609
Balance C/F								£110,629	£148,805	£39,435	£92,097	£50,072	£122,043	-£64,055	-£37,742	£57,576	£155,959



**BLACK SLUICE INTERNAL DRAINAGE BOARD**  
**EXECUTIVE COMMITTEE - 29 SEPTEMBER 2021**

**AGENDA ITEM 12(c)(iii)**

**Reconstitution of the Board in 2023**

**Introduction**

In the current financial year, the amount collected from Special Levies on councils is expected to be greater than income from Agricultural Drainage Rates. It is a requirement of the Land Drainage Act 1991 that

*“The number of appointed members of an internal drainage shall be determined, in accordance with the following provisions of this paragraph for the period 1<sup>st</sup> April 1993 to 31<sup>st</sup> March 1996 and each succeeding three-year period beginning with 1<sup>st</sup> April.”*

The next review required of the number of appointed members is 1<sup>st</sup> April 2023 where the number of appointed members should be more than the number of Agricultural members by one;

*“The number of appointed members of an Internal Drainage Board shall not exceed by more than one the number of other members of the board”*

The current make-up of the Board is 11 Elected Members and 10 Appointed Members, to adjust this without reviewing the electoral districts and the number of seats in each district would require 2 additional appointed members, increasing the size of the Board from 21 members to 23.

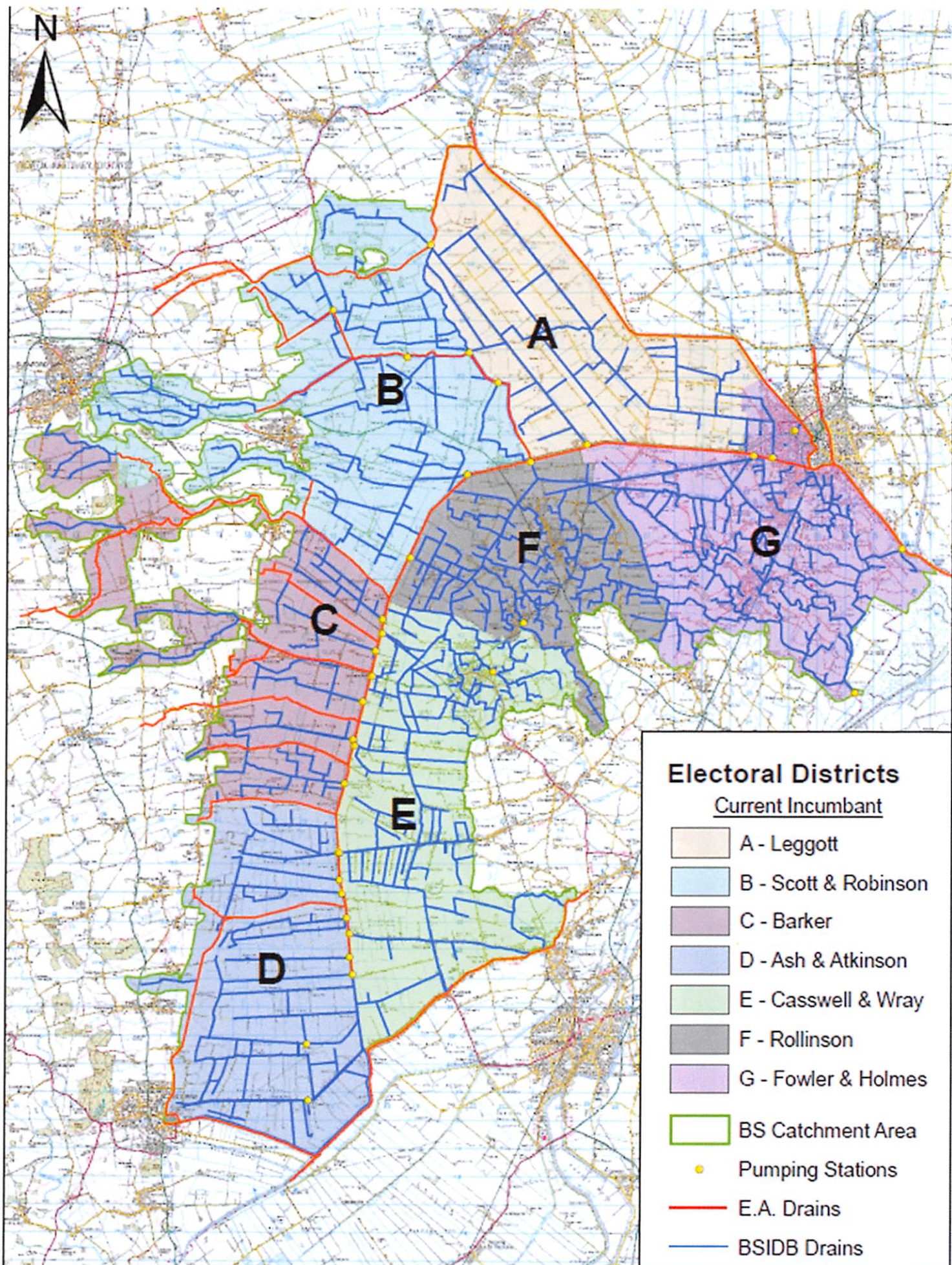
	Current Number of Seats	Assessable Value at 28/07/2021	Seats by % Assessable Value (21 Members)	2023 Review Seats by % Assessable Value
Elected Members			11	11
Appointed Members			10	12
<b>Total Board Members</b>			<b>21</b>	<b>23</b>
A	1	£ 1,190,823	1.57	1.57
B	2	£ 1,610,575	2.12	2.12
C	1	£ 775,217	1.02	1.02
D	2	£ 981,761	1.29	1.29
E	2	£ 1,594,552	2.10	2.10
F	1	£ 863,930	1.14	1.14
G	2	£ 1,323,259	1.75	1.75
	<b>11</b>	<b>£ 8,340,117</b>		<b>11</b>
BBC	7	£ 6,404,543	7.60	9.12
SHDC	1	£ 1,022,282	1.21	1.46
SKDC	1	£ 461,216	0.55	0.66
NKDC	1	£ 541,248	0.64	0.77
	<b>10</b>	<b>£ 8,429,289</b>		<b>12</b>
<b>Total Assessable Value</b>	<b>21</b>	<b>£ 16,769,406</b>		<b>23</b>

Below is a table showing all the other potential options but with seven electoral districts the easiest to adopt would be a total of fifteen Board members with one in each electoral district and then eight appointed members.

There is no reason the electoral districts could not be amended but this would take considerably more time and work.

	Current Number of Seats	Assessable Value at 28/07/2021	Seats by % Assessable Value (21 Members)	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value	2023 Review Seats by % Assessable Value
Elected Members			11	11	10	9	8	7	6	5	4	3	2	1	0
Appointed Members			10	12	11	10	9	8	7	6	5	4	3	2	1
Total Board Members			21	23	21	19	17	15	13	11	9	7	5	3	1
A	1	£ 1,190,823	1.57	1.57	1.43	1.29	1.14	1.00	0.86	0.71	0.57	0.43	0.29	0.14	0.00
B	2	£ 1,610,575	2.12	2.12	1.93	1.74	1.54	1.35	1.16	0.97	0.77	0.58	0.39	0.19	0.00
C	1	£ 775,217	1.02	1.02	0.93	0.84	0.74	0.65	0.56	0.46	0.37	0.28	0.19	0.09	0.00
D	2	£ 981,761	1.29	1.29	1.18	1.06	0.94	0.82	0.71	0.59	0.47	0.35	0.24	0.12	0.00
E	2	£ 1,594,552	2.10	2.10	1.91	1.72	1.53	1.34	1.15	0.96	0.76	0.57	0.38	0.19	0.00
F	1	£ 863,930	1.14	1.14	1.04	0.93	0.83	0.73	0.62	0.52	0.41	0.31	0.21	0.10	0.00
G	2	£ 1,323,259	1.75	1.75	1.59	1.43	1.27	1.11	0.95	0.79	0.63	0.48	0.32	0.16	0.00
	11	£ 8,340,117		11	10	9	8	7	6	5	4	3	2	1	0
BBC	7	£ 6,404,543	7.60	9.12	8.36	7.60	6.84	6.08	5.32	4.56	3.80	3.04	2.28	1.52	0.76
SHDC	1	£ 1,022,282	1.21	1.46	1.33	1.21	1.09	0.97	0.85	0.73	0.61	0.49	0.36	0.24	0.12
SKDC	1	£ 461,216	0.55	0.66	0.60	0.55	0.49	0.44	0.38	0.33	0.27	0.22	0.16	0.11	0.05
NKDC	1	£ 541,248	0.64	0.77	0.71	0.64	0.58	0.51	0.45	0.39	0.32	0.26	0.19	0.13	0.06
	10	£ 8,429,289		12	11	10	9	8	7	6	5	4	3	2	1
Total Assessable Value	21	£ 16,769,406		23	21	19	17	15	13	11	9	7	5	3	1





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**Black Sluice I.D.B. Electoral Districts**

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**Date: February 2012**

**Scale:**



## **BLACK SLUICE INTERNAL DRAINAGE BOARD**

### **MINUTES**

of the proceedings of a meeting of the Audit & Risk Committee

held at the Offices of the Board on  
12<sup>th</sup> October 2021 at 2pm

#### **Members**

Chairman - \* Mr M Brookes

* Mr W Ash	Mr V Barker
Mr R Leggott	* Mr N Scott
* Cllr R Austin	* Cllr S Walsh

\* Member Present

In attendance: Mr I Warsap (Chief Executive)  
Mr D Withnall (Finance Manager)

#### 1862 **RECORDING THE MEETING - Agenda Item 1**

Committee members were informed that the meeting would be recorded.

#### 1863 **APOLOGIES FOR ABSENCE - Agenda Item 2**

Apologies for absence were received from Mr R Leggott, Mr W Ash and Mr V Barker.

#### 1864 **DECLARATIONS OF INTEREST - Agenda Item 3**

No declarations of interest were received.

#### 1865 **MINUTES OF THE LAST MEETING - Agenda Item 4**

Minutes of the last meeting held on 10<sup>th</sup> May 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

#### 1866 **CONFIDENTIAL MINUTES OF THE LAST MEETING - Agenda Item 5**

Confidential Minutes of the last meeting held on 10<sup>th</sup> May 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

1867 MATTERS ARISING - Agenda Item 6

(a) POLICY 01: RISK MANGEMENT STRATEGY

1.1(b) Fluvial flooding from failure or overtopping of defences

It was confirmed that the Environment Agency (EA) documentation required, will be discussed at Minute 1869(e).

Cllr R Austin noted his previous concern about the Nav Lock doors not opening as wide as they could. The Finance Manager explained that at the Northern Works Committee Inspection, the EA staff addressed this on the site visit, explaining that a permanent solution is being developed so that they can open wider.

1868 RECEIVE THE ANNUAL RETURN INCLUDING EXTERNAL AUDITORS' OPINION FOR 2020/21 - Agenda Item 7

The Chairman informed the committee that no issues have been identified, it is a 'clean' report.

The Chairman, and committee, expressed their thanks to the Finance Manager and team to achieve this.

All AGREED to receive the Annual Return including External Auditors Opinion for 2020/21.

1869 TO REVIEW THE FOLLOWING BOARD'S POLICIES - Agenda Item 8

The Finance Manager explained that these are polices that have been identified for review and any changes have been made in red and any additional notes made in green.

(a) ANNUAL ACCOUNTS

The Chairman noted that all the committee are considering with the annual accounts is their format.

The Finance Manager explained that they are in UK Generally Accepted Accounting Principles (GAAP) format, from when we were required to produce financial statements in that format, and show a lot more detail than the annual return.

The Committee RESOLVED to recommend that the format of the Annual Accounts be approved at the next Board meeting.

(b) POLICY (B): LAND DRAINAGE BYELAWS

The Finance Manager explained that these byelaws were presented to the Board in 2017 but were never signed off by Defra. There are very few differences between the current byelaws and those proposed now.

The Finance Manager noted the 'revocation' paragraph (32) which should be the following date; 3<sup>rd</sup> March 1989.

The Finance Manager noted that these are to be agreed by IDBs across the country and so all IDBs will be working to the same byelaws.

Cllr R Austin questioned if there was a particular byelaw that generates the Board more work than others?

The Finance Manager referenced Andrew Scott, the Board's Planning & Byelaw Officer, who's job is predominantly generated from the byelaws. The Finance Manager further noted the importance of these byelaws and enforcing them to ensure that the Board's system is maintained and works.

The Chief Executive added that the most time consuming Byelaw 10 – 'No obstructions within 9 metres of the edge of the watercourse'.

The Finance Manager noted that the signatures will be made by the Chairman and Chief Executive as opposed to the Chairman and Clerk.

The Committee RESOLVED to recommend that the Land Drainage Byelaws (Policy (B)) be approved at the next Board meeting.

(c) POLICY No. 04: PROCUREMENT

The Finance Manger explained that there are two elements behind the proposed changes:

- To introduce the Works & Engineering Manager into the allowance of £2,000 – £10,000, which also introduces him into the management team definition.
- To introduce some control to budgets. Proposed paragraphs 4.2(c), 4.3(a) and 7.4 were highlighted to the committee. These additions provide more consideration to the budgets and earlier awareness of overspend.

The Chairman suggested that an additional paragraph needed to be added to reflect the current restrictions in the Chief Executive's role.

The Finance Manager and Chairman suggested the following:

*8. Addendum*

*From 12 May 2021, all duties and responsibilities included in this policy of the Chief Executive Officer are delegated to the Operations Manager until further notice.*

It was noted that this statement should also be added to the Financial Regulations (Policy No. 03) and Delegation of Authority (Policy No. 10). In regard to the Delegation of Authority, it will only relate to the three financial responsibilities.

The Finance Manager noted that he can show this to the Internal Auditor prior to the Board meeting.

The Committee RESOLVED to recommend that the Procurement Policy (No. 04) be approved at the next Board meeting, with the proposed additional paragraph as shown above.

The Committee RESOLVED to recommend that the Financial Regulations (No. 03) be approved at the next Board meeting with the proposed additional paragraph as shown above.

The Committee RESOLVED to recommend that the Delegation of Authority (No. 10) be approved at the next Board meeting, with the proposed additional paragraph as shown above.

(d) POLICY No. 08: RELAXATION OF BOARD BYELAW No. 10 (9 METRE BYELAW)

The Chief Executive explained that there are no proposed changes to this policy.

The Committee RESOLVED to recommend that the Relaxation of Board Byelaw No. 10 (9 Metre Byelaw) Policy (No. 08) be approved at the next Board meeting.

(e) POLICY No. 13: EMERGENCY RESPONSE PLAN

The Chief Executive presented the policy, page by page, highlighting some of the key changes, noting that confidential information has been removed.

- Page 12 – Metric gauge boards have been implemented on the South Forty Foot Drain (SFFD) outfalls. Imperial measurement used to be the lead, and so this has been changed to metric units. More information has also been included regarding the new telemetry control system.

Cllr S Walsh noted that there is nothing included in the paragraph regarding the telemetry control for if it fails.

All AGREED to include the back up of manual control if the telemetry control failed.

- Page 14 – The Chief Executive explained that the Pump Engineer and Finance Manager have used the knowledge from previous events to amend and simplify the table, showing target winter levels, target summer levels and the emergency profile levels.

The Chief Executive noted that the Environment Agency (EA) include this document within their own emergency plan. Further questioning how the EA's documentation regarding the operation of the Nav Lock should be incorporated with this document (when received)? All AGREED that the documentation be an appendix to the Emergency Response Plan.

The Chief Executive reminded the committee that he was assured by the EA that this documentation would be completed and published by the end of September 2021. On the 23<sup>rd</sup> September 2021, the Operations Manager questioned the EA about when it would be available and received the following response;

*'The emergency contingency plan is with the catchment engineer to be signed off and until it is finalised, I don't feel it's best to share it wider. The best I can do is some screenshots to show the structure of the document.'*

*The operations and mechanical manual for the gravity sluice is made up of big documents. The lock, for example, has three large folders I believe, and I would need to check the protocol for sharing these. Again, we do have the operational detail in the contingency plan which I can extract to give a summary to the committee.'*

The Chief Executive also noted that he has requested the attendance of EA employees at the Board meeting in November to introduce this documentation to the Board.

The Chief Executive introduced the extracts provided by Abi Jackson at the EA, noting that Abi has summarised extracts from the document, as opposed to screenshots.

The Chief Executive presented the slides provided by Abi Jackson.

The Chief Executive expressed he is feeling more secure, seeing this in writing, having never seen it from the EA in writing before. The Chief Executive noted that he will circulate these slides with the committee following the meeting.

Cllr R Austin noted that he doesn't understand the EA's reluctance to share.

#### Black Sluice Outfall & Lock: Operational Overview

The first set of slides summarised the following points:

- Outfall and lock combined operational overview in normal times
- Managing levels in the South Forty Foot Drain (SFFD) during high rainfall events
- Duty Officer Procedures

The Chief Executive noted that this documentation, when received, will form the appendix of the Emergency Plan, as agreed previously.

Cllr S Walsh noted that the documentation will make them more accountable.

#### Black Sluice Operational Contingency Plan (OCP)

The second set of slides summarised the Black Sluice Complex Operational Contingency Plan (OCP). The Chief Executive explained to the committee that this documentation considers a plan for if the complex failed. Further explaining that a few years ago, the Chief Executive introduced Van Heck to Black Sluice Pumping Station (Boston) and asked them to provide a quote for a contingency plan to be passed onto the EA. Van Heck also looked at Holland Fen Pumping Station and Chain Bridge Pumping Station and the Board have purchased their recommendations for those two pumping stations, whilst also using those recommendations to produce a contingency plan for all the Board's pumping stations. The Chief Executive noted that these slides are not very detailed and so, dependant on the document contents, once received, the Board may challenge them about their contingency plan. The Chief Executive also noted that pumps have to be as close to water level as possible. Cllr R Austin noted The Range carpark.

The Chief Executive highlighted the list of contingency plan scenarios covered in the Black Sluice Complex OCP, noting that the scenario of both pointing doors failing is not included on this list, but added that it could be a mistake in collating the list for this presentation.

The Chief Executive explained that the Board need to understand if part of their contingency plan involves allowing the South Forty Foot Drain (SFFD) to fill and overtop at low spots. If this is the plan, then the Board need to be aware where the low spots are.

**Black Sluice Complex Operation and Maintenance Manual**

The Chief Executive noted that the MEICA elements (Mechanical, Electrical, Hydraulic, Civil) are complex, and Abi has suggested that Jamie (EA Pump Engineer at Black Sluice Pumping Station (Boston) prior to its decommission) would be the best person to introduce this to the Board's operational and engineering team.

The Chairman suggested that a link to the documentation may be as beneficial as including the whole document itself.

Cllr R Austin noted that when speaking with Abi Jackson previously, Hubberts Bridge was identified as a 'pinch point', meaning that the water levels upstream of the bridge are higher than downstream.

The Chief Executive added that when funding was obtained to increase three pumps to five pumps at Black Sluice Pumping Station (Boston) pinch points and friction banks were identified for removal to ensure the quantities of water could reach the increased pumps. However, the pinch point and friction banks work was never completed.

The Chief Executive noted that he wants to give the EA a time limit to publish these documents in full. All AGREED that the Board should set a timeline for the EA to make the documentation available. The Chairman noted that if EA employees are attending the Board meeting then they may be able to suggest how long they think it will take.

The Committee RESOLVED to recommend that the Emergency Response Plan (Policy No. 13) be approved at the next Board meeting.

**1870 RECEIVE THE CATALOGUE OF BOARD POLICIES WITH RECOMMENDED APPROVAL DATES - Agenda Item 9**

The Finance Manager noted that, on the request of the Internal Auditor, the Financial Regulations (Policy 03) has been changed to a three year review. Therefore, suggesting that the Procurement Policy (Policy 04) and Delegation of Authority (Policy 10) should also be changed to a three year review, as they all tie in together. All AGREED.

The Finance Manager also noted that Insurance Arrangements will be presented in April 2022 also.

The Committee AGREED that the Catalogue of Board Policies be adopted with the above amendments.

**1871 TO REVIEW THE RISK REGISTER - Agenda Item 10**

The Finance Manager noted the amended risk register circulated separately to the agenda. The change being to Risk 1.8 – Loss of Senior Staff. It was agreed at a previous meeting to change the potential impact to 'medium' and potential likelihood to 'high' giving a risk score of 6. This change had not been made but has now in the amended version.

The committee reviewed the risks with a risk score of 6 or above:



### 1.1(b) Fluvial flooding from failure or overtopping of defences

The slides previously presented from the EA gives encouragement that the EA documentation being awaited will be forthcoming. Progress has been made, but the risk score cannot yet be decreased due to only seeing draft snippets of the documents. All AGREED.

### 1.8 Loss of Senior Staff

This will be resolved by the next meeting, one way or another, at which point the committee will review the risk again. All AGREED.

Cllr S Walsh questioned whether Risk 1.9 – Insufficient funds to carry out works needing considering? The Finance Manager noted he doesn't believe it is at that point yet, with more information to come regarding availability of finances in the following agenda item – insurance arrangements.

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The committee returned to this agenda item, following discussing the insurance arrangements.

The Finance Manager referenced Risk 1.3, noting the impact is 'high' and likelihood 'low', suggesting that there is no change to the risk score, but that the self-insurance and increase in reserves from 20% to 30%, should be documented within the Risk Management Strategy, which the committee will review at their next meeting in April 2022.

The committee AGREED that the Risk Register be accepted.

## 1872 RECEIVE A REPORT ON INSURANCE ARRANGEMENTS - Agenda Item 11

The Finance Manager highlighted the overall increase in insurance premium of 93.25%, further highlighting the 180.46% increase in the Commercial Combined premium.

The Finance Manager explained, regarding the Commercial Combined insurance, £45,000 of the £61,389.10 insurance premium is attributed to the £65 million worth of cover for the pumping stations, buildings contents, damage etc.

The Finance Manager continued by explaining that the Executive Committee have analysed the big increase in insurance premium, with Mr J Cooke in attendance. The Finance Manager reflected on this meeting, explaining to the committee that Mr J Cooke's reasoning for such a large increase is that it is a 'correction' to bring the Board's premium into line with current rates. Six years ago, when the initial Long Term Agreement (LTA) was made, Towergate undercut other insurers and then entered a 3 year LTA, which the Board renewed again for another 3 years at the similar rates. The insurance market has seen substantial increases, with other IDBs also seeing increases, although not to this extent.

The Finance Manager noted that because the Board were coming to the end of the LTA, quotations were sought:

- NFU – Looked at the requirement and said they wouldn't be competitive and so wouldn't quote

- Marsh Commercial Lincoln – Witham 4<sup>th</sup> IDB use these insurers. They agreed to give a quotation, but didn't, it was very hard to contact them when trying to chase the quote. The Finance Manager noted he felt that they just didn't want the work.
- Towergate – current insurer and current quotation. This was received by the Finance Manager less than a week before the renewal date, despite chasing for it. This has given very little option, and only a few days extension was given.

The Finance Manager further explained that the Executive Committee assessed the Towergate quotation and assessed the risk of self-insurance, concluding that the risk score would not change if the Board were to self-insure as opposed to insure through Towergate. The Executive Committee have therefore concluded that the Board will self-insure everything in relation to pumping stations and will increase the target on the General Reserve, over ten years, from 20% to 30%. With this self-insurance, the increase in insurance premium reduces to 4.11%. The Finance Manager also noted that the Executive Committee have also decided to remove the Engineering Insurance because it was mainly to cover the break down of pumps which is covered within the Board's day to day maintenance.

The Chairman noted that this committee usually consider and analyse the insurance arrangements, but time did not allow it this year. The Finance Manager noted that this has only been agreed for one year and so the quotes next year will be reviewed by this committee.

Cllr S Walsh questioned the Customer Service Charge? The Finance Manager explained that it used to be as a percentage of the commercial combined but, given the increase, Mr J Cooke was not comfortable in taking a percentage of that and so instead included a set figure.

Mr N Scott noted that it is an appalling service from Towergate and that the Board shouldn't use them again. Mr N Scott also felt that the service from Marsh should have been better, suggesting that Marsh London may be better as they have a division called 'public body'.

The Chairman referred back to the decision the Executive Committee has made, noting that there is a move towards self-insurance in local government now, noting that it won't take long to 'build up' the reserve to a significant amount. The Finance Manager added that 10% of about £3 million is around £300,000 over ten years. The Finance Manager noted that this won't cover all scenarios but noted that Bellwin funds should be available in major disasters as a local authority.

The Chairman noted that it is also only for one year and so there is nothing to stop the Board covering more with the insurance next year.

Mr N Scott noted that self-insurance works on a cycle; the market increases, the decision is made to self-insure and then there is a claim that isn't affordable.

Mr N Scott recommended taking out an insurance policy with £300,000 excess, as it will be cheap and cover any big claims above £300,000.

The Finance Manager added that a policy with £100,000 excess was considered but Towergate had reported it wouldn't significantly reduce the premium.

Mr N Scott was shocked by this, noting that the Board should inform the insurers of Towergate's poor service. Equally, when service is good, acknowledge that.

The committee RESOLVED to recommend that consideration be given to cover the self-insured elements (pumping stations) with an excess of £300,000, to be presented to the Executive Committee on 2<sup>nd</sup> November 2021, followed by the Board on the 23<sup>rd</sup> November.

## 1873 ANY OTHER BUSINESS - Agenda Item 12

### (a) FUTURE MEETING ARRANGEMENTS

The Chief Executive questioned if there were any concerns or opinions about holding the November 2021 Board meeting physically in the Board Room?

The Chairman responded that he would be happy for it to go ahead physically, noting that it can be a hybrid meeting, so that those who don't feel comfortable to attend physically can still attend virtually.

Mr N Scott suggested that members are requested to take a lateral flow test on the morning of the meeting. The Chairman agreed with this suggestion.

### (b) MAINTENANCE OF RIPARIAN DYKES

Cllr R Austin noted his concern around riparian dykes, being filled in or lack of maintenance etc., questioning whether the Board has enough power to deal with these scenarios? Especially noting developments.

The Chief Executive responded that if there is a problem identified by a neighbour upstream or downstream to them then that problem can be brought to the Board because it can't be resolved with the riparian owner. The Chief Executive noted that the Board have the power, through the Land Drainage Act, to request the riparian owner maintains what they are responsible for. If they don't, then the Board can, and have, maintained it, and then charged the riparian owner for the work.

The Chief Executive noted that if Cllr R Austin is identifying any issues, then please inform the Board.

The Finance Manager highlighted that the Board can only deal with it at the time it becomes a 'nuisance', as per the Land Drainage Act.

The Chairman noted that Highways have transferred powers to the IDB. The Chief Executive confirmed that the Board has a Memorandum of Understanding with Lincolnshire County Council to undertake work on their instruction.

### (c) SOUTH LINGS RESERVOIR (SOUTH LINCOLNSHIRE WATER PARTNERSHIP)

Mr N Scott asked for an update on the South Lincolnshire Reservoir, noting that the documentation published at the end of July includes photographs of land within the catchment, which has caused concern with landowners.

The Chief Executive acknowledged this, confirming that the producer wanted to show the potential reservoir and associated elements on an Ordnance Survey map for reality and scale, further confirming that the locations used are purely concept and has no bearing on the location of the reservoir. The location of the reservoir has not yet been determined; a process of fine screening is now underway to determine the potential one site in February 2022.

The Chief Executive noted that he is pushing that it is now time the landowners are involved, noting there are so many positives.

The Chairman thanked everybody for their attendance and expressed his thanks to Mr N Scott and Mr R Leggott, who will not be on the Board from 1<sup>st</sup> November 2021. The Chairman noted that their input has been appreciated and valued, wishing them luck.

There being no further business the meeting closed at 15:43.

# Annual Governance and Accountability Return 2020/21 Part 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities\*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
  - are unable to certify themselves as exempt (fee payable); or
  - have requested a limited assurance review (fee payable)

## Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2020/21

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
  - The **Annual Internal Audit Report** must be completed by the authority's internal auditor.
  - **Sections 1 and 2** must be completed and approved by the authority.
  - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2021**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2021**. Reminder letters will incur a charge of £40 +VAT:
  - the Annual Governance and Accountability Return Sections 1 and 2, together with
  - a bank reconciliation as at 31 March 2021
  - an explanation of any significant year on year variances in the accounting statements
  - notification of the commencement date of the period for the exercise of public rights
  - Annual Internal Audit Report 2020/21

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

## Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2021 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2020/21**, approved and signed, page 4
- **Section 2 - Accounting Statements 2020/21**, approved and signed, page 5

Not later than 30 September 2021 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

\*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.



## Guidance notes on completing Part 3 of the Annual Governance and Accountability Return (AGAR) 2020/21

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide\** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2021.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide\**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2020) equals the balance brought forward in the current year (Box 1 of 2021).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2021**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights, been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations from last year to this year been published?		
	Has the bank reconciliation as at 31 March 2021 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? <b>NB:</b> do not send trust accounting statements unless requested.		

*\*Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices, can be downloaded from [www.nalc.gov.uk](http://www.nalc.gov.uk) or from [www.ada.org.uk](http://www.ada.org.uk)*



# Annual Internal Audit Report 2020/21

Black Sluice Internal Drainage Board

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During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")			✓
L. If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.	✓		
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2019/20 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

27/01/2021 28/01/2021 20/05/2021

Name of person who carried out the internal audit

CHRISTOPHER R. HARRIS

Signature of person who carried out the internal audit



REQUIRED

Date

21/05/2021

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).



## Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

### Black Sluice Internal Drainage Board

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

30/06/2021

and recorded as minute reference:

MIN 1826 REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

KCC SIGNATURE REQUIRED

Clerk

PL SIGNATURE REQUIRED

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## Section 2 – Accounting Statements 2020/21 for

### Black Sluice Internal Drainage Board

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	897,175	860,154	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	2,094,287	2,143,773	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	982,421	781,920	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1,118,152	1,130,416	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	1,995,577	1,552,975	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	860,154	1,102,456	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	869,382	1,980,409	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	6,061,652	6,374,824	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.  N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE 

Date

21/06/2021

I confirm that these Accounting Statements were approved by this authority on this date:

30/06/2021

as recorded in minute reference:

MINUTE REFERENCE  
1827

Signed by Chairman of the meeting where the Accounting Statements were approved

 SIGNATURE REQUIRED

### Section 3 – External Auditor Report and Certificate 2020/21

In respect of **BLACK SLUICE INTERNAL DRAINAGE BOARD – DB0010**

#### 1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

#### 2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

NONE

#### 3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

*PKF Littlejohn LLP*

Date

28/09/2021

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))



# **Black Sluice Internal Drainage Board**

**Unaudited Financial Statements**  
For The Year Ended 31st March 2021



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## Black Sluice Internal Drainage Board - Members

Elected Members		Electoral District
Mr K C Casswell	Chairman - Board	E
	Chairman - Executive Committee	
Mr P Holmes	Vice Chairman - Board	G
	Chairman - Northern Works	
	Chairman - Environment Committee	
Mr M Rollinson	Chairman - Southern Works	F
Mr J Fowler	Chairman - Structures	G
Mr W Ash		D
Mr J F Atkinson		D
Mr V A Barker		C
Mr R Leggott		A
Mr P Robinson		B
Mr N Scott		B
Mr J R Wray		E

### Members Appointed by District Councils

Boston Borough Council	
Mr T Ashton	
Mr R Austin	
Mr P Bedford	
Mr M Brookes	Chairman - Audit & Risk Committee
Mr M Cooper	
Mr F Pickett	
Mr P Skinner	

South Holland District Council	
Mr S Walsh	

South Kesteven District Council	
Mr P Moseley	

North Kesteven District Council	
Mr M Head	

Senior Officers	
Mr Ian Warsap Bsc. C Eng	Chief Executive Officer
Mr Daniel Withnall MCGI MInstLM FMAAT	Finance Manager

# ANNUAL REPORT

## **Introduction**

The Black Sluice Internal Drainage Board is an independent body created under land drainage statutes responsible for flood risk, land drainage and water level management works, other than on main rivers, in the Black Sluice IDB area. Board Members are either elected by and represent the occupiers of land in the area or are nominated by the District Councils in the Board's area. The Board consists of 11 elected members and 10 nominated members. Further details are on page 3.

The Board secures income mainly from drainage levies on farmers and other occupiers and from special levies on local authorities. The Board also pays levies to the Environment Agency to fund works on main rivers that protect the drainage district.

This document is the statement of accounts of Black Sluice IDB for the financial year ending 31st March 2021, set out on pages 6 to 14. The accounts consist of:

## **The Annual Governance Statement**

The system of internal control is designed to manage the risk to a reasonable level, the IDB's statement details how this is achieved.

## **The Statement of Responsibilities**

This statement identifies the officer who is responsible for the proper administration of the Board's financial affairs.

## **The Statement of Accounting Policies**

This statement details the legislation and source of accounting principles on which the financial statements are prepared.

## **The Income and Expenditure Account**

This statement summarises the resources that have been generated and consumed in providing services and managing the IDB during the last year.

## **The Balance Sheet**

This statement is fundamental to the understanding of the Board's financial position at the year end. It shows the balances and reserves at the Board's disposal and the fixed and net current assets employed in its operation, together with summarised information on the fixed assets held. The statement also includes assets and liabilities of the Board.

## **Notes to the Accounts**

The notes relating to the statements above are detailed after the core statements.

# THE ANNUAL GOVERNANCE STATEMENT

We acknowledge as the Members of the Black Sluice Internal Drainage Board our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31st March 2021, that:

	Agreed - Yes or No	Yes' means that the board:
1 We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	Yes	prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	Yes	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	Yes	has only done what it has the legal power to do and has complied with proper practices in doing so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	Yes	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5 We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	Yes	considered and documented the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	Yes	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7 We took appropriate action on all matters raised in reports from internal and external audit.	Yes	responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	Yes	disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

This annual governance statement is approved by the body and recorded as minute reference ..... dated 30 June 2021.

Signed on behalf of Black Sluice Internal Drainage Board.

.....  
Mr Keith Casswell  
Chairman  
30 June 2021

.....  
Mr Daniel Withnall  
Finance Manager  
30 June 2021



# THE STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS

## **The Board is required:**

- a) to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this Board, that officer is the Finance Manager.
- b) to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.

## **The Finance Manager's Responsibilities**

The Finance Manager is responsible for the preparation of the Board's Statement of Accounts which is required to present a true and fair view of the financial position of the Board at the accounting date and its income and expenditure for the year ended 31st March 2021.

In preparing this statement of accounts, the Finance Manager has:-

- a) selected suitable accounting policies and then applied them consistently,
- b) made judgement and estimates that were reasonable and prudent,
- c) compiled the accounts in accordance with UK Generally Accepted Accounting Practices,
- d) applied the accounting concept of a 'going concern' by assuming that the IDB will continue to operate for the foreseeable future.

The Finance Manager has also:-

- a) kept proper accounting records which were up to date;
- b) taken reasonable steps for the prevention and detection of fraud and other irregularities.

## **Certificate of the Finance Manager**

These Financial Statements present a true and fair view of the financial position of the Board at 31st March 2021 and its income and expenditure for the year then ended.

.....  
Mr Daniel Withnall  
30 June 2021

## **Certificate of the Chairman of the Board**

I confirm that these accounts have been approved by the Black Sluice Internal Drainage Board at a meeting held on the 30 June 2021.

.....  
Mr Keith Casswell  
30 June 2021

# STATEMENT OF ACCOUNTING POLICIES

## 1. General

These accounts have been prepared in accordance with the following accounting concepts:- Accruals, Relevance, Consistency, Reliability, Comparability, Understandability, Materiality and Going Concern.

## 2. Fixed Assets

Fixed assets are recognised as expenditure on acquisition, creation or enhancements with a value in excess of £5,000 and a useful life in excess of one year.

Fixed assets are valued on the following basis:-

- a) Land is included at historic cost.
- b) Operational Buildings are included in the balance sheet at valuation. The Offices and Depot were valued on 31st March 2021 by Mr Robert J Hurst FRICS FAAV, Chartered Surveyor, at market value. It is the Boards intention to value Operational Buildings at an open market value every five years and not depreciate in the intervening years.
- c) Pumping Stations were valued on 31st March 2009 by Mr JW Castley FRICS FAAV, Chartered Surveyor, at open market valuation. It is the Boards intention to retain these values in the accounts as a nominal value and not depreciate in the intervening years.
- d) Non - Operational Property is included in the balance sheet at market value. It was valued on 31st March 2021 by Mr Robert J Hurst FRICS FAAV, Chartered Surveyor, at market value. It is the Boards intention to value non-operational property at an open market value every five years and not depreciate in the intervening years.
- e) Vehicles, Plant & Equipment are included at cost less depreciation.

Disposals are written off at cost less depreciation. Any surplus/deficit arising is charged/credited to the appropriate reserve.

Depreciation has been provided on a straight line basis, on motor vehicles and equipment, excavators and plant, computers, office equipment with a purchase cost in excess of £5,000.

Plant & Vehicles	7 Years
Equipment	4 Years

## 3. Income

Income includes drainage rates on local agricultural land and buildings, special levies on district/borough councils, recharged works, government grants, rental income and interest on investments. Where applicable, this is net of Value Added Tax and is recognised when the Board has a right to receive the income.

## 4. Expenditure

Expenditure is included on an accruals basis.

## 5. Stock & Work in Progress

Stocks and work in progress are stated at the lower of cost or net realisable value.

## 6. Government Grants and Contributions

Government grants and contributions have been credited to the income and expenditure account on an accruals basis. Government grants used for the acquisition of fixed assets have been deducted from the purchase price of the asset.

**7. Provisions**

The Board sets aside provisions where there is a definite liability, but the amount and timing of settlement is not known. Details are given as notes to the accounting statements.

**8. Pensions**

The Board paid an employers contribution of £212,504 on employees pensionable pay into the Lincolnshire County Council pension fund

**9. Discontinued Operations**

The Board had no material operations which it acquired or which were discontinued in the year and therefore no separate disclosure is required in respect of the Income and Expenditure account and balance sheet accounts.

**10. Internal Interest**

Interest is allocated to the Income and Expenditure Account, Development Fund, Plant Fund and Wages Oncost Fund based on the average level of their balances.

## Black Sluice Internal Drainage Board Income and Expenditure Account For Year Ended 31st March 2021

	Note	2020/21	2019/20 Restated
<b>Income</b>		£	£
Drainage Rates		1,070,863	1,054,695
Special Levies on Councils	1	1,072,910	1,039,592
Income from Rechargeable Works		368,040	507,653
Grant Income (Including Local Levy)	2	316,986	405,864
Sundry Income	3	68,281	33,546
Rental Income		7,366	7,366
Investment Income		15,509	19,766
Development Reserve Contribution		5,000	5,000
Interest		738	3,226
		<b>2,925,693</b>	<b>3,076,708</b>
<b>Expenditure</b>			
Drain Maintenance		823,466	683,540
Cost of Rechargeable Works		315,597	440,875
Administration Costs		430,471	416,193
Pumping Stations		574,502	676,429
Asset Refurbishments	4	444,148	460,524
Environment Agency Precept		276,552	276,552
Establishment Charges		68,747	64,059
Miscellaneous Charges		16,457	22,934
Depot Costs		46,188	51,401
Environmental Schemes		15,873	5,283
		<b>3,012,001</b>	<b>3,097,790</b>
<b>Surplus / (Deficit)</b>		<b>(86,308)</b>	<b>(21,082)</b>

## Black Sluice Internal Drainage Board Balance Sheet as at 31st March 2021

	Note	2020/21	2019/20
<b>Fixed Assets</b>			
Pumping Stations		3,861,354	3,861,354
Land & Buildings		1,009,350	739,350
Vehicles, Plant & Equipment		839,120	830,948
Non Operational Assets		165,000	130,000
	8	5,874,824	5,561,652
<b>Current Assets</b>			
Stock		33,807	30,399
Debtors & Prepayments	9	168,864	190,820
Investment Valuation		487,758	442,850
Cash at bank & in hand	10	1,980,409	869,382
		2,670,838	1,533,451
<b>Current Liabilities</b>			
Creditors	11	(1,080,624)	(230,447)
<b>Net Current Assets</b>		1,590,214	1,303,004
<b>Liability related to defined pension scheme</b>		(3,476,000)	(2,744,000)
<b>Total Assets less Liabilities</b>		3,989,038	4,120,656
Capital Reserve		5,874,826	5,561,654
Pension Reserve		(3,476,000)	(2,744,000)
Investment Revaluation Reserve		(12,242)	(57,150)
		2,386,584	2,760,504
Revenue Reserve		1,234,636	1,220,943
Development Reserve		275,903	182,703
Plant Reserve		64,105	(16,592)
Wages Oncost Reserve		27,810	(26,902)
		1,602,454	1,360,152
	12	3,989,038	4,120,656

Mr K Casswell  
Chairman  
30 June 2021

Mr DJ Withnall  
Finance Manager  
30 June 2021

# Black Sluice Internal Drainage Board

## Notes to the Accounts

	2020/21	2019/20
<b>1 Special Levies</b>	£	£
Boston Borough Council	813,157	787,059
South Holland District Council	131,037	126,223
North Kesteven District Council	69,496	68,197
South Kesteven District Council	59,220	58,113
	<b>1,072,910</b>	<b>1,039,592</b>

	2020/21	2019/20 Restated
<b>2 Government Grants received from Defra</b>	£	£
NFF Revetment Works	83,830	277,170
Sempringham PS Weedscreen Cleaner	58,156	92,344
SFF Upper Catchment NFM and Control Analysis	75,000	25,000
Kirton Meeres Long Culvert		11,350
Leaves Lake Drove, Under capacity South Forty Foot Outfall	20,000	
Dunsby Fen Catchment Works	20,000	
Flood Alleviation Scheme Horbling Town Beck	20,000	
Bicker Fen Catchment Works	20,000	
Ewerby Fen Catchment Works	20,000	
	<b>316,986</b>	<b>405,864</b>

	2020/21	2019/20
<b>3 Sundry Income</b>	£	£
Sundry Income	51,160	16,941
Solar Income	17,121	16,605
	<b>68,281</b>	<b>33,546</b>

	2020/21	2019/20
<b>4 Asset Refurbishments</b>	£	£
Drain Asset Improvements	237,094	365,339
Pumping Station Refurbishments	207,054	95,185
	<b>444,148</b>	<b>460,524</b>

### 5 Remuneration

The table below shows the number of employees whose remuneration was greater than £50,000:

Band £	2020/21	2019/20
50,000 to 59,999		1
60,000 to 69,999	1	1
70,000 to 79,999	1	
80,000 to 89,999		1
90,000 to 99,999	1	
	<b>3</b>	<b>3</b>

### 6 Audit Fees

	2020/21	2019/20
	£	£
Fees paid to the Board's External Auditor	2,800	2,800
	<b>2,800</b>	<b>2,800</b>

### 7 Related Party Transactions

Some members of the Board pay Drainage Rates at the prevailing rate.

## Black Sluice Internal Drainage Board Notes to the Accounts

### 8 Tangible Fixed Assets

	Land & Operational Buildings £	Pumping Stations £	Non Operational Property £	Vehicles, Plant & Equipment £	Total £
<b>Cost</b>					
Opening Balance	739,350	3,861,354	130,000	1,645,594	6,376,298
Additions	0	0	0	180,700	180,700
Disposals	0	0	0	(97,498)	(97,498)
Revaluation	270,000	0	35,000	0	305,000
<b>As at 31st March 2021</b>	<b>1,009,350</b>	<b>3,861,354</b>	<b>165,000</b>	<b>1,728,796</b>	<b>6,764,500</b>
<b>Depreciation</b>					
Opening Balance	0	0	0	(814,643)	(814,643)
Disposals	0	0	0	97,495	97,495
Charge for year	0	0	0	(172,528)	(172,528)
<b>As at 31st March 2021</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(889,676)</b>	<b>(889,676)</b>
<b>Net Book Value</b>					
<b>As at 31st March 2020</b>	<b>739,350</b>	<b>3,861,354</b>	<b>130,000</b>	<b>830,951</b>	<b>5,561,655</b>
<b>As at 31st March 2021</b>	<b>1,009,350</b>	<b>3,861,354</b>	<b>165,000</b>	<b>839,120</b>	<b>5,874,824</b>

### 9 Debtors & Payment in Advance

	2020/21 £	2019/20 £
Trade Debtors	176,240	111,903
Prepayments	81,236	47,037
Officers Car Loans	10,631	16,838
Rechargeable Work in Progress	3,210	0
HM Revenue & Customs (VAT)	(103,320)	15,191
Drainage Rate Debtors	867	(149)
	<u>168,864</u>	<u>190,820</u>

### 10 Cash at Bank & in hand

	2020/21 £	2019/20 £
Bank Deposits	1,980,167	869,104
Petty Cash	242	278
	<u>1,980,409</u>	<u>869,382</u>

### 11 Creditors

	2020/21 £	2019/20 £
Trade Creditors	172,159	113,343
Accruals	908,465	117,104
	<u>1,080,624</u>	<u>230,447</u>



**12 Reserves**

	Balance 31/03/2020	Additions in Year	Withdrawals in year	Balance 31/03/2021
Capital Reserve	5,561,654	485,697	(172,525)	5,874,826
Pension Reserve	(2,744,000)		(732,000)	(3,476,000)
Investment Revaluation Reserve	(57,150)	44,908		(12,242)
Revenue Reserve	1,220,943	100,000	(86,307)	1,234,636
Development Reserve	182,703	98,200	(5,000)	275,903
Plant Reserve	(16,593)	367,449	(286,751)	64,105
Wages Oncost Reserve	(26,901)	271,898	(217,187)	27,810
	<b>4,120,656</b>	<b>1,368,152</b>	<b>(1,499,770)</b>	<b>3,989,038</b>

**Development Reserve-** The Board makes a one off charge to developers to allow an increase in flow into the Board's drainage system. These charges are kept in the Development Fund and used to fund future improvements to the Board's drainage system to accommodate these additional flows.

**Plant Reserve -** The Plant Fund generates income internally throughout the year from all works carried out using the Board's plant. Offset against this income are all the expenses related to the plant and the fund is built up to replace the plant items when required. The depreciation is also charged to this account.

**Wages Oncost Reserve -** The Wages Oncost Fund generates income internally throughout the year from all work using the Board's Labour. Offset against this income are all the expenses related to employing the workforce.

# Black Sluice Internal Drainage Board

## Policy No: B

### Byelaws

Review Dates:

Original Issue	
Board Approved	

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Amended May 2021

## **BLACK SLUICE INTERNAL DRAINAGE BOARD BYELAWS**

The Black Sluice Internal Drainage Board (“the Board”) under and by virtue of the powers and authority vested in them by section 66 of the Land Drainage Act 1991, do hereby make the following Byelaws which are considered necessary for [one or more of] the following purposes:-

- a) securing the efficient working of the drainage system in their District,
- b) regulating the effects on the environment in the Board’s district of a drainage system, or
- c) securing the effectiveness of flood risk management work within the meaning of section 14A of the Act,

together, “the Purposes”;-

### **1. Commencement of Byelaws**

These Byelaws shall come into operation at the expiration of one month beginning with the day on which they are confirmed by the Secretary of State.

### **2. Application of Byelaws**

- (a) These Byelaws shall have effect within the District;
- (b) the watercourses referred to in these Byelaws are watercourses and drainage works which are for the time being vested in or under the control of the Board.

### **3. Control of Introduction of Water and Increase in Flow or Volume of Water**

No person shall for any purpose, **including as a result of development (within the meaning of section 55 of the Town and Country Planning Act 1990 as amended (“the 1990 Act”)) (whether or not such development is authorised by the 1990 Act or any regulation or order whatsoever or none of them)** by means of any channel, siphon, pipeline or sluice or by any other means whatsoever introduce any water into any watercourse in the District so as to directly or indirectly increase the flow or volume of water in any watercourse in the District (without the previous consent of the Board).

### **4. Control of Sluices etc.**

Any person having control of any sluice, water control structure or appliance for introducing water into any watercourse in the District or for controlling or regulating or affecting the flow of water in, into or out of any watercourse shall use and maintain such sluice, water control structure or appliance in accordance with such reasonable directions as may from time to time be given by the Board with a view to securing or furthering one or more of the Purposes.

### **5. Fishing Nets and Angling**

No person shall angle or set any nets or engines for the catching or keeping of fish in any watercourse in such a manner as to cause damage to or endanger the stability of the bank of the watercourse or to affect or impede the flow of water.



In this Byelaw "nets" includes -

- (a) a stake net, bag net or keep net;
- (b) any net secured by anchors and any net, or other implement for taking fish, fixed to the soil or made stationary in any other way;
- (c) any net placed or suspended in any inland or tidal waters unattended by the owner or a person duly authorised by the owner to use it for fish, and any engine, device, machine or contrivance, whether floating or otherwise, for placing or suspending such a net or maintaining it in working order or making it stationary.

**6. Diversion or Stopping up of Watercourses**

No person shall, without the previous consent of the Board, take any action, or knowingly permit or aid or abet any person to take any action to stop up any watercourse or divert or impede or alter the level of or direction of the flow of water in, into or out of any watercourse.

**7. Detrimental Substances not to be Put into Watercourses**

No person shall, so as directly or indirectly to obstruct, impede or interfere with the flow of water in, into or out of any watercourse or so as to damage the bank -

- (a) discharge or put or cause or permit to be discharged or put or negligently or wilfully cause or permit to fall into any watercourse any object or matter of any kind whatsoever whether solid or liquid;
- (b) allow any such object or matter as is referred to in sub-paragraph (a) of this Byelaw to remain in proximity to any watercourse in such manner as to render the same liable to drift or fall or be carried into any watercourse.

Provided that nothing in this Byelaw shall be deemed to render unlawful the growing or harvesting of crops in accordance with normal agricultural practice.

**8. Lighting of Fires**

No person shall light or cause or permit to be lighted or commit any action liable to cause to be lighted any fire on any land adjoining the watercourse where such action is liable to set on fire the peat land forming the banks of the watercourse or any vegetation including trees, growing on land forming the banks of the watercourse.

**9. Notice to Cut Vegetation**

Any person having control of any watercourse shall, upon the receipt of a notice served on him by the Board requiring him so to do, cut down and keep cut down all vegetation, including trees, growing in or on the bank of a watercourse, within such reasonable time as may be specified in the notice, and shall remove such vegetation including trees, from the watercourse immediately after the cutting thereof.

Provided that, where a hedge is growing on the bank of a watercourse, nothing in this Byelaw shall require more than the pruning of the hedge so as to prevent it from growing over or into the watercourse, and the removal of the resultant cuttings.

**10. No Obstructions within 9Metres of the Edge of the Watercourse**

No person without the previous consent of the Board shall erect any building or structure (including a fence), whether temporary or permanent, or plant any tree, shrub, willow or other similar growth within 9 metres of the landward toe of the bank where there is an embankment or wall or within 9 metres of the top of the batter where there is no embankment or wall, or where the watercourse is enclosed within 9 metres of the enclosing structure.

## **11. Repairs to Buildings**

The owner of any building or structure in or over a watercourse or on the banks thereof shall, upon receipt of a notice from the Board that because of its state of disrepair -

- (a) the building or structure is causing or is in imminent danger of causing an obstruction to the flow of the watercourse, or
- (b) the building or structure is causing or is in imminent danger of causing damage to the bank of the watercourse,

carry out such reasonable and practicable works as are specified in the notice for the purpose of remedying or preventing the obstruction or damage as the case may be within such reasonable time as is specified in the notice.

## **12. Control of Vermin**

The occupier of any bank of a watercourse or any part thereof shall, upon being required by the Board by notice, within such reasonable time as may therein be specified, take such steps as are specified in the notice, being such steps as the Board consider necessary and practicable for preventing the bank from becoming infested by rabbits, rats, coypu, foxes and moles or any other wild mammal not being an animal listed in Schedule 5 or Schedule 6 to the Wildlife and Countryside Act 1981, but excluding the water vole from such control.

## **13. Damage by Animals to Banks**

All persons using or causing or permitting to be used any bank of any watercourse for the purpose of grazing or keeping any animal thereon shall take such steps including fencing as are necessary and reasonably practicable and shall comply with such reasonable directions as may from time to time be given by the Board to prevent the bank or the channel of the watercourse from being damaged by such use.

Provided that nothing in this Byelaw shall be deemed to affect or prevent the use of, for the purpose of enabling animals to drink at it, any place made or to be made or constructed as approved by the Board.

## **14. Vehicles not to be Driven on Banks**

No person shall use or drive or permit or cause to be used or driven any cart, vehicle or implement of any kind whatsoever on, over or along any bank of a watercourse in such manner as to cause damage to such bank.

## **15. Banks not to be Used for Storage**

No person shall use or cause or permit to be used any bank of any watercourse for the purpose of depositing or stacking or storing or keeping any rubbish or goods or any material or things thereon in such a manner as by reason of the weight, volume or nature of such rubbish, goods, material or things causes or is likely to cause damage to or endanger the stability of the bank or channel of the watercourse or interfere with the operations or access of the Board or the right of the Board to deposit spoil on the bank of the watercourse.

## **16. Not to Dredge or Raise Gravel, Sand etc.**

No person shall without the previous consent of the Board dredge or raise or take or cause or permit to be dredged or raised or taken any gravel, sand, ballast, clay or other material from the bed or bank of any watercourse.



## **17. Fences, Excavations, Pipes etc.**

No person shall without the previous consent of the Board -

- (a) place or affix or cause or permit to be placed or affixed any gas or water main or any pipe or appliance whatsoever or any electrical main or cable or wire in, under or over any watercourse or in, over or through any bank of any watercourse;
- (b) cut, pare, damage or remove or cause or permit to be cut, pared, damaged or removed any turf forming part of any bank of any watercourse, or dig for or remove or cause or permit to be dug for or removed any stone, gravel, clay, earth, timber or other material whatsoever forming part of any bank of any watercourse or do or cause or permit to be done anything in, to or upon such bank or any land adjoining such bank of such a nature as to cause damage to or endanger the stability of the bank;
- (c) make or cut or cause or permit to be made or cut any excavation or any tunnel or any drain, culvert or other passage for water in, into or out of any watercourse or in or through any bank of any watercourse;
- (d) erect or construct or cause or permit to be erected or constructed any fence, post, pylon, wall, wharf, jetty, pier, quay, bridge, loading stage, piling, groyne, revetment or any other building or structure whatsoever in, over or across any watercourse or in or on any bank thereof;
- (e) place or fix or cause or permit to be placed or fixed any engine or mechanical contrivance whatsoever in, under or over any watercourse or in, over or on any bank of any watercourse in such a manner or for such length of time as to cause damage to the watercourse or banks thereof or obstruct the flow of water in, into or out of such watercourse.

Provided that this Byelaw shall not apply to any temporary work executed in an emergency but a person executing any work so excepted shall, as soon as practicable, inform the Board in writing of the execution and of the circumstances in which it was executed and comply with any reasonable directions the Board may give with regard thereto.

## **18. Tidal Outfalls**

No person shall place or cause to be placed or abandon or cause to be abandoned upon the foreshore any trees, roots of trees, branches, timber, tins, bottles, boxes, tyres, bricks, stones, soil, wire, rubbish or other object or matter whatsoever which (whether immediately or as a result of subsequent tidal action) may impede or be likely to impede the flow of water through the sluices or outfall pipes through the tidal banks or through the watercourses on such foreshore or impede or be likely to impede the operation of such sluices or outfall pipes or may cause or be likely to cause damage thereto.

## **19. Interference with Sluices**

No person shall without lawful authority interfere with any sluice, or other water control structure or appliance for controlling or regulating the flow of water in, into or out of a watercourse.

## **20. Mooring of Vessels**

No person shall moor or place any vessel in any watercourse or to or upon the bank of any watercourse in such manner or by such method as to cause or be likely to cause injury to such bank or in such manner as materially to obstruct or impede the free flow of water in, into or out of any watercourse.

## **21. Unattended Vessels**

No person shall leave any vessel unattended without taking due care to prevent such vessel from materially obstructing or impeding the free flow of water in, into or out of any watercourse or any sluice in any bank.

## **22. Removal of Sunken Vessels**

No person who is the owner of a vessel sunk, stranded, damaged or adrift in a watercourse or, in the case of a sunken vessel which is abandoned, who was the owner immediately before the abandonment shall, after ten days from the day on which the Board serves on him notice in writing that the vessel is causing obstruction, permit the vessel to remain in the watercourse in such a manner as to impede or harmfully divert the flow of water in, into or out of the watercourse.

## **23. Navigation of Vessels**

No person shall navigate any vessels in such a manner or at such a speed as to injure the bank of any watercourse and where the Board have by notice erected at any place limited the speed of vessels passing such place no person shall navigate a vessel at a speed over the bed of the watercourse greater than the speed so limited.

Provided that the Board shall not exercise their powers under this Byelaw so as to limit the speed of -

- (a) vessels in any tidal waters except after consultation with the Department for Transport, or
- (b) vessels navigating waterways of the Canal and River Trust for which speed limits are prescribed by the Byelaws of such Trust.

## **24. Damage to Property of the Board**

No person shall interfere with or damage any bank, bridge, building, structure, appliance or other property of or under the control of the Board.

## **25. Defacement of Notice Boards**

No person shall deface or remove any notice board, notice or placard put up by the Board.

## **26. Obstruction of the Board and Officers**

No person shall obstruct or interfere with any member, officer, agent or servant of the Board exercising any of his functions under the Act or these Byelaws.

## **27. Savings for Other Bodies**

Nothing in these Byelaws shall -

- (a) conflict with or interfere with the operation of any Byelaw made by the Environment Agency or of any navigation, harbour, conservancy or local authority but no person shall be liable to more than one penalty or in the case of a continuing offence more than one daily penalty in respect of the same offence;
- (b) restrict, prevent, interfere with or prejudice the exercise of any statutory rights or powers which are now or hereafter may be vested in or exercised by -
  - (i) any public utility undertaking carried on by a local authority under any Act or under any Order having the force of an Act;
  - (ii) the undertakings of the Environment Agency and of any water undertaker or sewerage undertaker;

- (iii) any public gas transporter within the meaning of part I of the Gas Act 1986;
  - (iv) any navigation, harbour or conservancy authority;
  - (v) any person who acts as the operator of a relevant railway asset, with respect to the construction, use or maintenance and repair of any such asset, or the free, uninterrupted and safe use of any such asset and the traffic (including passengers) thereof;
  - (vi) any local authority;
  - (vii) any highway authority for the purposes of the Highways Act 1980 (as amended by any subsequent enactment) in relation to any highway whether or not maintainable at public expense;
  - (viii) any undertaking engaged in the operation of a telecommunications system;
  - (ix) a relevant airport operator within the meaning of Part V of the Airports Act 1986;
  - (x) the Civil Aviation Authority and any subsidiary thereof;
  - (xi) the Canal and River Trust;
  - (xii) the Coal Authority;
- (c) restrict, prevent, interfere with or prejudice any right of a highway authority to introduce into any watercourse surface water from a highway, for which it is the highway authority;
- (d) restrict, prevent, interfere with or prejudice any right of a licence holder within the meaning of Part I of the Electricity Act 1989 to do anything authorised by that licence or anything reasonably necessary for that purpose;
- (e) affect any liability arising otherwise than under or by reason of these Byelaws.

**28. Saving for Crown Lands**

- (a) Nothing in these Byelaws shall operate to prevent the removal of any substance on, in or under (or the erection of any structure, building or machinery or any cable, wire or pipe on, over or under) lands belonging to Her Majesty in right of the Crown by any person thereunto authorised by the Crown Estate Commissioners.
- (b) Nothing contained in any of the foregoing byelaws should be deemed to be or shall operate as a grant by or on behalf of the Crown as owner of the foreshore below high water mark of any estate or interest in or right over such foreshore, or any part thereof, nor shall anything contained in or done under any of the provisions of the foregoing byelaws in any respect prejudice or injuriously affect the rights and interests of the Crown in such foreshore, or prevent the exercise thereon of any public rights or prejudice or injuriously affect any right, power or privilege legally exercisable by any person in over and in respect of the seashore.

## 29. Arbitration

- (a) Where by or under any of these Byelaws any person is required by a notice in writing given by the Board to do any work to the satisfaction of the Board or to comply with any directions of the Board, he may within 21 days after the service of such notice on him give to the Board a counter-notice in writing objecting to either the reasonableness of or the necessity for such requirement or directions, and in default of agreement between such person and the Board the dispute shall, when the person upon whom such notice was served is a drainage or local authority be referred to the Secretary of State whose decision shall be final, and in any other case shall be referred to the arbitration of a single arbitrator to be appointed in default of agreement by the President of the Institution of Civil Engineers on the application of either party. Where such a counternotice has been given to the Board the operation of the notice shall be suspended until either agreement has been reached or the dispute has been determined by arbitration in accordance with the provisions of this Byelaw;
- (b) where by or under these Byelaws any person is required by a notice in writing given by the Board to do any work to the satisfaction of the Board or to comply with any directions of the Board and any dispute subsequently arises as to whether such work has been executed or such directions have been complied with, such dispute if it arises between a drainage authority or local authority and the Board shall be referred to the Secretary of State whose decision shall be final, and in any other case shall be referred to the arbitration of a single arbitrator to be appointed in default of agreement by the President of the Institution of Civil Engineers on the application of either party;
- (c) where by or under Byelaws 3, 6, 10, 16 or 17 any person is required to refrain from doing any act without the consent of the Board such consent shall not be unreasonably withheld and may be either unconditional or subject to such reasonable conditions as the Board may consider appropriate and where any dispute arises as to whether in such a case the consent of the Board is being unreasonably withheld, or as to whether any conditions subject to which consent is granted are unreasonable, such dispute shall if it arises between a drainage authority or local authority and the Board be referred to the Secretary of State whose decision shall be final, and in any other case such dispute shall be referred to the arbitration of a single arbitrator to be appointed in default of agreement by the President of the Institution of Civil Engineers on the application of either party.

## 30. Notices

Notices and any other documents required or authorised to be served or given under or by virtue of these Byelaws shall be served or given in the manner prescribed by section 71 of the Act.

## 31. Limitation

- (a) Nothing in these Byelaws shall authorise the Board to require any person to do any act, the doing of which is not necessary for securing or furthering one or more of the Purposes or to refrain from doing any act, the doing of which does not affect the environment or adversely affect either the efficient working of the drainage system of the District or the effectiveness of flood risk management within the District.
- (b) If any conflict arises between these Byelaws and
- (i) sections 61A to E of the Land Drainage Act 1991 (which relates to the Board's duties with respect to the environment), or
  - (ii) the Conservation of Habitats and Species Regulations 2017, as amended<sup>1</sup> the said Act and the said Regulations shall prevail.

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<sup>1</sup> SI 2017/1012



### **32. Revocation**

The Byelaws made by the Board on the 3<sup>rd</sup> March 1989 are hereby revoked.

### **33. Interpretation**

In these Byelaws, unless the context otherwise requires, the following expressions shall have the meaning hereby respectively assigned to them, that is to say:-

"the Act" means the Land Drainage Act 1991;

"Animal" includes any horse, cattle, sheep, deer, goat, swine, goose or poultry;

"Bank" includes any bank, cross bank, wall or embankment adjoining or confining or constructed for the purpose of or in connection with any watercourse and includes all land between the bank and the low water mark or level of the water in the watercourse as the case may be and where there is no such bank, cross bank, wall or embankment includes the top edge of the batter enclosing the watercourse;

"Board" means the Black Sluice Internal Drainage Board;

"Consent of the Board" means the consent of the Board in writing signed by the Clerk for the time being of the Board or other duly authorised officer;

"District" means the area under the jurisdiction of the Board;

"Occupier" means in the case of land not occupied by any tenant or other person the person entitled to the occupation thereof;

"Owner" includes the person defined as such in the Public Health Act 1936;

"Relevant Railway Asset" means

(a) a network, operated by an "approved operator" within the meaning of section 25 of the Planning Act 2008,

(b) a station which is operated in connection with the provision of railway services on such a network,

or

(c) a light maintenance depot

Expressions used in this definition and in the Railways Act 1993 have the same meaning in this definition as they have in that Act, ("railway" not having its wider meaning) and a network such as is described in (a) above shall not cease to be such a network where it is modified by virtue of having any network added to it or removed from it.

"The Secretary of State" means the Secretary of State for Environment, Food and Rural Affairs;

"Vegetation" means trees, willows, shrubs, weeds, grasses, reeds, rushes or other vegetable growths;

"Vessel" includes any ship, hovercraft (as defined by the Hovercraft Act 1968), lighter, keel, barge, tug, launch, houseboat, pleasure or other boat, aircraft, randan, wherry, skiff, dinghy, shallop, punt, yacht, canoe, raft, float of timber or any other craft whatsoever, and howsoever worked, navigated or propelled;

"Water control structures" means a structure or appliance for introducing water into any watercourse and for controlling or regulating or affecting flow, and includes any sluice, slacker, floodgate, lock, weir, pump or pumping machinery; and other expressions shall have the same meanings as in the Act.



THE COMMON SEAL OF THE BLACK SLUICE INTERNAL DRAINAGE BOARD  
WAS HEREUNTO AFFIXED ON THE **TWENTY THIRD DAY OF NOVEMBER, 2021**  
IN THE PRESENCE OF:

Chairman

Chief Executive

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PENALTY NOTE

By section 66(6) of the Land Drainage Act 1991 every person who acts in contravention of or fails to comply with any of the foregoing Byelaws is liable on summary conviction in respect of each offence to a fine not exceeding the amount prescribed from time to time for level 5 on the standard scale referred to in **section 122 of the Sentencing Act 2020** and a further fine not exceeding Forty pounds for every day on which the contravention or failure is continued after conviction. By section 66(7) of the Act if any person acts in contravention of or fails to comply with any of these Byelaws the Board may without prejudice to any proceedings under section 66(6) of the Act take such action as may be necessary to remedy the effect of the contravention or failure and may recover the expenses reasonably incurred by it in doing so from the person in default.

# Black Sluice Internal Drainage Board

## Policy No: 3

### Financial Regulations Policy

Review Dates:

Original Issue	16 <sup>th</sup> January 2013
Board Approved	

#### 1. INTRODUCTION

- 1.1 The Accounts and Audit Regulations 2015 and the financial provisions of the Land Drainage Act 1991, place a responsibility on Drainage Boards to ensure that the financial management of Boards is adequate and effective.
- 1.2 Financial Regulations set out the framework of the rules for the proper financial administration of the Board and the responsibility of those charged with carrying out duties with financial implications.

#### 2. RESPONSIBILITY FOR FINANCIAL CONTROL

- 2.1 The Finance Manager is appointed by the Board as the Responsible Financial Officer as required by the Local Government Act 1972, Section 151.
- 2.2 The Finance Manager shall be responsible to the Board for overall financial control of the Board's financial affairs and the continuous provision of financial management information.
- 2.3 The Finance Manager shall be responsible for maintaining the integrity of the accounting, financial administration and financial control systems of the Board.

#### 3. ANNUAL ESTIMATES AND BUDGETS

- 3.1 The Chief Executive and the Finance Manager shall, each financial year, prepare estimates of income and expenditure for the ensuing financial year, using the best information available. Such estimates will be presented to the Executive Committee in January to allow recommendations to be put to the Board before 15th February on the level of the penny rate and council special levies.
- 3.2 The Chief Executive and the Finance Manager shall also each year produce a ten year projection to estimate levels of balances, so that the penny rate can be set at appropriate levels.
- 3.3 The Board meeting in February will set and Seal the Rate for the ensuing financial year.
- 3.4 The Board shall be kept informed by the Finance Manager of the overall financial position of the Boards finances through monthly management accounts, quarterly forecasts and other reports as necessary.

## **4. PAYMENTS OF ACCOUNTS / ORDERS**

- 4.1 All requests for goods and services shall be issued on official order forms authorised as set down in the procurement policy.
- 4.2 All invoices, claims and accounts shall be authorised by the Finance Manager before payment ensuring that the payment is legal and within the power of the drainage board.
- 4.3 Payments will be made twice each month, by faster payment, processed by the second and last Friday in each period.
- 4.4 Direct Debit payment may be set up for regular monthly payments, either fixed or variable
- 4.5 The Finance Manager shall prepare a monthly schedule of payments that have been made.
- 4.6 All Schedules of payments are to be reported to the next available Board meeting.

## **5. INCOME**

- 5.1 Procedures for the collection of all income due to the Board shall be under the control of the Finance Manager.
  - a) Invoices are to be raised promptly.
  - b) Statements to be sent on a monthly basis following the month the invoice was sent. (Copy invoices also to be sent if deemed required).
  - c) Any debtors outstanding over three months are to be reported to the Executive Committee.
- 5.2 Payment received on behalf of the Board by cheque will be paid into the Board's bank account on a regular basis and at least within a week. Payments received in cash may be transferred to the petty cash float if required otherwise paid into the Board's bank account without delay. Payments may also be taken by debit or credit card, in person, by phone or on the Board's website or paid directly into the Board's bank account by the Debtor.
- 5.3 All payments received by which ever method shall be recorded in the collection and deposit book.
- 5.4 The Finance Manager shall have responsibility to ensure that all monies received are correctly recorded in the Board's accounting records and the correct amount of VAT is added to income accounts where applicable.
- 5.5 The Finance Manager shall keep the Board regularly informed on the level of drainage rates collected by inclusion of a report in the monthly reports sent to the Executive Committee and at each Board meeting.
- 5.6 An official receipt showing date of receipt, amount received, type of remittance and reason for payment will be issued for all cash payments and for cheque payments on request.

- 5.7 Keys to the safe and cash boxes shall only be available to designated officers. Any lost keys must be immediately reported to the Chief Executive and Finance Manager.

## **6. INSURANCE**

- 6.1 The Finance Manager, in consultation with responsible Officers initiates all appropriate insurance cover and negotiates all claims in consultation with relevant Officers.
- 6.2 All policies and covers are to be reviewed on an annual basis.
- 6.3 The Finance Manager shall inform the Insurer in a manner and at intervals requested by the Insurer, of all asset changes and cover required.
- 6.4 Officers shall promptly notify the Finance Manager of any loss, liability or damage or any event likely to lead to a claim on any Board policy.

## **7. STOCK AND ASSETS**

- 7.1 The Finance Manager shall receive a weekly stock list from the Operations Manager detailing issues, receipts and balances of stock items.
- 7.2 The Finance Manager will arrange a physical stock take at least twice a year with one coinciding with the financial year end on the 31<sup>st</sup> March.
- 7.3 The Operations Manager shall ensure proper and safe custody of all stock.
- 7.4 The Finance Manager shall keep an asset register. This shall record all assets above £5,000 in value. The Finance Manager will carry out at least an annual physical check of assets.
- 7.5 Obsolete Equipment will, on the agreement of the Finance Manager and Chief Executive, be offered to the primary user at the best trade in rate achievable plus one pound and then to other staff via sealed bid. If not purchased by staff then, if appropriate and suitable, it can be traded in or sold by any other means for the benefit of the Board.

## **8. PAYMENT TO EMPLOYEES**

- 8.1 The Finance Manager shall keep a record of all employees to show details of the appointment, grade and payments in respect of each employee of the Board.
- 8.2 The Finance Manager shall be responsible for the payment of all, salaries, wages and other emoluments to all employees.
- 8.3 The Finance Manager shall be responsible for keeping and maintaining all records for the proper administration of PAYE, NI and Superannuation.
- 8.4 All authorised officers shall notify the Chief Executive and Finance Manager immediately of all matters affecting payments including resignations, suspensions, absences from duty and changes in remuneration.

- 8.5 Variations to the salary of the Chief Executive or Finance Manager shall be authorised by the Executive Committee and Chairman of the Board.
- 8.6 Any discretionary payments to employee's over the Overtime limit will be authorised by the Chairman of the Board.

## **9. TREASURY MANAGEMENT / BANKING ARRANGEMENTS**

- 9.1 The Finance Manager shall include in the monthly management accounts details on all investments which will be distributed to the Executive Committee.
- 9.2 The Board has a limit of funds that may be deposited, in a fixed term investment, with any institution which is £300,000.
- 9.3 The Board only places deposits with financial institutions which are regulated by the Financial Conduct Authority.
- 9.4 Bank transactions and instructions must be authorised by two approved officers.
- 9.5 In relation to 9.4 above, the approved officers are: Chief Executive, Finance Manager, Finance Supervisor and Operations Manager.
- 9.6 The Chief Executive and Finance Manager may hold a Business Chargecard, with a monthly limit of £5,000 for payment of expenses and Internet orders. The Operations Manager may hold a business Chargecard, with a monthly limit of £2,500. Statements are to be certified by the Finance Manager every month. Chief Executive to certify the Finance Manager's statement. It is the bearers responsibility to ensure the cards are kept safe and only used in accordance with the Board's Procurement Policy. Under no circumstances are the cards to be used to withdraw cash.
- 9.7 Small payments may be made by petty cash under the control of the Finance Supervisor. All petty cash claims are to be recorded on a voucher supported by a receipt and authorised by the Finance Manager or Chief Executive. The maximum amount of petty cash that may be held is £500. The Finance Manager is to certify the analysis every month.
- 9.8 Bank accounts must be in the name of Black Sluice IDB.

## **10. RESERVES**

- 10.1 General Reserve - When producing budgets and estimates the long term aim of the Board is;
- a) to continue to reduce the Board's general reserves, with the target of 20% of annual expenditure;
  - b) to achieve a balanced budget in the long term reporting period.



## **11. AUDIT AND ACCOUNTS**

- 11.1 The Finance Manager shall arrange for an internal audit of the accounting, financial management and other operations of the Board. This will be undertaken by a suitably qualified and experienced internal auditor and be undertaken in accordance with the Governance & Accountability for Smaller Authorities in England code of audit practice.
- 11.2 The Internal Auditor shall produce an annual report to the Executive Committee and the Audit & Risk Committee that assures them that the Board has a sound system of internal control which;
  - 11.2.1 Facilitates the effective exercise of its function and the achievement of its aims and objectives
  - 11.2.2 Ensures that the financial and operation management of the authority is effective and
  - 11.2.3 Includes effective arrangements for the management of risk.
- 11.3 Any qualified or adverse internal or external audit reports or opinions will be reported to the next available Board meeting.
- 11.4 The Annual Financial Statements shall be approved by the Board before the 30<sup>th</sup> June each year.

## **12. IRREGULARITIES / FRAUD**

- 12.1 In any case where irregularity is suspected in connection with financial or accounting transactions, it shall be the duty of the Finance Manager to inform the Chief Executive, Chairman of the Board, and the Board's Auditor without delay.

## **13. ADDENDUM**

From 12 May 2021, all duties and responsibilities included in this policy of the Chief Executive Officer are delegated to the Operations Manager until further notice.

# Black Sluice Internal Drainage Board

## Policy No: 4

### Procurement Policy

Review Dates:

A&R Reviewed	12 October 2021
Board Approved	

## 1 INTRODUCTION

The Board approve an annual budget in February for all expenditure by the Board. Items of expenditure are discussed and approved by the Executive Committee, the Works Committees and the Board.

There has been a culture of the Board approving major items of expenditure which brings with it value for money.

## 2 THE PROCUREMENT PROCESS

Whatever the cost of an item or service that the Board purchases the following process is followed through to payment of that item: -

- 2.1 A Board order form must always be completed for any purchase made by the Board, except for purchases made using the internet or for items purchased by the Woldmarsh Group.
- 2.2 The following people are authorised to be issued with order books:
  - (a) Chief Executive
  - (b) Finance Manager
  - (c) Operations Manager
  - (d) Works Manager
  - (e) Pump Engineer
  - (f) Works Supervisor
  - (g) Fitter
  - (h) Unimog Driver
  - (i) **Admin Office (under supervision of Finance Supervisor)**
- 2.3 The order form should be filled out at the time of order and signed by the person who is organising the order and countersigned as required.
- 2.4 The Management Team is the Chief Executive, Finance Manager, Operations Manager and **Works Manager**.
- 2.5 The order is given to the supplier with, where possible, the agreed price of the item or service.
- 2.6 The green copy of the order form is given to the Finance Assistant. If additional quotations for the goods have been obtained then these should be noted on this copy.

- 2.7 When a delivery note is obtained this should be given to the Finance Assistant.
- 2.8 When the Finance Assistant receives an invoice for the goods they are to attach the order and the delivery note to this.
- 2.9 The invoice is approved by the Finance Manager before payment is made.
- 2.10 A report is made to every Board Meeting of the invoices paid by the Board.

### **3 BASIS OF PROCUREMENT POLICY**

3.1 The policy sets out guidelines for procurement for four bands of expenditure:-

- Greater than £10,000
- Between £2,000 and £10,000
- Between £500 and £2,000
- Below £500

3.2 The Policy for Delegation of Authority gives the following authorities:

- (a) Executive Committee to approve any item of expenditure up to a value of £40,000.
- (b) The Chief Executive or Finance Manager to approve expenditure up to a value of £10,000 which is included in annual estimates and regular budgeted expenditure (e.g. electricity) in excess of £10,000.

### **4 PROCUREMENT POLICY**

4.1 **Items with a value greater than £10,000**

These items will typically be:

- Large items of plant
  - Machinery and electrical equipment for pumping stations
  - Substantial repair contracts
  - Large contracts
  - Insurance policies
  - Large amounts of pipes, steel piles and other materials for stock
- (a) These items will be included in the annual budgeted expenditure and through this method the expenditure will be approved by the Board.
  - (b) Three quotations should be obtained and the lowest bona fide quotation should be accepted, should less than three quotations be obtained or other than the lowest is to be accepted, then the matter should be referred to the Executive Committee, by email in the first instance and later confirmed in a meeting of the committee.
  - (c) In the case of an emergency where it is not possible to obtain alternative quotations the Chairman or the Vice Chairman of the Board shall authorise the purchase.

## 4.2 Items between £2,000 and £10,000

These items will typically be:

- Items of new plant
- Large repairs to plant
- Repairs to equipment at pumping stations
- Purchase of pipes, steel sheet piles and other construction equipment for stock.
- Items of office equipment
- Consultancy services
- Contracts for maintenance works
- Monthly payments to electricity companies.

(a) Quotations will be obtained for items of new plant, office equipment, consultancy services and contracts for maintenance works. These will be approved by the Executive Committee before procurement, unless these have been approved within the annual budgets when the Finance Manager or Chief Executive will approve the expenditure.

(b) Repairs of plant and pumping station equipment need to be progressed without delay and will normally be carried out by contractors or suppliers who regularly carry out work for the Board. The Finance Manager or Chief Executive shall approve this expenditure and this will be reported to the Executive Committee as part of the monthly Accounts Analysis sent to members by Email.

(c) Regular purchases of equipment, materials and services agreed in a scheme of work or for maintenance operations will be approved by the Operations Manager or Works Manager, within the constraints of the budgets set and agreed by the Board/Executive Committee. Where possible, three quotations are to be obtained and the best value will be chosen.

(d) Some monthly utility payments, particularly electricity bills, will be included in this category. These payments will be approved by the Finance Manager and Chief Executive. Best value for money is achieved by using a broker to negotiate annual, 2 year or 3 year contracts with the electricity supply companies.

## 4.3 Items between £500 and £2,000

These items will typically be:

- Purchase of small items of plant
- Hire of plant and machinery
- Repairs to plant and machinery
- Purchase of spare parts for machinery
- Material for construction materials.
- Computers and office equipment



- (a) Where possible three quotations are to be obtained and authorisation to issue the order is to be sought from a member of the management team before signing an order for this level of procurement within the constraints of the budgets set and agreed by the Board/Executive Committee.
- (b) The Pump Engineer shall after obtaining three quotations, where possible, have the authorisation to sign an order for this level of procurement when associated with pumping station equipment within the constraints of the budgets set and agreed by the Board/Executive Committee.

#### 4.4 Items below £500

These items or services are typically spare parts for machinery, office materials and other similar goods.

If possible, value for money will be achieved by obtaining at least one other quotation or by comparing the price with previous purchases of similar goods or services. It is accepted that small incidental purchases will be purchased from the most appropriate local supplier and this is to be noted on the carbon copies of the order.

### 5 ITEMS PURCHASED BY CREDIT CARD

- 5.1 Credit cards have been issued to the Chief Executive, Finance Manager and Operations Manager for use in purchasing goods and services for the Board.
- 5.2 Payments made by credit card will be reviewed by the management team on a receipt of the card statements. Receipts for all payments are to be reconciled to the statements and no one officer should review their own expenditure.
- 5.3 These purchases will be subject to the same guidelines as normal purchases, whenever possible.

### 6 ITEMS PURCHASED BY WOLDMARSH GROUP

- 6.1 The Board has become a member of the Woldmarsh Buying Group which works on behalf of its members to procure goods and services at preferential prices.
- 6.2 If goods or services are required a member of staff, authorised in para 2.2 above to be issued an order book, will contact Woldmarsh who will procure the items on behalf of the Board within the authorised limits for the individual. An official Board order form will be completed as above to include the agreed prices and the analysis for the accounts.
- 6.3 As soon as Woldmarsh have completed an order to the suppliers a confirmation of the order is sent to the Operations Manager, Finance Manager and Chief Executive Officer for review and oversight.
- 6.4 Woldmarsh submit an invoice for payment once per month for all of the goods and services purchased for the Board, analysis of this invoice is to be reported to the Board at each meeting.

### 7 SUMMARY

- 7.1 The above policy is not exhaustive and is written as a guide to the appropriate level of authorisation for the level of procurement required.
- 7.2 Members of staff should always liaise with members of the management team to ensure that procurement of materials and services give satisfactory value for money.
- 7.3 Staff should look for every opportunity to make bulk purchases with other authorities to achieve additional value for money.



7.4 Consideration is always to be given in relation to maintaining expenditure within budgets. If budgets have been, or are likely to be, exceeded for a particular scheme or general maintenance then the authorisation of the Chief Executive Officer or the Finance Manager is to be sought before the order is placed.

## **8 ADDENDUM**

From 12 May 2021, all duties and responsibilities included in this policy of the Chief Executive Officer are delegated to the Operations Manager until further notice.

# Black Sluice Internal Drainage Board

## Policy No: 8

### Policy on Relaxation of Board Byelaw No.10 (The 9 Metre Byelaw)

Review	Audit & Risk Committee 12 October 2021
Board Approved	

#### 1. PURPOSE

This document sets out the policy of the Black Sluice Internal Drainage Board concerning relaxation of its Byelaw No. 10, which states:

*'No person without the previous consent of the Board shall erect any building or structure, whether temporary or permanent, or plant any tree, shrub, willow or other similar growth within 9 metres of the landward toe of the bank where there is an embankment or wall or within 9 metres of the top of the batter where there is no embankment or wall, or where the watercourse is enclosed, within 9 metres of the enclosing structure.*

This Byelaw only applies to Board-maintained watercourses, both open and piped, and includes all culverts and bridges.

#### 2. BLACK SLUICE IDB POLICY

The Board recognises that land and property owners wish to maximise the enjoyment of their land. However, at the same time the Board needs to retain its ability to maintain its watercourses in an efficient and economic manner. The Board will normally only consider relaxing the Byelaw when the following baseline conditions occur:

- Guaranteed access to carry out maintenance is available from at least one side of the drain. This may be achieved by a written agreement with the landowner concerned, or by the Board lodging a Deed of Indemnity with the Land Registry (a charge will be payable to the Board for these additional works).
- The owner of the opposite bank is not unduly inconvenienced.
- That should improvements or exceptional maintenance be required then, given reasonable notice, the obstruction is removed at the applicant's expense.
- Similar obstructions already exist nearby on the same bank.

### **3. REASONS FOR THE POLICY**

The policy formalises the baseline conditions above, and gives written guidelines for more specific instances. The benefits of the policy are:

- Fairness and uniformity in determining applications
- Applicants can study the guidelines before application
- Powers are delegated, giving a more efficient and timely service
- The Board can maintain accurate information to include consent relaxation location for operational needs

However, this policy is not intended to cover every eventuality, and the Board may waive the policy and make a determination on the basis of reasonable fairness to all parties.

### **4. DELEGATED POWERS**

Delegated powers are given to the Chief Executive and the relevant Works Committee Chairmen to determine any Byelaw relaxations that fall within the guidelines given below (except where stated otherwise).

In all other cases, the power to determine applications has been delegated to the Executive Committee or the appropriate Works Committee, unless a Board meeting is imminent.

### **5. GUIDELINES**

Guidelines are given below on the following types of applications:

- 1) Buildings and permanent structures
- 2) Urban or development land
- 3) Fences
- 4) Hedges and Bushes
- 5) Trees
- 6) Electricity poles, lighting columns etc.
- 7) Irrigation and abstraction equipment
- 8) Any other items

#### **5.1 BUILDINGS AND PERMANENT STRUCTURES**

*The power to determine consent under this guideline has only been delegated to the committees.*

**It remains the policy of the Board that no buildings or permanent structures should be permitted within the 9.0 metre byelaw distance on any Board-maintained watercourse.**

However, where an existing adjacent building is located closer than the permitted distance (either by virtue of a previously issued consent, or where the structure historically pre-dates the Board), then consent may be given to allow any new structure or extension to be placed up to a similar distance from the drain as the existing building on that property, provided that the integrity of the watercourse is assured.

## 5.2 URBAN AREAS AND DEVELOPMENT LAND

In urban areas, or where new development is proposed adjacent to a Board-maintained watercourse, the Byelaw may be relaxed from 9.0 to 6.0 metres, upon written application, for fences, hedges, bushes, timber sheds and other temporary structures, provided that the whole of the remaining 6.0 metre width is left for the sole use of the Board for future maintenance of the drain.

All buildings and permanent structures shall still be a minimum of 9.0 metres from the brink of the drain.

## 5.3 FENCES

The Board's Byelaw 17 (d) states:

***No person shall without the previous consent of the Board:***

***erect or construct or cause or permit to be erected or constructed any fence, post, pylon, wall, wharf, jetty, pier, quay, bridge, loading stage, piling, groyne, revetment or any other building or structure whatsoever in, over or across any watercourse or in or on any bank thereof;***

a) Stock fences up to 1.2m high (post and rail / wire)

Machine drivers can work over and see through these types of fences, and therefore the Byelaw will be relaxed, on application, on condition that they are located a minimum of 1.0 metre from the brink of the watercourse, and access gates (minimum 3.6m or 12ft wide) are provided at each end (where necessary).

b) Solid fences above 1.4m high and fences in general above 1.2m high

Machine drivers cannot see through or cannot work over such fences, and therefore the Byelaw will **not** be relaxed, except where there is guaranteed suitable and safe access on the opposite bank, and where the opposite bank owner is not unduly inconvenienced.

Any consented fence shall be located a minimum of 1.0 metres from the brink of the drain. Access gates (minimum 3.6m or 12ft wide) and continued access behind the fence may still be required. The applicant will be expected to obtain written consent from the opposite land owner (if different to the applicant).

Where possible, all fences should be fully de-mountable so that should the Board require access to its maintained watercourses, at any time, then the structure can be easily removed.

However, the Board recognises that certain fences are required for the increased security of land or property, and therefore demountable fences will not always be appropriate. In these instances, the Board will place a condition on any consent for these fences to be constructed such that should that there be a requirement for these fences to be removed in times of emergency, or if the Board requires access to carry out any major improvement schemes, then the Board shall do so under its powers under the Land Drainage Act 1991.

#### **5.4 HEDGES & BUSHES**

Machines drivers cannot see through, nor work over hedges or bushes, and therefore the Byelaw will **not** be relaxed, except where there is always suitable and safe access for all operations on the opposite bank and where the opposite bank owner is not unduly inconvenienced. The applicant will be expected to obtain written consent from the opposite land owner (if different to the applicant).

Any consented hedges or bushes shall be located with the centre a minimum of 1.0 metre away from the brink of the watercourse, and shall be maintained by the applicant so as not to encroach over the drain. Access gates (minimum 3.6m or 12ft wide) and continued access behind the hedge may still be required.

#### **5.5 TREES**

**No trees shall be planted within 9.0 metres of Board-maintained watercourse.**

Any existing trees, regardless of whether planted or self-seeded, are the responsibility of the adjacent landowner, and shall be maintained so as not to cause an obstruction to the Board whilst carrying out its statutory duties under the Land Drainage Act 1991.

Any trees planted outside the 9.0 metre distance from a Board-maintained watercourse shall be maintained by the adjacent landowners such that any lateral growth does not cause an obstruction to the Board whilst carrying out its statutory duties under the Land Drainage Act 1991.

In either of the above cases, the Board reserves the right to carry out maintenance on any trees it deems as an obstruction, and to recover the costs from the relevant landowner. Where it is more cost-effective for trees to be removed in toto, then the Board will seek agreement from the relevant landowner and a proportion of the costs may be recovered.

#### **5.6 ELECTRICITY POLES LIGHTING COLUMNS ETC.**

Poles and columns adjacent to drains are inherently unstable and are not recommended. Wherever possible, an alternative route should be found away from the watercourse. Where a suitable alternative cannot be found, then the Byelaw may be relaxed on condition they are placed no closer than 1.0 metre to the brink of the drain and the minimum clearance between the wires and the surrounding ground level is no less than **10.0** metres (NB: to ensure the correct safe working distance, the minimum clearance distance from ground level may increase depending on the voltage of the wire).

#### **5.7 IRRIGATION & ABSTRACTION EQUIPMENT**

No equipment shall be positioned within 9.0 metres of Board-maintained watercourses.

With the ever increasing requirement for water transfer and irrigation The Board recognises the flexibility required within the Byelaw relaxation process. All related equipment, be it permanent or temporary to be positioned within the 9.0 metres Byelaw zone should be applied for Byelaw relaxation. In every case Byelaw relaxation with conditions may be sought and agreed in the knowledge this information will be stored in order to advise the Board machine operators whilst out in the 'field'.



## **5.8 ANY OTHER ITEMS**

Please contact the Board for further guidance.

## **6. PROCEDURE**

- a) The applicant shall apply in writing to the Board, using the relevant application form, along with a plan or diagram, any relevant details, and the application fee (flat fee of £50).
- b) The Board's officers will consider the effect of the application on its current and future maintenance regimes, any foreseen future works to the watercourse and any environmental benefit.
- c) Most applications will be determined using delegated powers. Any deferred applications, and those falling outside the guidelines, will be determined by the relevant Committee or Board meeting.
- d) The applicant is either notified in writing of a refusal or issued with a consent signed by the Chief Executive.
- e) The Chief Executive will report to the next Board meeting any delegated consents issued.
- f) An approved highly visible marker post to be positioned adjacent to equipment approved to be positioned within the Byelaw zone will apply this may also include vegetation maintenance procedures.
- g) The Board may remove any unconsented obstruction from within the 9.0 metre Byelaw zone and recover associated costs involved with any works.
- h) Any damage caused to the Board's equipment or Board maintained infrastructure following incidents with third party unconsented apparatus/equipment will be recovered at cost from the third party involved.

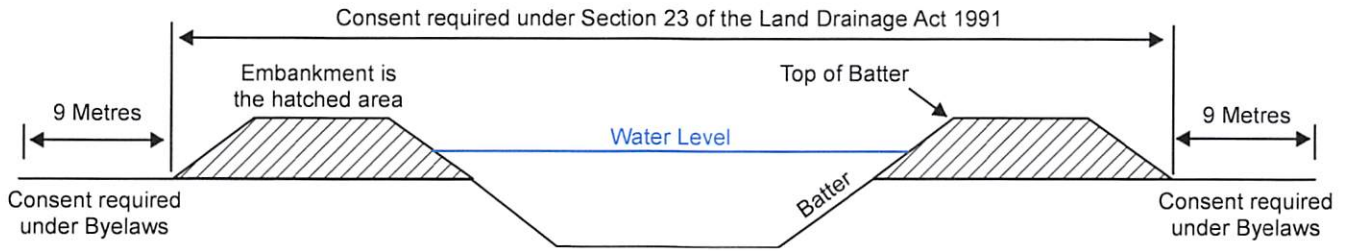
## **7. FURTHER GUIDANCE**

This document should be read in conjunction with the Board's "Standard Conditions for Relaxing the 9 Metre Byelaw", along with the Board's "Policy on Culverting".

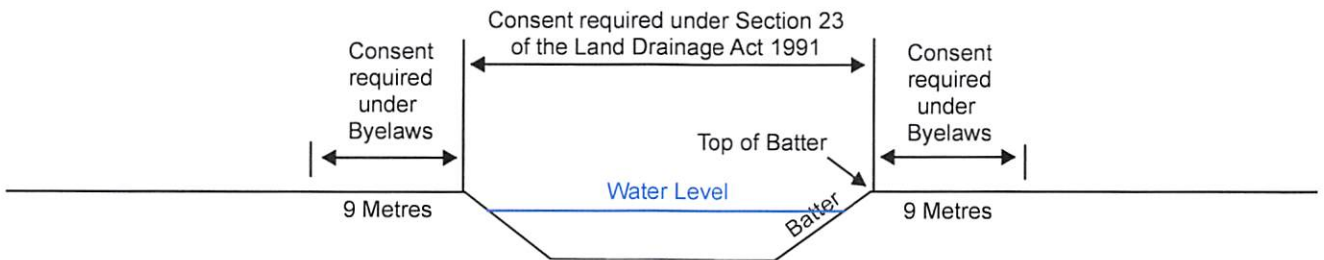
Further information and application forms are available on request from the Board's offices, or can be downloaded from the Board's website at [www.blacksluiceidb.gov.uk](http://www.blacksluiceidb.gov.uk).

# CONSENT WIDTH CRITERIA FOR BOARD-MAINTAINED WATERCOURSES

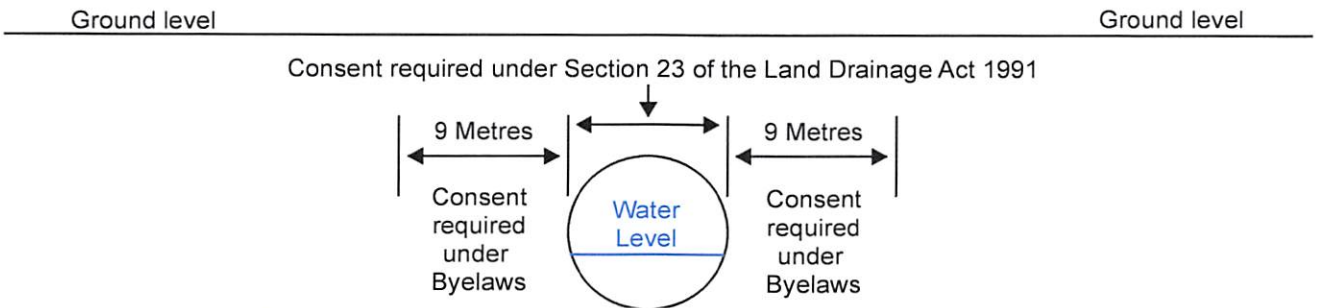
## Open Watercourse with Embankments



## Open Watercourse without Embankments



## Culverted\* Watercourse



\* A culvert may be various forms of enclosed watercourse, but is usually a pipe.

# Black Sluice Internal Drainage Board

## Policy No: 10

### Delegation of Authority Policy

Review Dates:

Reviewed	Audit & Risk Committee 26 <sup>th</sup> April 2017
Board Approved	

#### DELEGATION OF AUTHORITY TO COMMITTEES

##### Executive Committee

1. Approve salary levels for members of staff.
2. Recruitment of Senior Officers.
3. Set levels of rents for Board's property and land.
4. Approve awards of large contracts following tender or quotation submission.
5. Approve orders for plant expenditure in excess of £10,000 within annual budget estimate.
6. Approve any changes to the investment portfolio of the Bourne Fen Farm Account.
7. Any formal consent which requires determination before the next Board Meeting which officers cannot approve.
8. Approve any item of expenditure up to a value of £40,000.

Minutes of all actions taken by the Executive Committee should be presented to the following meeting of the Board

##### Works Committees

1. Any formal consent which requires determination before the next Board Meeting which officers cannot approve.
2. Approve any individual works or scheme up to a value of £25,000.

Minutes of all actions taken by the Works Committees should be presented to the following meeting of the Board.

##### Structures Committee

1. Determine applications for the renewal of Bridges and Culverts and the level of any contribution required from the ratepayer

Minutes of all actions taken by the Bridges & Culverts Committee should be presented to the following meeting of the Board.

##### Environment Committee

1. Approve expenditure of the Environmental budgets to the level set in the annual budgets.

Minutes of all actions taken by the Environment Committee should be presented to the following meeting of the Board.

## **Audit & Risk Committee**

1. To investigate any activity within its responsibilities
2. To seek any information that it requires from any Officer or employee of the Board and all employees are directed to cooperate with any request made by the Committee
3. To obtain outside legal or independent professional advice, and secure the attendance of outsiders with relevant experience and expertise if it consider this necessary

Minutes of all actions taken by the Audit & Risk Committee should be presented to the following meeting of the Board.

## **Nominations Committee**

1. Prepare nominations for approval of the Board in the Board meeting following an election and any vacancies mid-term.

Minutes of all actions taken by the Nominations Committee should be presented to the following meeting of the Board.

## **DELEGATION OF AUTHORITY TO BOARD MEMBERS AND OFFICERS**

### **Chairman of the Board**

1. Sign agreements on behalf of the Board.
2. Negotiate purchases and sales on behalf of the Board.
3. Approve expenditure and arrangements for inspections, meetings, visits and other similar items.
4. Setting the agenda, type and tone of the Board discussions and chairing Board meetings, to promote effective decision making and constructive debate;
5. Providing leadership to the Board;
6. Taking responsibility for the Board's composition and development;
7. Ensuring proper information is made available to the Board;
8. Planning and conducting Board meetings effectively;
9. Getting all Board members involved in the Board's work;
10. Promoting effective relationships and open communication, both inside and outside the Boardroom, between the non-executive Board members and the Executive Committee;
11. Overseeing the induction and development of Board members;
12. Ensuring the Board focuses on its key tasks;
13. Engaging the Board in assessing and improving its performance;
14. Ensuring effective implementation of Board decisions;
15. Establishing a close relationship of trust with the Chief Executive and Finance Manager, providing support and advice, while respecting executive responsibility;
16. Representing the Board and presenting the Board's aims and policies to the outside world;
17. Understanding the views of ratepayers, contributing councils and key stakeholders and ensuring that effective lines of communication exist with the board;
18. Ensuring that the Board engages effectively with the community they represent;
19. Ensuring Board compliance with legislative and Governance requirements;
20. Reviewing value for money and setting benchmark targets.



## **Chairmen of Works Committees**

1. Approve minor works.
2. Approve consents for relaxing Bye-Laws:
  - Relaxation to 4.5 metres from the centre line when a watercourse is piped.
  - Relaxation to 6.0 metres if a clear strip of land is left clear adjacent to the watercourse for the sole use of the Board.
  - Relaxation to allow bushes to be planted 4.5 metres and trees 6.0 metres from the brink of a small or medium sized drain.

## **Chief Executive**

1. Day to day operation of the Board.
2. Recruitment of staff and workforce.
3. Approve expenditure up to a value of £10,000 on maintenance of plant and items which are included in annual estimates and regular budgeted expenditure (e.g. Electricity) in excess of £10,000.
4. Sign Board cheques and instructions to the bank with the Finance Manager, with the Operations Manager and/or the Finance Supervisor substituting if required.
5. Sign agreements and consents on behalf of the Board as set out in the Board's policies.
6. Delivering the operational performance of the IDB, as dictated by the Board's overall strategy;
7. Formulating and successfully implementing Board policy;
8. Developing strategic operating plans that reflect the longer term corporate objectives and priorities established by the Board;
9. Maintaining an ongoing dialogue with the Chairman of the Board;
10. Ensuring that the operating objectives and standards of performance are not only understood but owned by the management and other employees;
11. Providing leadership to the management and employees;
12. Assuming full accountability to the Board for all IDB operations;
13. Building and maintaining an effective executive management;
14. Deriving and delivering improved value for money.
15. Closely monitoring the operating and financial results against plans and budgets;
16. Taking remedial action where necessary and informing the Board of significant changes;
17. Representing the IDB at meetings with major ratepayers contributing councils, professional associations and key stakeholders;
18. Advising the Board on changes in legislation or regulations that affect the operation of the Board;
19. Arranging for the review and audit of the IDB processes and procedures.

## **Finance Manager**

1. Responsible Financial Officer.
2. Approve the write-off of Drainage Rates up to a value of £250.
3. Approve the investment of Board funds in accordance with the Board's Financial Regulations.
4. Approve expenditure up to a value of £10,000 on maintenance of plant and items which are included in annual estimates and regular budgeted expenditure (e.g. Electricity) in excess of £10,000.
5. Sign Board cheques and instructions to the bank with the Chief Executive, with the Operations Manager and/or the Finance Supervisor substituting if required.



6. Ensuring that adequate operational planning and financial control systems are in place;
7. Closely monitoring the operating and financial results against plans and budgets;
8. Taking remedial action where necessary and informing the Board of significant changes;
9. Representing the IDB at meetings with major ratepayers contributing councils, professional associations and key stakeholders;
10. Advising the Board on changes in legislation or regulations that affect the operation of the Board;
11. Arranging for the review and audit of the IDB processes and procedures.
12. Sign agreements on behalf of the Board as set out in the Boards policies.
13. Deputise for the Chief Executive.

### **ADDENDUM**

From 12 May 2021, all duties and responsibilities, relating to finance at points 3,4, and 5, but not consenting and enforcement, of the Chief Executive Officer included in this policy are delegated to the Operations Manager until further notice.

# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **MINUTES**

of the proceedings of a meeting of the Executive Committee

held at the Offices of the Board on  
2<sup>nd</sup> November 2021 at 2pm

### **Members**

Chairman - \* Mr K C Casswell

\* Cllr P Bedford

Mr J Fowler

\* Mr M Rollinson

\* Mr M Brookes

\* Mr P Holmes

\* Member Present

In attendance: Mr I Warsap (Chief Executive)  
Mr D Withnall (Finance Manager)

#### 1874 **RECORDING THE MEETING - Agenda Item 1**

Committee members were informed that the meeting would be recorded.

#### 1875 **APOLOGIES FOR ABSENCE - Agenda Item 2**

Apologies were received from Mr J Fowler.

#### 1876 **DECLARATIONS OF INTEREST - Agenda Item 3**

No declarations of interest were received.

#### 1877 **MINUTES OF THE LAST MEETING - Agenda Item 4**

Minutes of the last meeting held on 29<sup>th</sup> September 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

#### 1878 **CONFIDENTIAL MINUTES OF THE LAST MEETING - Agenda Item 5**

Confidential Minutes of the last meeting held on 29<sup>th</sup> September 2021, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

#### 1879 **MATTERS ARISING - Agenda Item 6**

##### (a) **SOUTH LINGS WATER PARTNERSHIP (SLWP)– Minute 1855(b)**

The Chief Executive informed the committee that there is a lot of work going on, with the focus currently on identifying a single site for February 2022 for the South Lincolnshire Reservoir (SLR). The Chairman noted the concern of hearsay around farmers and the potential location of the reservoir.

The Chief Executive noted that a group called the 'South Lincolnshire Farming Group' has obtained funding from Water Resources East (WRE) as part of the SLWP and its first meeting is to be held this Friday, 5<sup>th</sup> November. The group is made up of Farming and advisory members which Black Sluice IDB are part of.

**(b) 2021/22 CAPITAL SCHEMES BUDGET – RED DIESEL – Minute 1857(a)**

Mr P Holmes referred to the increase of £46,000 as result of no longer being able to use red diesel. Mr P Holmes has spoken with a supplier, who noted that the difference between red diesel and diesel engine road vehicle (DERV / white diesel) is 46 pence. Therefore, an increase of £46,000 would indicate that the Board use 100,000 litres of red diesel, questioning if this is correct?

The Chief Executive responded that the Board use more than 100,000 litres per year. The Finance Manager noted that in 2020 91,667.97 litres was used for drain maintenance and in total have used 140,133 litres. However, noted that some of this will be rechargeable to the Environment Agency (EA) for their works. Therefore, it will only be an increased cost of £46,000 to the Board.

The Chairman noted that ADA have not given up this fight, noting that there is a lot of resistance from some IDBs. Cllr P Bedford added that Lord Porter is in the press today announcing that South Holland District Council Tax will have to rise significantly, one of the main reasons being because IDBs increase in cost now not being able to use red diesel.

The Chairman noted the concern around the potential increase in diesel being stolen in machines left out on site when it is white diesel.

**(c) 2022/23 PLANT BUDGET – Minute 1857(b)**

The Chief Executive referred to the proposed draft plant accounts to be produced on a 5 year replacement cycle based on purchasing outright or lease agreements for the committee to review.

The Chief Executive noted that work has commenced on this, and discussion taken place with excavator suppliers. Realistically, because of the lease purchase interest rates, purchasing outright with a five year warranty is favourable. JCB, Hitachi and Volvo are being contacted and the new proposed plant budget will, if available in time, be presented to the Board.

The Chief Executive also noted the comparison of running costs between the JCB and Hitachi, noting that Hitachi seem to have lower running costs over the years, although are more expensive to buy in the first instance. It was also confirmed that plant it currently on an eight year replacement cycle, and most maintenance costs come from within the last three years of the cycle, hence the proposal to reduce this cycle to five years.

Mr P Holmes questioned if the JCB Twiga type machine has been on demo yet? The Chief Executive noted that the Board have not had it on demo yet and will inform members when it is coming.

The Chief Executive also informed the committee that on the 9<sup>th</sup> November, Royal Smals Cutter Suction Machine begins in the North Forty Foot Drain (NFFD) at the Punchbowl Lane end, working towards Cooks Lock Pumping Station over three weeks. Royal Smals and ADA were proposing to hold a demonstration day, but nothing has been circulated yet.

**(d) INSURANCE ARRANGEMENTS – Minute 1861(a)**

The Finance Manager summarised that the pumping station cover has been taken out in its entirety, as per the emails between the Executive Committee and Board's Officers to reach this decision to self-insure and increase the General Reserve by a further 10% over ten years.

The Finance Manager also noted that the Audit & Risk Committee have reviewed this decision and there was a suggestion from one member of the committee to seek cover with a £300,000 excess (amount that will be available eventually with the extra 10% in the reserve). The Finance Manager did highlight that a policy with £1000,000 excess was considered but made very little difference to the premium.

The Chairman felt that it wouldn't make much difference from the £100,000 excess and further suggested that work commences in 2022 on the insurance renewal. Mr M Brookes noted that if a suitable insurer was found, then the Board wouldn't need to wait for the renewal in September 2022, it could be taken straight away.

Mr M Rollinson noted that a proactive approach needs to be taken with the insurance arrangements, adding that he feels a blank sheet review of the insurance would be beneficial. The Finance Manager noted that he held meetings with three insurance brokers in July 2021 in readiness for the September 2021 renewal. Cllr P Bedford noted that another IDB who use Townergate for insurance also only received their renewal quote a matter of days before the renewal date. The Chairman noted that the NFU are showing more interest in insuring the Board.

The committee did not see the value of a policy with £300,000 excess. The Finance Manager adding that it would be a case of assessing the benefits in that catchment to achieve Grant in Aid funding or, if no benefits were established, then it may be a case of rethinking what would be built there. Mr P Holmes noted that, perhaps in the future, the physical building of a pumping station may not be necessary. The Chief Executive noted that the next pumping station to be built in the Board's catchment, will be external pumps. The Chief Executive noted that, in regard to the potential South Lincolnshire Reservoir (SLR), if water levels are raised in the South Forty Foot Drain (SFFD) and therefore pumps not able to gravitate, it has been explained that the Board's pumps are not designed for continuous pumping. The whole catchment will need to be reconfigured.

All AGREED that the suggestion of the £300,000 excess policy be considered by the Board, with the Executive Committee of the view that it won't add any value.

The Chairman noted that it would be interesting to know what other IDBs have done regarding insurance, this year.

**(e) CHIEF EXECUTIVE OFFICER – Minute 1855(d)**

It was agreed and thereby RESOLVED to exclude the public from the next part of the meeting due to the confidential nature of the business to be transacted, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**1880 TO CONSIDER PERIOD 06 MANAGEMENT ACCOUNTS - Agenda Item 7**

The Finance Manager reminded that committee that the draft Period 6 Management accounts were presented at the previous Executive Committee meeting, in draft form. The Finance Manager highlighted the following points:

- Currently at £121, 597 over budget for Rechargeable Income because of the Environment Agency (EA) Recovery work
- Schemes underspend covers the overspend in Drain Maintenance
- Pumping Station Maintenance is £47,000 overspent. The Finance Manager noted that he is not sure how this will be recovered, unless we have a dry winter and do not use the amount electricity previously used. The Finance Manager also noted that he feels tighter control and better budgeting is also required and so has proposed some changes to the procurement policy through the Audit & Risk Committee, which will be presented to the Board. It was felt that this overspend may be partially a result of the two wet winters, but also a result of every job being done immediately, even if it could wait. It was confirmed that in the current budgets, the level of electricity included is slightly inflated, but not to the levels seen in the past two years.
- Drainage Rates & Special Levies - Court is booked for 22<sup>nd</sup> November 2021. At the date of producing the agenda, there was £52,000 outstanding, however there is £13,000 due today. There are 26 summonses to the magistrates court, typically there being 6-8 by the court date.

**1881 TO RECEIVE THE QUARTER 2 FORECAST - Agenda Item 8**

The Finance Manager noted that the detail of the Quarter 2 Forecast has been presented separately to the agenda..

The Finance Manager noted that the orange boxes have had changes made compared to the budget.

The following changes to schemes were noted:

- No further work being done on the Graft Drain this year. The money will be recovered into the budget.
- Kirton Marsh and Horbling Pumping Station roof replacements have been removed, as discussed in June 2021.
- Great Hale Pumping Station Weedscreen Cleaner has been removed to allow for Wyberton Pumping Station pump refurbishment.
- £20,000 worth of jetting identified as needing to be done this year. The remaining £34,000 will be deferred to future years.
- £20,000 has been included for additional Alternate Access Works.
- Only expecting 2 x £1,000 culvert contributions, so the other £3,000 has been released into the budget.
- Grant in Aid (GiA) – All the schemes that remain in there, except for the pumping station automation, the income was received last year, so it is only the income from this year that is showing.



- Lane Dyke Culvert Replacement – deferred to next year by the Environment Agency (EA)
- Leaves Lake Drove Diversion – scheme is not going ahead, after taking out the GiA Manager's costs, the remaining will be returned.
- Summer cutting – due to be completed by the end of Period 9
- Desilting to be delayed by two months, as discussed in June 2021, forecasting that drain maintenance will come in on budget

The Chief Executive noted that, from an operational point of view, cutting was commenced a month later than usual this year and is on track to finish before Christmas. This programme has therefore been reduced by a month, which has been aided by cropping and reduced rainfall.

Cllr P Bedford noted that the North Forty Foot Drain (NFFD) from Ferry Lane to Holland Fen is really overgrown with reeds. Cllr P Bedford noted that the road is going to be closed for five weeks for road repairs, noting that it may be a good opportunity to complete the works whilst the road is closed. The Chief Executive noted that he will discuss with the Operations Manager.

1882 TO RECEIVE AN INITIAL INDICATION OF THE 2022/23 BUDGET - Agenda Item 9

The Finance Manager explained that this budget presented meets the aims of a balanced budget and reserve increased to 30% in the next ten years.

The Finance Manager noted that he has also included £46,000 increase in Drain Maintenance due to no longer being able to use red diesel from next year, 1.25% National Insurance increase will be absorbed in the Wages Oncost Reserve. The 2.5% Pay Award will be covered by an increase of 2.5% for Drain Maintenance from 2022/23. Everything else has been left at an inflation rate of 2% for the first three years and 2.5% from 2025/26.

The Finance Manager highlighted to the committee the increase in rate of 7.29% in 2022/23, but after that the increase decreases to 4.53%, followed by 4.47%, 3.5% and 2.5% for the remaining years.

The Chairman questioned whether Board approval is required to increase the General Reserve to 30%? The Finance Manager noted that these minutes will be presented to the Board, along with all the previous minutes, and suggested that this first draft of the budget is also presented.

The Finance Manager also noted the letter sent to the special levy paying councils as advance warning of the increases expected. It was confirmed that no responses have been received.

Mr P Holmes gave the example situation of in 5 years' time say, insurance premiums decrease, and the decision is taken to insure everything again? The Finance Manager responded that the committee and Board could then review what they wanted the target general reserve to be.

The Finance Manager confirmed that the Joint Practitioners Guide advises that the Board should have reserves between 3 and 12 months of expenditure.

Mr M Rollinson questioned if it needed separating in a separate insurance reserve? The Finance Manager noted that he couldn't see any benefit in doing that.

It was also included that an increase in the EA Precept has also been included, as the Finance Manager anticipates an increase soon due to not having an increase for the past 12 years.

The Chairman thanked the Finance Manager for his work.

The Committee RESOLVED to recommend the first draft 2022/23 budget be adopted and be shared with the Councils if adopted by the Board.

1883 TO CONSIDER COMMITTEE MEMBERSHIP RECOMMENDATIONS TO THE BOARD - Agenda Item 10

The Chairman explained that he felt that a Nominations Committee meeting wasn't necessary and that the Executive Committee could consider committee membership recommendations.

Executive Committee

The Chairman noted that he felt this committee works really well. Mr M Rollinson noted that he agrees it works very well but noted that there are two duplicates within it and so an additional member could be added. Mr P Holmes also felt it works really well. The Finance Manager noted that the Terms of Reference may need to be reviewed to add the Structures Chairman and Environment Chairman.

Environment Committee

The Chairman highlighted two vacancies within the Environment Committee; one Northern Works and Southern Works.

The Chairman suggested that Mr R Needham (Northern) would be valuable on the Environment Committee.

Mr M Rollinson noted that he would be happy to join the Environment Committee if needed.

The Committee RESOLVED to recommend that Mr R Needham and Mr M Rollinson join the Environment Committee.

Structures Committee

The Chairman highlighted one vacancy on the Structures Committee. It was suggested that Mr C Wray would be valuable on the Structure Committee.

The Committee RESOLVED to recommend that Mr C Wray join the Structures Committee.

Audit & Risk Committee

The Chairman highlighted two vacancies (both Northern Works elected members). Mr M Brookes noted that Mr M Leggott would be valuable on Audit & Risk Committee. It was suggested that Mr J Fowler would be valuable on the Audit & Risk Committee.

The Committee RESOLVED to recommend that Mr M Leggott and Mr J Fowler join the Audit & Risk Committee.

The Chairman of each committee to contact the recommended members to see if they would be willing.

1884 TO REVIEW THE DRAFT TIMETABLE FOR 2022 MEETINGS - Agenda Item 11

The Finance Manger presented the amended draft timetable for 2022 meetings, with the most significant change being to the timing of the Southern Works and Northern Works Inspections, which are now proposed to be in July. It was confirmed that the operations team think it is viable to hold them in July and that there will be works to look at.

The Finance Manager noted the remaining 2021 Executive Committee meeting scheduled for 14<sup>th</sup> December 2021, adding that due to the addition of this meeting, it may not be deemed as necessary. All AGREED to cancel the Executive Committee scheduled for 14<sup>th</sup> December 2021 and the budgets will be presented to the Executive Committee at their meeting in January 2022.

1885 ANY OTHER BUSINESS - Agenda Item 12

(a) PROPOSED ACCESS & MAINTENANCE PROPOSALS – DRAIN 36/7 SLEAFORD

The Chief Executive reminded the committee of this matter that was discussed at the Southern Works Committee meeting on 28<sup>th</sup> September 2021, briefly summarising that there is a large development planning application that runs alongside the drain, which will cause problems for mechanical maintenance of the drain.

The Chief Executive noted that the Board's Officers have been in contact with Lincolnshire County Council (LCC) and North Kesteven District Council (NKDC) and have received the following response from a planning officer at NKDC:

*'Whilst the planning system shouldn't normally duplicate other legislation, in this instance I think it entirely appropriate in the interests of managing flood risk that the Council uses a number of planning conditions to ensure that these matters are addressed. Specifically;*

- *Removal of 'permitted development' rights meaning no construction of gates, walls, fences, hard surfaces etc within the 6m distance shown on the latest layout plan*
- *Condition requiring management and removal of any dredged arisings in the area stated*
- *Submission of evidence that the applicant has entered into the necessary indemnity with you'*

The Chief Executive noted that this is the first time support like this has been encountered and it has been circulated to the other Councils to see if they could impose something similar with future applications. Thanks has also been expressed to NKDC.

## **(b) BOARD MEETING ARRANGEMENTS**

The Chief Executive explained to the committee that there will possibly be new member training in the morning, followed by a buffet and presentation to long serving Board Members, with the meeting to commence at 2pm with members from the Environment Agency (EA) in attendance.

It was confirmed that the meeting will be hybrid, allowing members to virtually attend if they don't feel comfortable to attend physically. Members will also be asked to complete a lateral flow test prior to the meeting.

The Chairman felt it would be very cramped in the Board Room with full attendance, noting the increased rate of COVID-19 at the moment.

Mr M Rollinson felt it is personal choice, if members don't feel comfortable to attend physically then they have the option to attend virtually.

Discussion took place around the difficulty of chairing the meeting virtually, due to the formation of the new Board.

All AGREED to see if Swineshead Village Hall or another venue is available to hold the Board Meeting on 23<sup>rd</sup> November 2021.

## **(c) ENVIRONMENT AGENCY (EA) FUNDING FOR WORK ON HIGHLAND CARRIERS**

The Chief Executive referenced the monies received from the EA for the works on the Highland Carriers. This work has now been completed and has been completed for less than estimated. The Operations Manager has therefore been in discussion with the EA regarding using this money to complete work on other EA assets.

The Operations Manager has identified another 31 sites for potential work (£500,000 worth of work) and has met with Adrian Clack (EA) this morning to present these to him. Adrian Clack has instructed the Operations Manager to forward this information and costings and orders will be received for all of this work by the end of the week. The Operations Manager also highlighted to Adrian Clack that some expensive equipment would be required to complete some of these works, to which Adrian Clack instructed the Operations Manager to purchase the equipment. Adrian Clack highlighting that IDBs offer efficiency as they do not require supervision whilst undertaking the work.

Adrian Clack has also told the Operations Manager to think positively about South Forty Foot Drain desilting and has additional recoverable works available for the Board to complete in the region of £1 million. It was also noted that payment recovery was expected from the EA for all the pumping station inspection work at Ewerby, South Kyme and Damford-

The committee thanked the Operations Manager for his work.

## **(d) BRITISH TELECOM (BT) – BOARD'S PHONE SYSTEM**

The Finance Manager reminded the committee that the Board purchased its telephone system five years ago, it is currently working fine with no problems. At the time, the Board signed a five year contract for the service, which is now coming to an end.

The only options with BT are to sign another five year contract or out of contract prices are increased by 75%. The Finance Manager noted his concern around signing up for another five years with phones that will then be ten years of age and so has sought other quotations.

	Monthly	3 year	Total Cost 5 year	Annual Equivalent
BT Out of Contract (Software Only)	£341		£20,483	£4,097
BT 60 Month Contract (Software Only)	£247		£14,790	£2,958
Rydal 36 Month Software & New Hardware)	£345	£12,420	£14,940	£2,988
Rydal 60 Month Software & New Hardware)	£287		£17,220	£3,444
Avaya through HBP	£157	£6,721	£10,499	£2,100

All AGREED to use Avaya through HBP.

(e) RATING FOR SOLAR PARKS

Mr M Rollinson questioned the Board's policy regarding rating for Solar Parks? The Finance Manager responded that the existing solar parks within the Board's catchment are dual purpose and so they pay business rates on the solar panels but also pay agricultural rates on the land they are situated on. If it was hardstanding, it would all be business rates and would therefore be transferred to the council.

The Chief Executive highlighted another point of whether non-agricultural crops such as crops grown for Anaerobic Digesters should be classed as agriculture? Mr P Holmes noted that it would be on a rotational basis.

There being no further business the meeting closed at 15:38.



# Black Sluice Internal Drainage Board

## 2021/22 Forecast

### Quarter 2 - Period 6 - September 2021

Description	2021/22 Budget	2021/22 Forecast	Difference	Q1	Q2	Q3	Q4
				Actual	Actual	Forecast	Forecast
Rates & Levies	2,209,972	2,204,234	(5,738)	1,355,877	241,316	578,547	28,494
Interest & Grants	298,501	182,772	(115,729)	3,676	3,994	2,190	172,912
Development Fund	5,000	5,000	0	0	0	0	5,000
Other Income	22,867	23,596	729	7,351	11,748	1,171	3,325
Rechargeable Income	595,301	736,775	141,474	92,515	266,494	268,580	109,186
Solar Income	18,752	17,077	(1,675)	6,407	5,699	2,041	2,930
<b>Total Income</b>	<b>3,150,393</b>	<b>3,169,453</b>	<b>19,060</b>	<b>1,465,826</b>	<b>529,252</b>	<b>852,529</b>	<b>321,847</b>
Board Funded Schemes	204,000	142,875	61,125	43,044	11,891	20,940	67,000
FDGiA/Local Levy Schemes	282,000	788,334	(506,334)	8,138	2,713	190,257	587,227
Pumping Station Maintenance	392,841	440,143	(47,302)	86,939	87,843	95,029	170,332
Drain Maintenance	893,205	888,033	5,172	127,703	252,111	348,161	160,058
Environmental Schemes	20,000	16,248	3,752	4,756	1,351	6,293	3,848
Administration & Establishment	564,313	566,492	(2,179)	141,380	135,695	139,194	150,223
EA Precept	276,552	276,552	0	138,276	0	138,276	0
Solar Expenses	2,538	3,414	(876)	1,973	1,441	0	0
Rechargeable Expenditure	541,183	693,764	(152,582)	89,450	260,891	244,164	99,260
<b>Total Expenditure</b>	<b>3,176,632</b>	<b>3,815,855</b>	<b>(639,224)</b>	<b>641,658</b>	<b>753,935</b>	<b>1,182,314</b>	<b>1,237,948</b>
<b>Surplus / Deficit</b>	<b>(26,239)</b>	<b>(646,402)</b>	<b>(620,163)</b>	<b>824,167</b>	<b>(224,684)</b>	<b>(329,785)</b>	<b>(916,101)</b>



Black Sluice Internal Drainage Board

2021/22

Quarter 2 - Period 6 - September 2021

Table with columns: Account, Description, 2021/22 Budget, 2021/22 Estimate, Variance, April Actual 01, May Actual 02, June Actual 03, July Actual 04, August Actual 05, September Actual 06, October Forecast 07, November Forecast 08, December Forecast 09, January Forecast 10, February Forecast 11, March Forecast 12.

Total Income 3,150,393 3,169,453 19,060 375,577 878,414 211,834 177,212 200,007 152,033 122,399 637,532 92,598 (20,984) 57,386 285,445

Detailed table of income items including account numbers, descriptions, budget, estimate, variance, and monthly forecasts for various schemes and projects.



3002	Summer Cutting	574,493	571,712	2,781	12,637	13,891	12,932	21,978	115,608	106,414	125,211	95,452	67,588						
3006	Drain Maintenance	243,802	241,411	2,391	46,698	36,273	5,271	2,401	3,577	2,132								65,192	79,866
3008	Bushing	64,910	64,910		6,864	(6,864)													
3010	Jetting	10,000	10,000									31,043	26,367	7,500					
	Drain Maintenance	893,205	889,033	5,172	66,199	43,301	18,204	24,379	119,185	108,547	125,211	126,495	96,455	10,000	67,692	82,366			
3011	Environmental	10,000	14,936	(4,936)	161	2,523	761	312	430	609	5,308	308	677	1,581	1,962	305			
3012	Rubbish Collection	5,000	1,009	3,991	1,009														
3013	Environmental Surveying	5,000	303	4,697		303													
	Environmental Schemes	20,000	16,248	3,752	1,170	2,826	761	312	430	609	5,308	308	677	1,581	1,962	305			
4001	Admin Salary	424,999	435,388	(10,389)	37,601	37,642	37,276	36,074	36,520	37,752	35,371	35,467	35,424	35,401	35,460	35,401			
	Administration Staff Costs	424,999	435,388	(10,389)	37,601	37,642	37,276	36,074	36,520	37,752	35,371	35,467	35,424	35,401	35,460	35,401			
4002	New Office	12,000	11,223	777	2,125		602	1,019	574	753	681	996	1,654	1,437	732	648			
4003	Administration	54,617	49,891	4,726	3,752	2,777	3,486	4,775	3,664	2,070	4,320	1,602	3,773	5,066	4,667	9,939			
	Establishment Costs	66,617	61,114	5,503	5,877	2,777	4,089	5,794	4,239	2,823	5,001	2,598	5,427	6,503	5,399	10,587			
4005	Environment Agency Precept	276,552	276,552			138,276													
	EA Precept	276,552	276,552			138,276													
4004	Miscellaneous	6,726	6,905	(179)	378	23	7	123	134	540	734	202	1,453	262	208	2,841			
4006	Inspection	5,500	6,464	(964)						964						5,500			
4007	Election	500	500										500						
4010	Equipment / Building Maint	14,999	13,535	1,464	2,019	3,452	36		737	291	5,000		1,000						
	Miscellaneous Charges	27,725	27,404	321	2,398	3,475	43	123	871	1,794	5,734	202	2,953	262	208	9,341			
5001	Depot	44,772	42,386	2,386	3,030	3,890	3,283	3,630	3,324	2,751	3,404	4,262	3,251	3,500	3,650	4,411			
5003	Hessle Drive	200	200									100				100			
	Depot Costs	44,972	42,586	2,386	3,030	3,890	3,283	3,630	3,324	2,751	3,404	4,362	3,251	3,500	3,650	4,511			
5020	Solar Expenses - Swineshead PS	246		246															
5021	Solar Expenses - Swineshead HQ	266	1,441	(1,175)				1,191		250									
5022	Solar Expenses - Donington NI	169	164	5	164														
5023	Solar Expenses - Chainbridge	169	164	5	164														
5024	Solar Expenses - Wyberton	169	164	5	164														
5025	Solar Expenses - Great Hale	169	164	5	164														
5026	Solar Expenses - Holland Fen	169	164	5	164														
5027	Solar Expenses - Cooks Lock PS	169	164	5	164														
5028	Solar Expenses - Gosberton PS	337	164	173	164														
5029	Solar Expenses - Black Hole PS	169	164	5	164														
5030	Solar Expenses - Heckington PS	169	164	5	164														
5031	Solar Expenses - Damford PS	169	164	5	164														
5032	Solar Expenses - Dowsby Fen PS		164	(164)	164														
5033	Solar Expenses - Dyke Fen PS	168	164	4	164														
	Solar Expenses	2,538	3,414	(876)	1,973			1,191		250									
<<7001..7999	Rechargeable Expenditure	541,183	693,764	(152,582)	17,392	13,669	58,388	76,548	75,519	108,823	94,138	68,729	81,296	(21,686)	47,695	73,251			
		541,183	693,764	(152,582)	17,392	13,669	58,388	76,548	75,519	108,823	94,138	68,729	81,296	(21,686)	47,695	73,251			
<b>Total Expenditure</b>		<b>3,176,632</b>	<b>3,815,855</b>	<b>(639,224)</b>	<b>175,553</b>	<b>311,125</b>	<b>154,981</b>	<b>192,646</b>	<b>268,180</b>	<b>293,109</b>	<b>298,451</b>	<b>329,076</b>	<b>554,786</b>	<b>167,952</b>	<b>388,618</b>	<b>681,378</b>			
Surplus / Deficit		(26,239)	(646,402)	(620,163)	200,024	567,290	56,853	(15,435)	(68,173)	(141,076)	(176,052)	308,456	(462,188)	(188,936)	(331,232)	(395,933)			



**BLACK SLUICE INTERNAL DRAINAGE BOARD**  
**2022/23 Budget and 10 Year Estimates**  
**1st Draft for November Exec**

Income	Actual	Budget	Forecast @	Budget / Estimates									
	2020/21	2021/22	P06 2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Rates and Levies	2,143,773	2,209,972	2,204,234	2,367,459	2,474,766	2,585,426	2,675,966	2,743,033	2,811,777	2,882,197	2,954,294	3,028,067	3,103,517
Interest & Investment Income	16,247	16,501	13,272	17,500	17,850	18,207	18,571	18,943	19,321	19,708	20,102	20,504	20,914
Grants/Local Levy	316,986	282,000	169,500	520,000	790,000	521,000	530,000						
Contribution Development Fund	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Other Income	58,526	22,867	23,596	24,068	24,549	25,040	25,541	26,051	26,573	27,104	27,646	28,199	28,763
Rechargeable Income	368,040	595,301	736,775	570,608	276,020	281,541	287,171	292,915	298,773	304,749	310,844	317,060	323,402
Solar Panel Income	17,121	18,752	17,077	17,419	17,767	18,122	18,485	18,854	19,232	19,616	20,009	20,409	20,817
<b>TOTAL INCOME</b>	<b>2,925,693</b>	<b>3,150,393</b>	<b>3,169,453</b>	<b>3,522,053</b>	<b>3,605,952</b>	<b>3,454,336</b>	<b>3,560,734</b>	<b>3,104,796</b>	<b>3,180,676</b>	<b>3,258,374</b>	<b>3,337,894</b>	<b>3,419,239</b>	<b>3,502,413</b>

Expenditure	Actual	Budget	Forecast @	Budget / Estimates									
	2020/21	2021/22	P06 2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Board Funded Schemes	302,926	204,000	142,875	170,000	259,000	294,000	315,000	255,000	273,000	281,000	290,000	317,000	324,925
FDGiA/Local Levy Funded Schemes	141,222	282,000	788,334	520,000	790,000	521,000	530,000						
Pumping Station Maintenance	326,769	392,841	440,143	448,946	457,925	467,083	478,760	490,729	502,998	515,573	528,462	541,673	555,215
Electricity	247,733												
Drain Maintenance	823,466	893,205	888,033	951,793	970,829	990,246	1,015,002	1,040,377	1,066,386	1,093,046	1,120,372	1,148,382	1,177,091
Environmental Works	15,873	20,000	16,248	20,000	20,400	20,808	21,328	21,861	22,408	22,968	23,542	24,131	24,734
Administration & Establishment	559,536	564,314	566,492	580,655	595,171	610,050	625,301	640,934	656,957	673,381	690,216	707,471	725,158
EA Precept	276,552	276,552	276,552	276,552	276,552	276,552	276,552	276,552	283,466	290,552	297,816	305,262	312,893
Rechargeable Expenditure	315,597	541,183	693,764	530,798	256,763	261,898	267,136	272,479	277,929	283,487	289,157	294,940	300,839
Solar Panel Expenditure	2,327	2,538	3,414	3,482	3,552	3,623	3,714	3,806	3,902	3,999	4,099	4,202	4,307
<b>TOTAL EXPENDITURE</b>	<b>3,012,001</b>	<b>3,176,633</b>	<b>3,815,855</b>	<b>3,502,226</b>	<b>3,630,192</b>	<b>3,445,260</b>	<b>3,532,794</b>	<b>3,001,739</b>	<b>3,087,045</b>	<b>3,164,007</b>	<b>3,243,664</b>	<b>3,343,060</b>	<b>3,425,162</b>

OPENING BALANCE	1,220,944	1,234,636	1,234,636	588,234	608,061	583,821	592,897	620,837	723,894	817,525	911,892	1,006,122	1,082,301
Introduced from Plant Reserve	100,000												
SURPLUS / (DEFICIT) IN YEAR	(86,308)	(26,240)	(646,402)	19,827	(24,240)	9,075	27,940	103,057	93,631	94,367	94,230	76,179	77,251
<b>CLOSING BALANCE</b>	<b>1,234,636</b>	<b>1,208,396</b>	<b>588,234</b>	<b>608,061</b>	<b>583,821</b>	<b>592,897</b>	<b>620,837</b>	<b>723,894</b>	<b>817,525</b>	<b>911,892</b>	<b>1,006,122</b>	<b>1,082,301</b>	<b>1,159,551</b>

Reserve % of Expenditure	40.99%	38.04%	15.42%	17.36%	16.08%	17.21%	17.57%	24.12%	26.48%	28.82%	31.02%	32.37%	33.85%
Reserve % of Expenditure (Excl Grants)	45.81%	41.75%	19.43%	20.39%	20.56%	20.28%	20.68%	24.12%	26.48%	28.82%	31.02%	32.37%	33.85%

<b>RATE</b>	<b>12.84</b>	<b>13.16</b>	<b>13.16</b>	<b>14.12</b>	<b>14.76</b>	<b>15.42</b>	<b>15.96</b>	<b>16.36</b>	<b>16.77</b>	<b>17.19</b>	<b>17.62</b>	<b>18.06</b>	<b>18.51</b>
Increase in Rates		2.49%	2.49%	7.29%	4.53%	4.47%	3.50%	2.51%	2.51%	2.50%	2.50%	2.50%	2.49%



**BLACK SLUICE INTERNAL DRAINAGE BOARD  
RISK REGISTER**

Objectives	Ref	Risk	Potential Impact of Risk	Potential Likelihood of Risk	Risk Score	Gaps in control	Action Plan
To provide and maintain standards of sound needs based sustainable flood protection.	1.1	Being unable to prevent flooding to property or land (a) Coastal flooding from failure or overtopping of defences	High	Low	3		
	1.1	(b) Fluvial flooding from failure or overtopping of defences	High	Medium	6		
	1.1	(c) Flooding from failure of IDB pumping stations or excess rainfall	High	Low	3		
	1.1	(d) Flooding from sewers or riparian watercourses	Medium	Low	2		
	1.2	Loss of Electrical Supply	High	Low	3		
	1.3	Pumps failing to operate	High	Low	3		Maintenance
	1.4	Board Watercourses being unable to convey water	Medium	Low	2		Maintenance
	1.5	Operating machinery to maintain watercourses	Medium	Low	2		Training
	1.6	Claims from third parties for damage to property or injury	Medium	Low	2		
	1.7	Third Parties damage to Board maintained assets	Medium	Low	2		
	1.8	Loss of senior staff	Medium	High	6		
	1.9	Insufficient finance to carry out works	Medium	Low	2		
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss of biodiversity.	2.1	Prosecution for not adhering to environmental legislation	Medium	Low	2		BAP
	2.2	Non delivery of objectives	Low	Low	1		BAP
To provide a 24 hour/365 day emergency response for the community	3.1	Emergency Plan inadequate or not up to date	Low	Low	1		Review
	3.2	Insufficient resources (Staff and Equipment)	Medium	Low	2		Review
	3.3	Critical Incident loss of office	High	Low	3	None	
To provide a safe and fulfilling working environment for staff.	4.1	Injury to staff and subsequent claims and losses	Medium	Low	2		Training
	4.2	Not complying with Health and Safety legislation	High	Low	3		Consultant
To maintain financial records that are correct and comply with all recommended accounting practice.	5.1	Loss of cash	Low	Low	1	None	
	5.2	Loss of money invested in building societies, banks and managed funds	Medium	Low	2	None	
	5.3	Fraud by senior officers	Medium	Low	2	None	
	5.4	Inadequacy of Internal Checks	Medium	Low	2		
	5.5	Fraudulent use of credit cards	Low	Medium	2		
To ensure that all actions taken by the Board comply with all current UK and EU legislation	6.1	Board Members in making decisions	Low	Low	1		
	6.2	Not complying with all employment regulations and laws	Medium	Low	2		
A cost efficient IDB that provides a Value for Money service.	7.1	Collecting insufficient income to fund expenditure	Low	Low	1		Accounts
	7.2	IDB abolished or taken over	Low	Low	1		
Information Technology and Communications	8.1	Loss of telemetry	Medium	Low	2		Maintenance
	8.2	Loss of telephone Communications	Low	Low	1		
	8.3	Loss of Internet Connection	Medium	Low	2		
	8.4	Network Failure	High	Low	3		
	8.5	Breach in Cyber Security	Medium	Low	2		
	8.6	Network Security Breach	Medium	Low	2		
	8.7	Virus being introduced to Network	Medium	Low	2		
	8.8	Loss of accounting records	Medium	Low	2	None	
	8.9	Loss of rating records	Medium	Low	2	None	



# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

### **AGENDA ITEM 14(a)**

#### **PERIOD 07 MANAGEMENT ACCOUNTS**

##### **Income**

- Drainage Rate income has improved in P07, we are now £10k ahead of budget and there is just over 2% of the rates left to collect. We have a court date of the 22<sup>nd</sup> of November 2021, which there are currently 21 accounts outstanding.
- Invoiced Rechargeable work is now £132,315 greater than budget.

##### **Expenditure**

- Overall, £222,788 has not been spent on Schemes that were in the budget for period 1 to 7. This has been reviewed by the Executive at the meeting last week and the Forecast will be incorporated into the accounts and presented to the Board meeting.
  - Still only £26k of the budgeted £60k has been spent on the Graft Drain scheme so far.
  - The jetting budget of £54k in P01 to P07 has still not been spent yet
  - The Lane Dyke Culvert Replacement FDGiA scheme has only had £1117 of its £102k (P01-P07) budget spent
  - The Leaves Lake Drove culvert FDGiA scheme has only had £1558 of its budget spent- £42k
  - The Alternate Programme Access work has still only spent £6864 of £20k
  - The general culvert replacement budget has also not been spent - £5k
  - PS Automation etc. is showing £9055 overspent but this should be recovered through FDGiA and possibly the £57k we have already spent will be as well.
- PS Maintenance is currently £51,665 overspent on budget with £4k of this being charged in P06
- Drain Maintenance deficit has reduced by £2k to £107,488 overspent
  - £3,997 Summer cutting
  - -£1,789 Desilting
- Admin & Establishment is now £17,368 overspent
  - Admin Salary overspent £14,383 relating to Acting Up costs
  - Office & Admin costs £3,820 underspent
  - Equipment & Building (including miscellaneous and inspection) charges are now £1,101 overspent
  - Depot costs are £5,704 overspent also.

##### **Balance Sheet**

- Plant Account is now £70,647 down on the same point last year
- £54,840 costs waiting to be invoiced on balance sheet
- BFF investment stands at £366,728
  - Estimated income £10,866
- BSIDB Investment £503,829
  - Estimated Income £14,094

# Black Sluice Internal Drainage Board

## Project Summary

### 2021/22

Period 07 - October 2021

Description	Period Current Year			Year To Date					Last Year	
	Actual	Budget	Variance	Actual	Budget	Variance	Forecast	Variance	Actual YTD	Variance to Current Year
Rates & Levies	60,510	17,401	43,109	1,657,703	1,647,339	10,364	1,614,594	43,109	1,582,749	74,954
Interest & Grants	190,827	1,072	189,755	198,497	9,643	188,854	197,928	569	127,972	70,524
Development Fund	0	0	0	0	0	0	0	0	0	0
Other Income	1,190	2,878	(1,688)	20,289	17,949	2,340	18,678	1,611	27,111	(6,821)
Rechargeable Income	64,270	53,552	10,718	423,279	290,964	132,315	462,561	(39,282)	244,144	179,135
Solar Panel Income	1,469	1,110	359	13,575	14,891	(1,316)	13,216	359	14,396	(821)
<b>Total Income</b>	<b>318,266</b>	<b>76,013</b>	<b>242,253</b>	<b>2,313,344</b>	<b>1,980,786</b>	<b>332,558</b>	<b>2,306,977</b>	<b>6,367</b>	<b>1,996,372</b>	<b>316,972</b>
Schemes	2,238	0	(2,238)	60,212	283,000	222,788	57,914	(2,298)	67,868	7,657
Pumping Station Schemes	1,379	0	(1,379)	9,191	65,000	55,809	7,811	(1,380)	61,971	52,780
Pumping Station Maintenance	20,770	24,344	(4,363)	153,633	151,824	(51,665)	149,270	(4,363)	152,521	(5,329)
Electricity	7,937			49,856			49,856	0	45,639	0
Drain Maintenance	123,003	125,211	2,208	502,817	395,329	(107,488)	505,025	2,208	563,678	60,861
Environmental Schemes	5,050	308	(4,742)	11,156	15,167	4,011	11,415	259	5,661	(5,496)
Administration & Establishment	64,698	44,510	(20,188)	341,774	324,406	(17,368)	326,585	(15,189)	324,651	(17,122)
EA Precept	0	0	0	138,276	138,276	0	138,276	0	0	(138,276)
Rechargeable Expenditure	(14,395)	48,684	63,079	400,216	264,513	(135,703)	444,479	44,263	219,089	(425,271)
Solar Panel Expenses	0	0	0	3,414	0	(3,414)	3,414	(0)	2,327	(1,087)
<b>Total Expenditure</b>	<b>210,680</b>	<b>243,057</b>	<b>32,377</b>	<b>1,670,544</b>	<b>1,637,515</b>	<b>(33,029)</b>	<b>1,694,045</b>	<b>23,501</b>	<b>1,443,406</b>	<b>(471,283)</b>
<b>Surplus / (Deficit)</b>	<b>107,586</b>	<b>(167,044)</b>	<b>274,630</b>	<b>642,800</b>	<b>343,271</b>	<b>299,529</b>	<b>612,932</b>	<b>29,868</b>	<b>552,966</b>	<b>89,834</b>
<b>Movement on reserves</b>										
Plant Reserve	(29,296)	48,684	77,980	(183,045)	(264,513)	(81,468)	(183,045)	0	(253,786)	(70,741)
Pump Engineer Oncost	(672)	0	672	2,588	0	(2,588)	2,588	0	13,824	11,236
Wages oncost Reserve	(10,190)	0	10,190	(28,587)	0	28,587	(28,587)	0	(59,576)	(30,989)
Grants Manager	0	0	0	0	0	0	0	0	0	0
<b>Surplus / (Deficit)</b>	<b>147,744</b>	<b>(215,728)</b>	<b>185,788</b>	<b>851,843</b>	<b>607,784</b>	<b>354,999</b>	<b>821,975</b>	<b>29,868</b>	<b>852,504</b>	<b>180,328</b>

# Black Sluice Internal Drainage Board

## Drainage Rates & Special Levies

### 2021/22

Period 07 - October 2021

#### Drainage Rates & Special Levies Due

##### Drainage Rates

Annual Drainage Rates - Land and/or buildings	1,097,205.86	
Land/Property - Value Decreased	(10,466.73)	
Land/Property - Value Increased	9,452.95	
New Assessment	1,013.64	
Write Offs & Irrecoverables	(2,340.24)	
Adjustments required for Special Levy		
Summons Collection Costs	75.00	
<b>Balance</b>	1,094,940.48	49.67%

##### Special Levies

Boston Borough Council	842,837.86	
South Holland District Council	134,532.30	
North Kesteven District Council	71,228.24	
South Kesteven District Council	60,696.02	
	1,109,294.42	50.33%

<b>Total Due</b>	<b>2,204,234.90</b>	<b>100.00%</b>
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#### Drainage Rates & Special Levies Collected

B/F Arrears/(Allowances)	(867.40)	
Payments Posted	1,075,159.54	
Returned Amount	(1,350.08)	97.97%
Paid Refund	(234.00)	
Bourne North Fen Trust Contribution		
Special Levies Received	584,995.22	52.74%
<b>Total Received</b>	1,657,703.28	

#### Drainage Rates & Special Levies Debtors

Special Levy Outstanding	524,299.20	47.26%
Drainage Rates Outstanding	22,232.42	2.03%
	546,531.62	
	<b>2,204,234.90</b>	



# Black Sluice Internal Drainage Board

## Income & Expenditure Summary

### 2021/22

Period 07 - October 2021

	This Year	Last Year	Variance
Drainage Rates	1,072,708	1,046,294	26,414
Special Levies	584,995	536,455	48,540
Recoverable	423,279	244,144	179,135
Misc Income	219,549	155,615	63,934
Solar Panel Income	13,575	14,396	(821)
	2,314,106	1,996,904	317,203
Employment Costs	743,231	669,577	(73,654)
Property	105,357	82,998	(22,359)
General Expenses	119,800	126,915	7,115
Materials / Stock	33,914	19,718	(14,196)
Motor & Plant	134,518	166,024	31,506
Miscellaneous	325,455	79,167	(246,287)
Recharges	(403,611)	(453,009)	(49,398)
Plant	403,599	453,009	49,410
<b>Total Expenditure</b>	1,462,263	1,144,400	(317,864)
<b>Net Surplus / (Deficit)</b>	<b>851,843</b>	<b>852,504</b>	<b>(661)</b>

# Black Sluice Internal Drainage Board

## Balance Sheet at Period End

2021/22

Period 07 - October 2021

	<u>This Year</u>		<u>Last Year</u>	
	£	£	£	£
Operational Land & Buildings Cost	1,009,350		739,350	
Pumping Stations Cost	3,861,354		3,861,354	
Non-operational Property Cost	165,000		130,000	
Vehicles, Plant & Machinery Cost	844,800		1,011,648	
<b>Fixed Assets</b>		<b>5,880,504</b>		<b>5,742,352</b>
Stock	33,246		19,772	
Debtors Control	77,489		63,384	
VAT	13,824		(33,692)	
Car Loans	6,764		11,181	
Prepayments	87,201		81,337	
Drawings Bank Account	(51,835)		(97,065)	
Call Bank Account	310,000		310,000	
Petty Cash	263		360	
Highland Water	0		0	
Work in Progress	(620,589)		(412,815)	
Nat West Government Procurement C	0		0	
Brewin Dolphin Investment	503,829		464,900	
Natwest Reserve Account	2,327,863		1,730,316	
<b>Total Current Assets</b>		<b>2,688,055</b>		<b>2,137,678</b>
Trade Creditors	(8,038)		(15,944)	
PAYE & NI Control Account	(27,452)		(22,666)	
Superannuation Contrl Account	(18,869)		(16,194)	
Accruals	(76,346)		(34,242)	
<b>Total Liabilities</b>		<b>(130,704)</b>		<b>(89,046)</b>
Pension Liability		(3,476,000)		(2,744,000)
		<b>4,961,856</b>		<b>5,046,984</b>
Capital Reserve	5,874,826		5,561,654	
Pension Reserve	(3,476,000)		(2,744,000)	
Brewin Dolphin Revaluation	3,829		(35,100)	
<b>Total Capital</b>		<b>2,402,655</b>		<b>2,782,554</b>
Revenue Reserve	1,234,635		1,220,944	
Development Reserve	377,507		198,476	
Plant Reserve	67,405		19,408	
Wages Oncost Reserve	27,810		(26,902)	
General Resere	851,843		852,504	
<b>Total Reserves</b>		<b>2,559,200</b>		<b>2,264,429</b>
		<b>4,961,856</b>	<b>0</b>	<b>5,046,984</b>
<b><u>Cash &amp; Bank Balances</u></b>				
Drawings Account		(51,835)		
Call Account		8,485	310,000	
Natwest Reserve Account @ 0.01%		2,327,863		
Petty Cash		263		
Chargecard		0		
Monmouthshire BS @ 0.40%		301,515	30 Day Notice	
		<b>2,586,291</b>		



# Black Sluice Internal Drainage Board Investment Summary 2021/22 Period 07 - October 2021

PORTFOLIO P1684056 VALUATION DATE 04 Nov 2021 ⓘ

📅 CHOOSE DATE ▾

## Portfolio Overview

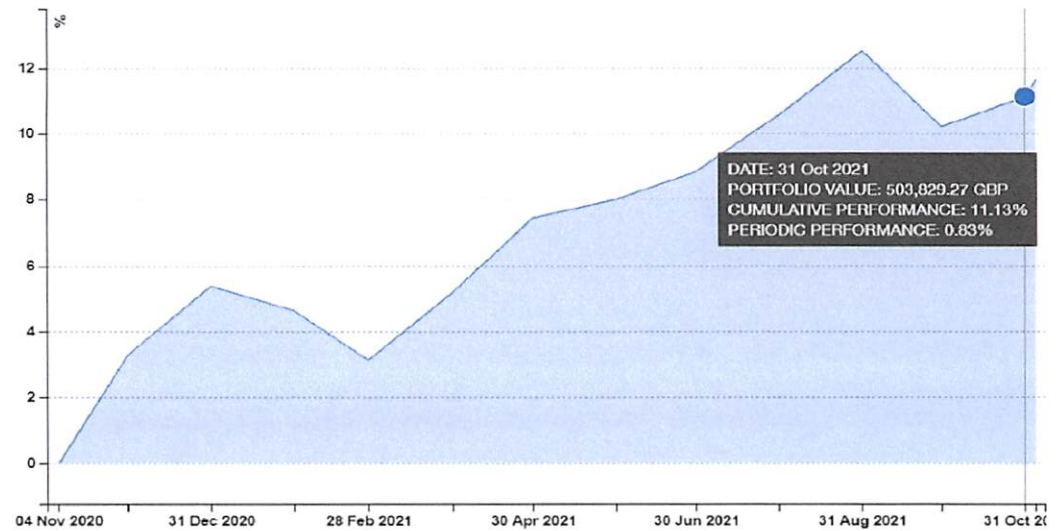
LAST 12 MONTHS PERFORMANCE  
**11.66%** ↑

TOTAL VALUE  
**506,203.21 GBP**

ESTIMATED ANNUAL INCOME  
**14,093.51 GBP**

## Performance

CUMULATIVE PERIODIC



# Black Sluice Internal Drainage Board BFF Investment Summary 2021/22 Period 07 - October 2021

PORTFOLIO P0000789299 VALUATION DATE 04 Nov 2021

CHOOSE DATE

## Portfolio Overview

LAST 12 MONTHS PERFORMANCE  
**16.81%** ↑

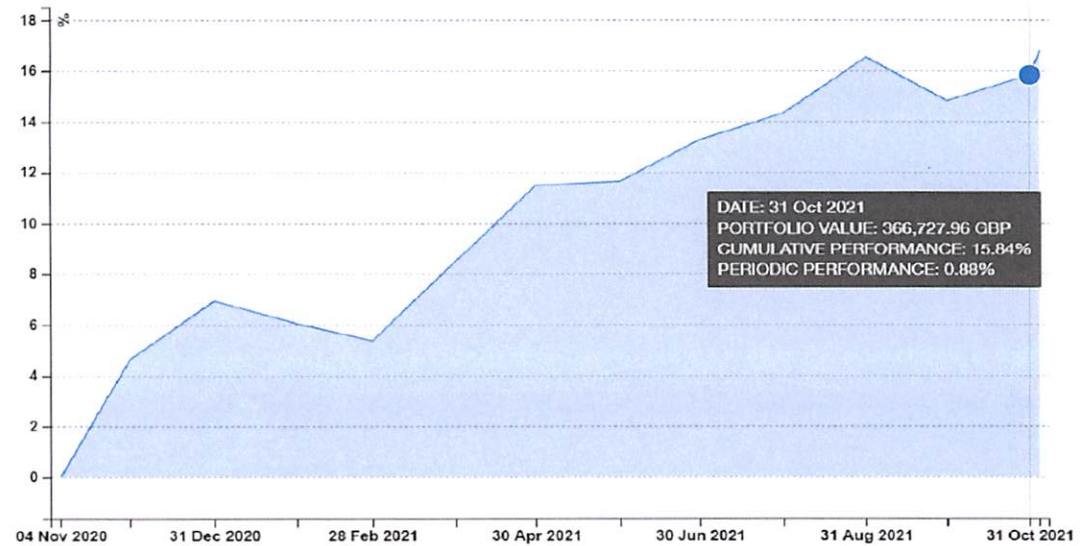
TOTAL VALUE  
**369,794.18 GBP**

ESTIMATED ANNUAL INCOME  
**10,866.30 GBP**

## Performance

CUMULATIVE PERIODIC

CHART  
Gross



**BLACK SLUICE INTERNAL DRAINAGE BOARD**

**BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

**AGENDA ITEM 14(b)**

**DRAINAGE RATES REPORT**

**1. Drainage Rate Revaluations**

Listed below recommendation for drainage rate revaluations:

<b>Account Ref</b>	<b>Location of Revaluation</b>	<b>Description</b>	<b>Existing Valuation</b>	<b>Proposed Valuation</b>	<b>Write Off</b>
3702	Town Dam Lane, Donington	Glass houses removed	£20,059	£1,080	<b>£2,340.23</b>

**BLACK SLUICE INTERNAL DRAINAGE BOARD**

**BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

**AGENDA ITEM 15**

**ANNUAL REPORT ON HEALTH & SAFETY**

The following report outlines to Board Members how Health & Safety is effectively managed by the Board. Listed below are the methods that the Board are implementing and reviewing Health and Safety within the organisation.

1. A new 5 year contract with Cope Safety Management has been agreed which commenced June 2019 to act as our Health & Safety Advisors.

The cost to the Board is £1,385.52 per annum. The Operations Manager carries out day to day management of Health and Safety with onsite inspections undertaken by the Works Manager and Works Supervisor.

2. Cope Safety Management has carried out the following inspections and reviews this year:-

Full Day - 29/06/2021 with a further half day provisionally arranged in December; Review of Safe System of Work and Risk Assessments and Method Statements, to include site visits and general review of Policy.

3. The Board has a Health and Safety Policy statement, signed by the Chief Executive and displayed at the Office, this will be reviewed in April 2022.

During the period 25<sup>th</sup> October 2020 to 24<sup>th</sup> October 2021 there have been no near miss reports.

4. Six accidents have been recorded in the Accident book during the period 25<sup>th</sup> October 2020 to 24<sup>th</sup> October 2021.

Date	Accident	Weighting
01/12/2020	Cut finger on workshop saw	1
17/02/2021	Spade caused injury to ankle	1
26/03/2021	Ladder slipped on owl box bracket	1
08/07/21	Tripped over and fractured elbow	3
22/09/21	Pulled muscle in neck	1
30/09/21	Broken drill bit punctured thumb	1

*Accident Weighting Factor*

- 1 = Low Return to work the same/next day  
2 = Medium RIDDOR reportable accident (3 day rule)  
3 = High RIDDOR reportable (major injury or condition)

5. The Board are continuing to work with Western Power Distribution and the Health and Safety Executive to ensure that a safe method of working is followed when operating machinery near overhead electrical wires.

All machine operators were reminded of their actions and consequences at the Pre-Cutting Briefing.

6. The following Health & Safety and Plant training courses have taken place during the period:

<u>Name</u>	<u>Date</u>	<u>Type of Course</u>
Ryan Banham	19.07.21	Emergency First Aid at Work
Stephan Brown	19.07.21	Emergency First Aid at Work
Chris Duku	19.07.21	Emergency First Aid at Work
Alex Emms	19.07.21	Emergency First Aid at Work
Stuart Hanger	19.07.21	Emergency First Aid at Work
Jill Himsworth	19.07.21	Emergency First Aid at Work
Paul Nicholson	19.07.21	Emergency First Aid at Work
Adam Warnes	19.07.21	Emergency First Aid at Work
Jessica Baxter	29.07.21	Emergency First Aid at Work
Pat Banham	29.07.21	Emergency First Aid at Work
Stephan Brown	29.07.21	Emergency First Aid at Work
Mick Lancaster	29.07.21	Emergency First Aid at Work
Dale Roy	29.07.21	Emergency First Aid at Work
Rob Smith	29.07.21	Emergency First Aid at Work
Tom Wilson	29.07.21	Emergency First Aid at Work
Amy Chamberlain	29.07.21	Emergency First Aid at Work
Kev Methley	29.07.21	Emergency First Aid at Work
Ian Warsap	29.07.21	Emergency First Aid at Work

7. Risk Assessments for high risk areas of work are prepared by the Operations Manager, designed to identify any risk and thereafter reduce the risk of any danger and/or accident by developing a safe method of working via a Method Statement. The Method Statements are introduced to the workforce prior to any works taking place.
8. Health & Safety Booklets have been issued to all employees.
9. Personal Protective Equipment relevant to the Boards operations is issued and kept up to date with all employees.
10. Annual Lifting Operations and Lifting Equipment Regulations (LOLER) testing is carried out on all the Boards lifting equipment (access platform, chains, slings, eye bolts, straps) by/for our insurers, defective items being replaced.
11. A Lone Workers Policy is currently in place and a new automated lone working device using mobile phone technology is now being used by all operatives.

P Nicholson  
Operations Manager



# **BLACK SLUICE INTERNAL DRAINAGE BOARD**

## **BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

### **AGENDA ITEM 16**

#### **SOUTH LINCOLNSHIRE WATER PARTNERSHIP (SLWP)**

#### **INCORPORATING THE SOUTH LINCS RESERVOIR (SLR) UPDATE**

The basic configuration of the SLR as adopted for Gate 1 comprises a transfer from the River Trent to the Witham with a maximum capacity of 300MI/d and a 500MI/d intake/diversion on the Witham near Boston to feed the 50Mm<sup>3</sup> SLR either via a pipeline or an open water transfer. The use of local sources from the South Forty Foot Drain are also considered with a 150MI/d intake or by making use of this watercourse as the open water transfer. All abstractions would be subject to Hands Off Flow conditions.

The River Witham and SFFD can offer significant blending to the Trent water during normal years and some although reduced blending during droughts. The option to use the Nene and Welland as additional blending sources have also been explored. Results from initial estimates have indicated a modest increase in blending during normal years and a small increase during droughts, while considering the impact of climate change. Therefore, these sources would not add material yield to the scheme. Given this, the significant cost of transferring water from these catchments to the SLR and the likely additional needs arising from future sustainability reductions, this transfer option is not being recommended at this stage.

The SLR has the potential to provide many benefits to the area in addition to providing public water supply (PWS). The following multi-sector design features have been considered as part of the preliminary feasibility stage which is published in the gate one report (see the Black Sluice IDB website for the link):

- Multi-purpose reservoir system storing raw water for PWS, flood risk mitigation and irrigation (agricultural) purpose.
- Flood storage compartment (cell) or separate Flood Storage Areas (FSA) to capture South Forty Foot Drain (SFFD) flood flows and possible reuse for a network of secondary farming reservoirs.
- Separate agricultural reservoirs.
- Bank storage wetlands to capture and purify winter flows.
- Open water transfer/widening of the SFFD to provide navigation and flood storage.
- Wetlands on (or by) spring-fed streams to allow PWS use, slow the flow and provide a source of irrigation.
- Catchment management to improve water quality on the SFFD to allow PWS use.

To inform the concept design team of the South Lincolnshire Reservoir, the project team need to have sufficient detail of all advantages and disadvantages of incorporating open channel transfers in place of piped transfers. This should include, but is not limited to the following, this work is currently out to tender with suitably approved consultants.

- The risks associated with Invasive Non-Native Species
- Seepage and evaporation losses, as well as assessing a potential increase as a result of the new transfer (existing & new modelling work should help assess this).
- The risks associated with surface run-off from fields in the catchment
- Capital and operational costs
- Carbon

- Other operational risks, including resilience to storms and other extreme weather events, and how those risks could be managed
- Liability risks in respect of potential impacts on adjoining landowners, users of the open channel and the public
- Risk of sediment mobilisation
- Risk associated with lifting (continuous pumping) water from the surrounding lowland catchments
- Risk associated with the removal of gravity flows from the surrounding lowland catchments
- The operational risks of BSIDB pumping stations on the banks of the open channel transfer routes
- The operational risks to existing highland gravity feeds into the open water transfer route
- The operational risk of 'reversing' flows within the SFFD open water transfer route
- Navigation and other recreational benefits
- To identify/quantify catchment flood risk benefits
- Biodiversity and other environmental benefits
- The potential for providing space for emergency reservoir drawdown water within the SFFD open channel transfer (site dependent and need to confirm the volumes of storage/discharge in the open channel, compared to that needed for emergency drawdown)

A technical report is required to summarise the advantages and disadvantages of open channel transfers, specifically utilising the SFFD to transfer water from the River Witham to an as yet unidentified site for the South Lincolnshire Reservoir [for the purpose of this study, a site in South Lincolnshire can be assumed]. The report must specifically summarise all stakeholder input gained through engagement with the SLWP.

A separate item of work known as a Strategic Resource Option (SRO) Reservoir and Transfer Infrastructure Land Agency Support Briefing Note is also about to be undertaken, this will involve:

- Identification of landowners of short listed SLR site locations
- Engagement with landowners
- Verifying ownership
- Negotiation of land access and services of notice for surveys
- Land acquisition
- Development Consent Orders
- Deliverables to diligent enquiries standards
- Acceptable notices

A new farmer/land manager lead group, provisionally named the Reservoirs Farming Group funded by Water Resources East (WRE) held it's inaugural meeting on the 5<sup>th</sup> November 2021 where I (Black Sluice IDB Chief Executive) sit as an advisory member.

This group will offer advice and support to the SLWP and the SRO above.

Ian Warsap  
Chief Executive

**Black Sluice Internal Drainage Board**

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From 01/06/2021 To 30/06/2021

**Purchase Ledger Payments & Adjustments****Black Sluice Internal Drainage Board****Payments & Adjustments From 01/06/2021 To 30/06/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
BOC001	10/06/2021	Payment	3063262219	Bacs	-849.48	BOC
BOS022	10/06/2021	Payment	W0011825	Bacs	-292.50	Boston Borough Council (Waste)
CAR002	10/06/2021	Payment	48094	Bacs	-23.87	J Carr & Son
CAR003	10/06/2021	Payment	192691	Bacs	-1002.24	Carrier Rental Systems
CEM001	10/06/2021	Payment	3012891996	Bacs	-565.20	Cemex UK Materials Ltd
CLA001	10/06/2021	Payment	77600	Bacs	-175.68	Frank Clayton & Son Ltd
COP002	10/06/2021	Payment	INV-52629	Bacs	-138.55	Cope Safety Management Ltd.
DON001	10/06/2021	Payment	DCI0012335	Bacs	-16.80	Donington Engineering Supplies
DOU001	10/06/2021	Payment	434951	Bacs	-144.59	John W Doubleday Limited
HBP001	10/06/2021	Payment	SIN054764	Bacs	-735.60	HBP Systems Ltd
INL001	10/06/2021	Payment	P11D(b) 2020/2021	Bacs	-22509.18	HM Revenue & Customs
INT002	10/06/2021	Payment	5827	Bacs	-1607.88	InterLec
IRE001	10/06/2021	Payment	221145	Bacs	-11280.63	Irelands Farm Machinery Ltd
LIN002	10/06/2021	Payment	P02 2021	Bacs	-21736.19	Lincolnshire C C Pension Fund
ROY001	10/06/2021	Payment	191838	Bacs	-1092.00	Roythornes LLP
SKY001	10/06/2021	Payment	SI-18961	Bacs	-792.00	Skyreach Access Solutions Ltd
TRA006	10/06/2021	Payment	1165706334	Bacs	-12.00	Trade UK
WOO001	10/06/2021	Payment	980188	Bacs	-114.95	WBM Office Solutions Limited
CRO004	15/06/2021	Payment	P03	Bacs	-74.41	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-68.12	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-187.85	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-268.02	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-135.06	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-25.28	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-117.77	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-275.89	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-605.88	CROP LOSS

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	15/06/2021	Payment	P03	Bacs	-239.99	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-503.30	CROP LOSS
CRO004	15/06/2021	Payment	P03	Bacs	-158.12	CROP LOSS
CAP001	23/06/2021	Payment	000286	Cheque	-150.00	CAPS
BOS002	24/06/2021	Payment	29545	Bacs	-641.33	Boston Commercial Cleaners Ltd
CAM003	24/06/2021	Payment	101	Bacs	-150.00	D Campbell
CLA001	24/06/2021	Payment	77790	Bacs	-210.85	Frank Clayton & Son Ltd
COA001	24/06/2021	Payment	779	Bacs	-9924.00	C B Coate & Son
HAR001	24/06/2021	Payment	23551771	Bacs	-1593.60	TC Harrison JCB
HBP001	24/06/2021	Payment	SIN055014	Bacs	-112.80	HBP Systems Ltd
IDS001	24/06/2021	Payment	49352	Bacs	-964.06	iD Specialist Machinery
INT002	24/06/2021	Payment	5831	Bacs	-46.79	InterLec
IRE001	24/06/2021	Payment	213555	Bacs	-1761.01	Irelands Farm Machinery Ltd
JOH007	24/06/2021	Payment	R000425	Bacs	-9796.75	Johnston Quarry Group
LAR001	24/06/2021	Payment	70077	Bacs	-51.60	Ray Larrington Hydraulics
LIN002	24/06/2021	Payment	10124885	Bacs	-708.00	Lincolnshire C C Pension Fund
NOT001	24/06/2021	Payment	INV17584	Bacs	-183.36	P G & C Nottingham
PET003	24/06/2021	Payment	5106	Bacs	-693.98	Peter Smith Commercials Ltd
ROY001	24/06/2021	Payment	192130	Bacs	-600.00	Roythornes LLP
ROY002	24/06/2021	Payment	1802374493	Bacs	-944.40	Royal Mail Group Ltd
SWI001	24/06/2021	Payment	BN078825	Bacs	-102.00	Switch Electrical WholesaleLtd
TFM001	24/06/2021	Payment	263144	Bacs	-951.35	TFM Supplies
TIA001	24/06/2021	Payment	20210610-007	Bacs	-600.00	TIAA Ltd
TRA006	24/06/2021	Payment	1168602785	Bacs	-15.99	Trade UK
BAR005	10/06/2021	Payment	P03	Direct Deb	-92.37	Barclaycard Merchant Services
BAR005	10/06/2021	Payment	P03	Direct Deb	-13.68	Barclaycard Merchant Services
TOM002	14/06/2021	Payment	P03	Direct Deb	-193.32	TomTom
PAY001	17/06/2021	Payment	P03	Direct Deb	-13.20	Payzone UK Limited
WOL001	21/06/2021	Payment	P03	Direct Deb	-18335.93	Woldmarsh Producers Ltd
PIT001	24/06/2021	Payment	P03	Direct Deb	-509.60	Pitney Bowes Ltd
EVE002	28/06/2021	Payment	P04	Direct Deb	-793.56	Everything Everywhere
BOS001	28/06/2021	Payment	P04	Direct Deb	-2688.00	Boston Borough Council (Rates)
NAT004	30/06/2021	Payment	P04	Direct Deb	-140.04	Natwest

Account	Date	Type	Ref 1	Ref 2	Value	Details
NAT004	30/06/2021	Payment	P04	Direct Deb	-4.20	Natwest
					-118734.80	
Total Payments					-118734.80	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					-118734.80	

**Payments**

Bacs	-95800.90	Cheque	-150.00	Direct Deb	-22783.90	Chargecard
Bulk Bacs						

**Adjustments**

Disc		Contra SL				
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**Refunds**

Refund

*D Withnall*

Finance Manager

*P. Nichols*

Operations Manager



**Black Sluice Internal Drainage Board**

Printed on 10/11/2021 at 16:07 by AE

From 01/07/2021 To 31/07/2021

**Purchase Ledger Payments & Adjustments****Black Sluice Internal Drainage Board****Payments & Adjustments From 01/07/2021 To 31/07/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ANG101	08/07/2021	Payment	9165104	Bacs	-150.20	Anglian Water (Swineshead HQ)
BOC001	08/07/2021	Payment	3063699048	Bacs	-106.56	BOC
BOS002	08/07/2021	Payment	29631	Bacs	-801.66	Boston Commercial Cleaners Ltd
BOS019	08/07/2021	Payment	1026455	Bacs	-120.00	Boston Seeds Ltd
CAJ001	08/07/2021	Payment	80853	Bacs	-249.48	C & J Supplies
CLA001	08/07/2021	Payment	77886	Bacs	-395.29	Frank Clayton & Son Ltd
COP002	08/07/2021	Payment	INV-52828	Bacs	-138.55	Cope Safety Management Ltd.
COU002	08/07/2021	Payment	970012413	Bacs	-2232.00	Coulstock & Place Eng Co. Ltd
CRA002	08/07/2021	Payment	120652	Bacs	-60.96	Robert H Crawford & Son
CRA004	08/07/2021	Payment	17128	Bacs	-19.13	Craftwork Engineering Ltd
CRP001	08/07/2021	Payment	BS/BSIDB/WINDOWS/21	Bacs	-40.00	C & R Property Services
GAT001	08/07/2021	Payment	INV-29720	Bacs	-2970.00	Gateway Automation Ltd
HAR001	08/07/2021	Payment	23551961	Bacs	-1360.23	TC Harrison JCB
HIL002	08/07/2021	Payment	156125	Bacs	-37.32	Charles H Hill Ltd
HIT001	08/07/2021	Payment	20409118	Bacs	-936.00	Hitachi Construction Machinery
IDS001	08/07/2021	Payment	49403	Bacs	-336.00	iD Specialist Machinery
INL001	08/07/2021	Payment	P03 2021	Bacs	-21522.72	HM Revenue & Customs
INP001	08/07/2021	Payment	6653	Bacs	-1887.00	In Professional Development
IRE001	08/07/2021	Payment	221345	Bacs	-74.88	Irelands Farm Machinery Ltd
JAC001	08/07/2021	Payment	BTN/323888	Bacs	-41.40	Jackson Buildbase
JOE001	08/07/2021	Payment	36202	Bacs	-324.00	Joe Turner (Equipment) Ltd
JOH007	08/07/2021	Payment	R000436	Bacs	-3987.96	Johnston Quarry Group
LIN002	08/07/2021	Payment	P03 2021	Bacs	-21493.13	Lincolnshire C C Pension Fund
LIN018	08/07/2021	Payment	INV-0725	Bacs	-240.00	SDG Access Limited
MAS001	08/07/2021	Payment	ESI001648	Bacs	-2400.12	Mastenbroek Environmental Ltd
MET002	08/07/2021	Payment	550235	Bacs	-221.98	The Metal Store Ltd
PEO001	08/07/2021	Payment	INV75449	Bacs	-264.60	Rocksure Systems T/APeoplesaf

Account	Date	Type	Ref 1	Ref 2	Value	Details
SIL001	08/07/2021	Payment	IN546498	Bacs	-20.50	Silt Side Services Ltd
SJR001	08/07/2021	Payment	74976	Bacs	-600.00	SJR Contractors Ltd
STAN001	08/07/2021	Payment	10111	Bacs	-13230.00	Stantec UK Limited
SWI001	08/07/2021	Payment	BN079124	Bacs	-26.22	Switch Electrical WholesaleLtd
SYS001	08/07/2021	Payment	145281	Bacs	-116.40	Systematic Print Management
TRA006	08/07/2021	Payment	1174416203	Bacs	-45.81	Trade UK
WIT001	08/07/2021	Payment	INV04346	Bacs	-522.72	Witham Fourth IDB
WIT004	08/07/2021	Payment	115196	Bacs	-471.32	Witham Timber
WOO001	08/07/2021	Payment	980378	Bacs	-281.38	WBM Office Solutions Limited
CRO004	19/07/2021	Refund	chq 000280 cancelled	Refund	45.25	CROP LOSS
CRO004	19/07/2021	Refund	chq 000281 cancelled	Refund	83.20	CROP LOSS
ANG002	29/07/2021	Payment	308809	Bacs	-30.53	Anglia Bearing Company
ANG103	29/07/2021	Payment	9177240	Bacs	-13.40	Anglian Water (Black Hole PS)
ASH001	29/07/2021	Payment	21740847	Bacs	-559.58	Sunbelt Rentals Ltd
BUS002	29/07/2021	Payment	BO209321	Bacs	-236.12	B Bush & Sons Ltd
CLA001	29/07/2021	Payment	77923	Bacs	-125.71	Frank Clayton & Son Ltd
CRA001	29/07/2021	Payment	SI-5512	Bacs	-140.48	Craven & Nicholas Ltd
CRA004	29/07/2021	Payment	17470	Bacs	-32.69	Craftwork Engineering Ltd
DON001	29/07/2021	Payment	DCI0012484	Bacs	-27.90	Donington Engineering Supplies
GRA002	29/07/2021	Payment	S 4814	Bacs	-349.75	Grays of Holbeach Ltd
HBP001	29/07/2021	Payment	SIN055345	Bacs	-1216.80	HBP Systems Ltd
HGV001	29/07/2021	Payment	VBCV292018	Bacs	-229.25	Alliance Automotive T/A HGV Tr
HIL002	29/07/2021	Payment	156625	Bacs	-38.98	Charles H Hill Ltd
IDS001	29/07/2021	Payment	49532	Bacs	-1603.23	iD Specialist Machinery
INT002	29/07/2021	Payment	5856	Bacs	-1229.92	InterLec
IRE001	29/07/2021	Payment	221590	Bacs	-1715.75	Irelands Farm Machinery Ltd
LIN002	29/07/2021	Payment	10126644	Bacs	-416.19	Lincolnshire C C Pension Fund
LIV001	29/07/2021	Payment	INV-1644	Bacs	-1425.00	LIVES Training
MAN001	29/07/2021	Payment	37421	Bacs	-337.74	Mandy's Coffee Services
MOT001	29/07/2021	Payment	BTT183410	Bacs	-70.88	Motor Parts Direct Limited
NAV001	29/07/2021	Payment	43918	Bacs	-1429.60	Navitron
SHI001	29/07/2021	Payment	24127	Bacs	-1038.00	Shire Toilet Hire Ltd
TEM002	29/07/2021	Payment	4	Bacs	-2383.72	TempRight Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
TFM001	29/07/2021	Payment	263724	Bacs	-650.94	TFM Supplies
TRA006	29/07/2021	Payment	1180308751	Bacs	-92.64	Trade UK
TUT001	29/07/2021	Payment	INV-0001	Bacs	-120.00	Tutes Baps
WIT001	29/07/2021	Payment	INV04502	Bacs	-792.00	Witham Fourth IDB
WOO001	29/07/2021	Payment	980589	Bacs	-81.21	WBM Office Solutions Limited
ZEN001	29/07/2021	Payment	9854458	Bacs	-192.00	ESS Safeforce
CAP001	29/07/2021	Payment	000287	Cheque	-150.00	CAPS
BAR005	12/07/2021	Payment	P04	Direct Deb	-66.92	Barclaycard Merchant Services
BAR005	12/07/2021	Payment	P04	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	14/07/2021	Payment	P04	Direct Deb	-193.32	TomTom
PAY001	15/07/2021	Payment	P04	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/07/2021	Payment	P04	Direct Deb	-21147.15	Woldmarsh Producers Ltd
BRI005	26/07/2021	Payment	P04	Direct Deb	-236.88	British Telecom DD
EVE002	28/07/2021	Payment	P04	Direct Deb	-771.42	Everything Everywhere
BOS001	28/07/2021	Payment	P04	Direct Deb	-2688.00	Boston Borough Council (Rates)
NAT004	30/07/2021	Payment	P04	Direct Deb	-93.80	Natwest
NAT004	30/07/2021	Payment	P04	Direct Deb	-4.90	Natwest

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-119684.00	
				Total Discounts		
				Total Adjustments		
				Total Refunds	128.45	
				Total	-119555.55	

**Payments**

Bacs	-94305.53	Cheque	-150.00	Direct Deb	-25228.47	Chargecard
Bulk Bacs						

**Adjustments**

Disc		Contra SL				
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**Refunds**

Refund	128.45					
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*D Withnall*

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Finance Manager

*P. Nichol*

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Operations Manager

**Black Sluice Internal Drainage Board**

Printed on 10/11/2021 at 16:08 by AE

From 01/08/2021 To 31/08/2021

**Purchase Ledger Payments & Adjustments****Black Sluice Internal Drainage Board****Payments & Adjustments From 01/08/2021 To 31/08/2021**

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Account	Date	Type	Ref 1	Ref 2	Value	Details
SPS001	01/08/2021	Refund	P04	Refund	315.01	SP Services (UK) Ltd
ASH001	12/08/2021	Payment	21805295	Bacs	-469.58	Sunbelt Rentals Ltd
BOC001	12/08/2021	Payment	3064101239	Bacs	-133.27	BOC
BUS002	12/08/2021	Payment	WC084516	Bacs	-103.20	B Bush & Sons Ltd
CAR002	12/08/2021	Payment	48250	Bacs	-28.35	J Carr & Son
COP002	12/08/2021	Payment	INV-53073	Bacs	-138.55	Cope Safety Management Ltd.
CRP001	12/08/2021	Payment	BS/BSIDB/WINDOWS/21	Bacs	-40.00	C & R Property Services
HIT001	12/08/2021	Payment	20114737	Bacs	-82.60	Hitachi Construction Machinery
INL001	12/08/2021	Payment	2021-P04	Bacs	-24754.60	HM Revenue & Customs
INT002	12/08/2021	Payment	5868	Bacs	-221.38	InterLec
IRE001	12/08/2021	Payment	221818	Bacs	-442.46	Irelands Farm Machinery Ltd
JAC001	12/08/2021	Payment	BTN/326600	Bacs	-46.44	Jackson Buildbase
LAR001	12/08/2021	Payment	70598	Bacs	-120.00	Ray Larrington Hydraulics
LIN001	12/08/2021	Payment	INV-8656	Bacs	-606.00	LWOL Ltd
LIN002	12/08/2021	Payment	2021-P04	Bacs	-23048.40	Lincolnshire C C Pension Fund
LIN019	12/08/2021	Payment	M21-060	Bacs	-327.82	Lincolnshire Wildlife Trust
MOT001	12/08/2021	Payment	BTT183989	Bacs	-187.12	Motor Parts Direct Limited
OFF005	12/08/2021	Payment	SN804915	Bacs	-421.20	Office Furniture Online
SAL001	12/08/2021	Payment	SINV109528	Bacs	-3177.60	Salix Ltd
SHI001	12/08/2021	Payment	24995	Bacs	-173.82	Shire Toilet Hire Ltd
SIL001	12/08/2021	Payment	IN549078	Bacs	-17.38	Silt Side Services Ltd
TAU002	12/08/2021	Payment	21031023	Bacs	-619.43	TAUWI c/o Atkins Ltd
TFM001	12/08/2021	Payment	264410	Bacs	-483.34	TFM Supplies
TUT001	12/08/2021	Payment	INV-0002	Bacs	-120.00	Tutes Baps
WAT001	12/08/2021	Payment	0000003135	Bacs	-960.00	Water Management Alliance
WIT001	12/08/2021	Payment	INV04511	Bacs	-237.60	Witham Fourth IDB
WIT002	12/08/2021	Payment	I00165268	Bacs	-322.94	Witham Oil & Paint



Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	16/08/2021	Payment	P05	Bacs	-222.18	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-265.81	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-133.50	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-106.24	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-93.40	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-162.57	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-324.75	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-180.52	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-169.64	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-391.30	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-328.81	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-13.88	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-260.43	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-262.91	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-76.50	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-79.65	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-215.11	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-77.16	CROP LOSS
CRO004	16/08/2021	Payment	P05	Bacs	-212.87	CROP LOSS
CRO004	17/08/2021	Payment	000288	Cheque	-45.25	CROP LOSS
ANG102	26/08/2021	Payment	9309385	Bacs	-92.82	Anglian Water (Holland Fen PS)
BOS002	26/08/2021	Payment	29709	Bacs	-641.33	Boston Commercial Cleaners Ltd
CLA001	26/08/2021	Payment	78152	Bacs	-135.91	Frank Clayton & Son Ltd
CRA001	26/08/2021	Payment	SI-5656	Bacs	-45.73	Craven & Nicholas Ltd
CRA004	26/08/2021	Payment	17748	Bacs	-9.46	Craftwork Engineering Ltd
DON001	26/08/2021	Payment	DCI0012573	Bacs	-7.50	Donington Engineering Supplies
HBP001	26/08/2021	Payment	SIN055566	Bacs	-217.20	HBP Systems Ltd
IBB001	26/08/2021	Payment	113045	Bacs	-2116.83	Arthur Ibbett Limited
INT002	26/08/2021	Payment	5892	Bacs	-244.76	InterLec
IRE001	26/08/2021	Payment	221908	Bacs	-985.99	Irelands Farm Machinery Ltd
KIO001	26/08/2021	Payment	SIP-1400012	Bacs	-184.48	Kiowa Ltd
LAR001	26/08/2021	Payment	70681	Bacs	-26.52	Ray Larrington Hydraulics
LIN002	26/08/2021	Payment	10127954	Bacs	-416.19	Lincolnshire C C Pension Fund

Account	Date	Type	Ref 1	Ref 2	Value	Details
MGF001	26/08/2021	Payment	CAP900267001	Bacs	-18777.60	MGF (Trench Construction Sys)
MOT001	26/08/2021	Payment	BTT184834	Bacs	-218.28	Motor Parts Direct Limited
NOT001	26/08/2021	Payment	671492	Bacs	-229.50	P G & C Nottingham
OFF005	26/08/2021	Payment	SN813937	Bacs	-463.20	Office Furniture Online
PEA001	26/08/2021	Payment	203378	Bacs	-386.70	Pearson Hydraulics Ltd
ROS001	26/08/2021	Payment	00030173	Bacs	-31.82	Rossendales Ltd
SHA006	26/08/2021	Payment	1068	Bacs	-17400.00	L A Sharpe Ltd
SHI001	26/08/2021	Payment	24996	Bacs	-1047.90	Shire Toilet Hire Ltd
TEM002	26/08/2021	Payment	7	Bacs	-2075.86	TempRight Ltd
TRA006	26/08/2021	Payment	1187583502	Bacs	-40.46	Trade UK
WEL004	26/08/2021	Payment	3075	Bacs	-18504.00	Wells Plant Hire
WIT001	26/08/2021	Payment	INV04513	Bacs	-871.20	Witham Fourth IDB
HMR001	31/08/2021	Payment	APR & JUL VAT RETURN	Bacs	-50699.60	HMRC (VAT)
MOU002	31/08/2021	Payment	51504	Bacs	-75.00	Mountains Boston Sausage
CAP001	31/08/2021	Payment	000289	Cheque	-150.00	CAPS
PIT001	05/08/2021	Payment	P05	Direct Deb	-0.29	Pitney Bowes Ltd
BAR005	10/08/2021	Payment	P05	Direct Deb	-93.04	Barclaycard Merchant Services
BAR005	10/08/2021	Payment	P05	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	13/08/2021	Payment	P05	Direct Deb	-193.32	TomTom
PAY001	18/08/2021	Payment	P05	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/08/2021	Payment	P05	Direct Deb	-10328.44	Woldmarsh Producers Ltd
BRI001	23/08/2021	Payment	P05	Direct Deb	-1493.52	British Telecom
NAT004	31/08/2021	Payment	P06	Direct Deb	-39.90	Natwest
NAT004	31/08/2021	Payment	P06	Direct Deb	-4.55	Natwest
EVE002	31/08/2021	Payment	P06	Direct Deb	-773.71	Everything Everywhere
BOS001	31/08/2021	Payment	P06	Direct Deb	-2688.00	Boston Borough Council (Rates)

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-192642.25	
				Total Discounts		
				Total Adjustments		
				Total Refunds	315.01	
				Total	-192327.24	

**Payments**

Bacs	-176806.15	Cheque	-195.25	Direct Deb	-15640.85	Chargecard
Bulk Bacs						

**Adjustments**

Disc		Contra SL				
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**Refunds**

Refund	315.01					
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*D Withnall*

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Finance Manager

*P. Nichol*

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Operations Manager

**Black Sluice Internal Drainage Board**

Printed on 10/11/2021 at 16:09 by AE

From 01/09/2021 To 30/09/2021

**Purchase Ledger Payments & Adjustments****Black Sluice Internal Drainage Board****Payments & Adjustments From 01/09/2021 To 30/09/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
ADA001	10/09/2021	Payment	PSI073333	Bacs	-262.62	Adan Limited
BOS002	10/09/2021	Payment	29776	Bacs	-641.33	Boston Commercial Cleaners Ltd
BOS020	10/09/2021	Payment	045 21 22	Bacs	-684.00	Boston & North Wash Training
BUS002	10/09/2021	Payment	WC085015	Bacs	-699.96	B Bush & Sons Ltd
CLA001	10/09/2021	Payment	78202	Bacs	-154.80	Frank Clayton & Son Ltd
COP002	10/09/2021	Payment	INV-53158	Bacs	-138.55	Cope Safety Management Ltd.
CRA001	10/09/2021	Payment	SI-5740	Bacs	-89.87	Craven & Nicholas Ltd
DOU001	10/09/2021	Payment	435977	Bacs	-90.56	John W Doubleday Limited
DSE001	10/09/2021	Payment	48	Bacs	-72.00	DS Engineering
HAR001	10/09/2021	Payment	23184516	Bacs	-697.24	TC Harrison JCB
HIL002	10/09/2021	Payment	157488	Bacs	-50.06	Charles H Hill Ltd
INL001	10/09/2021	Payment	2021-P05	Bacs	-24137.96	HM Revenue & Customs
IRE001	10/09/2021	Payment	222197	Bacs	-905.15	Irelands Farm Machinery Ltd
JOH007	10/09/2021	Payment	R000509	Bacs	-1614.25	Johnston Quarry Group
KWM001	10/09/2021	Payment	12507	Bacs	-321.12	K & W Mechanical Services Ltd
LIN002	10/09/2021	Payment	2021-P05	Bacs	-22815.26	Lincolnshire C C Pension Fund
MAS001	10/09/2021	Payment	ESI001792	Bacs	-1600.80	Mastenbroek Environmental Ltd
MOT001	10/09/2021	Payment	BTT185120	Bacs	-8.23	Motor Parts Direct Limited
ROS001	10/09/2021	Payment	00030291	Bacs	-30.18	Rossendales Ltd
ROY001	10/09/2021	Payment	196824	Bacs	-390.00	Roythornes LLP
SIL001	10/09/2021	Payment	IN550778	Bacs	-41.30	Silt Side Services Ltd
TEM002	10/09/2021	Payment	3B	Bacs	-1152.28	TempRight Ltd
TFM001	10/09/2021	Payment	265223	Bacs	-560.91	TFM Supplies
TRA006	10/09/2021	Payment	1192515056	Bacs	-24.95	Trade UK
WOO001	10/09/2021	Payment	980843	Bacs	-150.19	WBM Office Solutions Limited
ANG002	23/09/2021	Payment	311158	Bacs	-71.35	Anglia Bearing Company
ASS003	23/09/2021	Payment	20316624	Bacs	-105.00	Association of Accounting Tech

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRP001	23/09/2021	Payment	BS/BSIDB/WINDOWS/21	Bacs	-40.00	C & R Property Services
EVA001	23/09/2021	Payment	IDB075	Bacs	-460.00	Noel Evans Window Cleaning
GLE001	23/09/2021	Payment	42681	Bacs	-270.00	Glen Farrow Ltd
HAR001	23/09/2021	Payment	2319721	Bacs	-277.69	TC Harrison JCB
HBP001	23/09/2021	Payment	SIN055845	Bacs	-9262.80	HBP Systems Ltd
IDS001	23/09/2021	Payment	49735	Bacs	-875.64	iD Specialist Machinery
IRE001	23/09/2021	Payment	222367	Bacs	-567.11	Irelands Farm Machinery Ltd
JAS002	23/09/2021	Payment	INV-1231	Bacs	-1744.20	Jason Brown Contracting
LAR001	23/09/2021	Payment	70924	Bacs	-163.20	Ray Larrington Hydraulics
MAS001	23/09/2021	Payment	ESI001819	Bacs	-259.50	Mastenbroek Environmental Ltd
MIL002	23/09/2021	Payment	MTI-37948	Bacs	-444.00	Mill Tyres
MOT001	23/09/2021	Payment	BTT185009	Bacs	-18.68	Motor Parts Direct Limited
MOU002	23/09/2021	Payment	52265	Bacs	-75.00	Mountains Boston Sausage
MOW002	23/09/2021	Payment	SI5	Bacs	-4427.50	G C Mowbray Ltd
PEA001	23/09/2021	Payment	204305	Bacs	-28.04	Pearson Hydraulics Ltd
PRE005	23/09/2021	Payment	1422	Bacs	-141.72	Premier Conditioned Air Servic
STAN001	23/09/2021	Payment	12876	Bacs	-2364.00	Stantec UK Limited
TEM002	23/09/2021	Payment	8B	Bacs	-3008.23	TempRight Ltd
TMC001	23/09/2021	Payment	22157	Bacs	-168.00	TMC Lifting
TOW001	23/09/2021	Payment	509514904	Bacs	-214.85	Towergate Insurance
TRA006	23/09/2021	Payment	1194942792	Bacs	-15.00	Trade UK
WEL004	23/09/2021	Payment	3095	Bacs	-42000.00	Wells Plant Hire
WES002	23/09/2021	Payment	21064379	Bacs	-300.00	Western Power Distribution
WIT001	23/09/2021	Payment	INV04517	Bacs	-1393.92	Witham Fourth IDB
CAP001	27/09/2021	Payment	000290	Cheque	-150.00	CAPS
PIT001	07/09/2021	Payment	P06	Direct Deb	-0.57	Pitney Bowes Ltd
BAR005	10/09/2021	Payment	P06	Direct Deb	-12.88	Barclaycard Merchant Services
BAR005	10/09/2021	Payment	P06	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	15/09/2021	Payment	P06	Direct Deb	-193.32	TomTom
PAY001	17/09/2021	Payment	P06	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/09/2021	Payment	P06	Direct Deb	-18011.00	Woldmarsh Producers Ltd
PIT001	20/09/2021	Payment	P06	Direct Deb	-409.60	Pitney Bowes Ltd
BOS001	28/09/2021	Payment	P07	Direct Deb	-2688.00	Boston Borough Council (Rates)



Account	Date	Type	Ref 1	Ref 2	Value	Details
NAT004	30/09/2021	Payment	P07	Direct Deb	-36.75	Natwest
NAT004	30/09/2021	Payment	P07	Direct Deb	-5.60	Natwest
Total Payments					-147562.80	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					<u>-147562.80</u>	

**Payments**

Bacs	-126029.00	Cheque	-150.00	Direct Deb	-21383.80	Chargecard
Bulk Bacs						

**Adjustments**

Disc		Contra SL				
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**Refunds**

Refund

*D Witknall*

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Finance Manager

*P. Nils*

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Operations Manager

**Black Sluice Internal Drainage Board**

Printed on 10/11/2021 at 16:11 by AE

From 01/10/2021 To 31/10/2021

**Purchase Ledger Payments & Adjustments****Black Sluice Internal Drainage Board****Payments & Adjustments From 01/10/2021 To 31/10/2021**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	13/10/2021	Payment	P07	Bacs	-286.89	CROP LOSS
CRO004	13/10/2021	Payment	P07	Bacs	-72.84	CROP LOSS
ANG002	14/10/2021	Payment	311429	Bacs	-73.75	Anglia Bearing Company
CLA001	14/10/2021	Payment	78414	Bacs	-50.04	Frank Clayton & Son Ltd
COP002	14/10/2021	Payment	INV-53507	Bacs	-138.55	Cope Safety Management Ltd.
DIC001	14/10/2021	Payment	INV-6018	Bacs	-710.00	D & J Dickinson
DON001	14/10/2021	Payment	DCI0012702	Bacs	-5.89	Donington Engineering Supplies
DOU001	14/10/2021	Payment	436630	Bacs	-37.92	John W Doubleday Limited
ENG001	14/10/2021	Payment	52160	Bacs	-1200.49	Engineering & Hire Ltd
ESR001	14/10/2021	Payment	UK-SIN028201	Bacs	-3165.60	ESRI Ltd
EVA001	14/10/2021	Payment	IDB076	Bacs	-310.00	Noel Evans Window Cleaning
HAR001	14/10/2021	Payment	23185299	Bacs	-161.31	TC Harrison JCB
HGV001	14/10/2021	Payment	VBCV300116	Bacs	-204.00	Alliance Automotive T/A HGV Tr
HUT001	14/10/2021	Payment	H32289	Bacs	-14.40	Hutsons Limited
INL001	14/10/2021	Payment	2021-P06	Bacs	-28248.49	HM Revenue & Customs
INT002	14/10/2021	Payment	5901	Bacs	-1272.00	InterLec
IRE001	14/10/2021	Payment	222475	Bacs	-4805.03	Irelands Farm Machinery Ltd
KWM001	14/10/2021	Payment	12568	Bacs	-2496.96	K & W Mechanical Services Ltd
LAR001	14/10/2021	Payment	71061	Bacs	-71.52	Ray Larrington Hydraulics
LIN002	14/10/2021	Payment	2021-P06	Bacs	-24546.13	Lincolnshire C C Pension Fund
LIN018	14/10/2021	Payment	00020328	Bacs	-6168.00	SDG Access Limited
LIV001	14/10/2021	Payment	INV-1767	Bacs	-145.00	LIVES Training
MAS001	14/10/2021	Payment	ESI001837	Bacs	-987.00	Mastenbroek Environmental Ltd
MOT001	14/10/2021	Payment	BTT186255	Bacs	-193.21	Motor Parts Direct Limited
NFU003	14/10/2021	Payment	QU10E(21/22)	Bacs	-304.80	NFU Subscription
NOT001	14/10/2021	Payment	675011	Bacs	-116.26	P G & C Nottingham
OFF005	14/10/2021	Payment	SN835832	Bacs	-16.08	Office Furniture Online

Account	Date	Type	Ref 1	Ref 2	Value	Details
ORI001	14/10/2021	Payment	INV-101491	Bacs	-12906.64	Oriel Systems Ltd
PEO001	14/10/2021	Payment	INV76574	Bacs	-264.60	Rocksure Systems T/A Peoplesaf
PKF001	14/10/2021	Payment	SB20213734	Bacs	-2880.00	PKF Littlejohn LLP
PUL001	14/10/2021	Payment	INV83713	Bacs	-158.40	Pulsar Process Measurement
ROY001	14/10/2021	Payment	198688	Bacs	-468.00	Roythornes LLP
SAM001	14/10/2021	Payment	070087	Bacs	-167.11	SAMS
SIL001	14/10/2021	Payment	IN551760	Bacs	-23.42	Silt Side Services Ltd
TFM001	14/10/2021	Payment	266049	Bacs	-411.87	TFM Supplies
TRA002	14/10/2021	Payment	9146 All094	Bacs	-27.40	Travis Perkins Trading Co Ltd.
TRA006	14/10/2021	Payment	1198113693	Bacs	-17.00	Trade UK
WIL005	14/10/2021	Payment	WCP 1540	Bacs	-792.00	Wildlife Conservation Partners
WIT002	14/10/2021	Payment	I00167774	Bacs	-2029.06	Witham Oil & Paint
WOO001	14/10/2021	Payment	981026	Bacs	-119.19	WBM Office Solutions Limited
CAP001	21/10/2021	Payment	000281	Cheque	-150.00	CAPS
ANG101	28/10/2021	Payment	9551056	Bacs	-205.84	Anglian Water (Swineshead HQ)
ANG103	28/10/2021	Payment	9557728	Bacs	-13.53	Anglian Water (Black Hole PS)
ATK001	28/10/2021	Payment	1470	Bacs	-4550.00	J E Atkinson & Son
ATK002	28/10/2021	Payment	21034273	Bacs	-22.13	Atkins Ltd
BOS002	28/10/2021	Payment	29848	Bacs	-801.66	Boston Commercial Cleaners Ltd
BOS005	28/10/2021	Payment	SLINV/00001140	Bacs	-2573.00	Boston College
BOS018	28/10/2021	Payment	44369	Bacs	-169.00	Boston HGV Testing Station Ltd
BUS002	28/10/2021	Payment	BO209933	Bacs	-99.95	B Bush & Sons Ltd
CLA001	28/10/2021	Payment	78516	Bacs	-58.03	Frank Clayton & Son Ltd
COA001	28/10/2021	Payment	826	Bacs	-3232.80	C B Coate & Son
COU002	28/10/2021	Payment	970013092	Bacs	-1800.00	Coulstock & Place Eng Co. Ltd
CRA001	28/10/2021	Payment	SI-6043	Bacs	-311.48	Craven & Nicholas Ltd
CRO001	28/10/2021	Payment	8207088203	Bacs	-39.26	Crown Decorating Centres
CRP001	28/10/2021	Payment	Black Sluice19/10/21	Bacs	-40.00	C & R Property Services
DON001	28/10/2021	Payment	DCI0012764	Bacs	-8.98	Donington Engineering Supplies
DRA003	28/10/2021	Payment	211671	Bacs	-5582.40	Drayton Welding
HAL005	28/10/2021	Payment	41094	Bacs	-14032.62	Hallgate (Lincs) Limited
HAR001	28/10/2021	Payment	23185757	Bacs	-658.71	TC Harrison JCB
IRE001	28/10/2021	Payment	222765	Bacs	-3361.09	Irelands Farm Machinery Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
JAS002	28/10/2021	Payment	INV-1238	Bacs	-1540.20	Jason Brown Contracting
LAR001	28/10/2021	Payment	71239	Bacs	-60.00	Ray Larrington Hydraulics
LIN002	28/10/2021	Payment	10130930	Bacs	-416.19	Lincolnshire C C Pension Fund
LIN007	28/10/2021	Payment	2020/21 Branch Subs	Bacs	-400.00	Lincs ADA
MEL001	28/10/2021	Payment	INV-8851	Bacs	-557.40	H Mell & Son Services Ltd
MOT001	28/10/2021	Payment	BTT187324	Bacs	-160.01	Motor Parts Direct Limited
ORI001	28/10/2021	Payment	INV-101500	Bacs	-34.20	Oriel Systems Ltd
RAW001	28/10/2021	Payment	11767	Bacs	-3780.00	Geoff Rawlinson
SOU002	28/10/2021	Payment	INV-0987	Bacs	-540.00	South Lincolnshire Scaffolding
SWI001	28/10/2021	Payment	BN081964	Bacs	-168.00	Switch Electrical WholesaleLtd
TEM002	28/10/2021	Payment	13	Bacs	-2313.35	TempRight Ltd
TRA006	28/10/2021	Payment	1204937176	Bacs	-389.97	Trade UK
WEL004	28/10/2021	Payment	3122	Bacs	-12482.10	Wells Plant Hire
WIT001	28/10/2021	Payment	INV04523	Bacs	-1283.04	Witham Fourth IDB
EVE002	31/10/2021	Payment	P07	Direct Deb	-770.00	Everything Everywhere
BAR005	11/10/2021	Payment	P07	Direct Deb	-14.88	Barclaycard Merchant Services
BAR005	11/10/2021	Payment	P07	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	15/10/2021	Payment	P07	Direct Deb	-193.32	TomTom
PAY001	18/10/2021	Payment	P07	Direct Deb	-13.20	Payzone UK Limited
WOL001	20/10/2021	Payment	P07	Direct Deb	-20613.38	Woldmarsh Producers Ltd
BRI005	25/10/2021	Payment	P07	Direct Deb	-426.38	British Telecom DD
EVE002	28/10/2021	Payment	P07	Direct Deb	-770.17	Everything Everywhere
BOS001	28/10/2021	Payment	P07	Direct Deb	-2688.00	Boston Borough Council (Rates)
NAT004	29/10/2021	Payment	P07	Direct Deb	-22.22	Natwest
NAT004	29/10/2021	Payment	P07	Direct Deb	-5.60	Natwest

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-183431.82	
				Total Discounts		
				Total Adjustments		
				Total Refunds		
				Total	-183431.82	

**Payments**

Bacs	-157751.79		Cheque	-150.00	Direct Deb	-25530.03	Chargecard
Bulk Bacs							

**Adjustments**

Disc			Contra SL				
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**Refunds**

Refund							
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*D Withnall*

.....  
Finance Manager

*P. Nichol*

.....  
Operations Manager



### Woldmarsh Invoice June 2021

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate
Braucewell Quarries Ltd	1592.39	318.48	1910.87	C001			
B A Bush & Son Ltd	201.95	40.39	242.34	5001	9108		
B A Bush & Son Ltd	27.60	5.52	33.12	5001	9108		
B A Bush & Son Ltd	-201.95	-40.39	-242.34	5001	9108		
B A Bush & Son Ltd	54.95	10.99	65.94	5001	9108		
Certas Ewnergy UK Ltd	3516.73	703.35	4220.08	C001			
Npower Ltd	451.43	90.29	541.72	2003	2006		
Npower Ltd	212.94	10.65	223.59	2003	2009		
Npower Ltd	238.15	11.91	250.06	2003	2010		
Npower Ltd	579.69	115.94	695.63	2003	2011		
Npower Ltd	747.95	149.59	897.54	2003	2028		
Npower Ltd	592.12	118.42	710.54	2003	2021/2022		
Npower Ltd	223.87	11.19	235.06	2003	2032		
Npower Ltd	443.13	88.63	531.76	2003	2004		
Npower Ltd	218.17	10.91	229.08	2003	2013		
Npower Ltd	649.95	129.99	779.94	2003	2030		
Npower Ltd	223.28	11.16	234.44	2003	2005		
Npower Ltd	233.63	11.68	245.31	2003	2012		
Npower Ltd	159.85	7.99	167.84	2003	2016		
Npower Ltd	223.20	44.64	267.84	2003	2018		
Npower Ltd	136.25	6.81	143.06	2003	2017		
Npower Ltd	178.76	8.94	187.70	2003	2020		
Npower Ltd	102.38	5.12	107.50	2003	2003		
Npower Ltd	249.85	49.97	299.82	2003	2007		
Npower Ltd	266.93	53.39	320.32	2003	2007		
Npower Ltd	446.93	89.39	536.32	2003	2027	26/02/2021	25/05/2021 Actual
Npower Ltd	89.79	4.49	94.28	2003	2029	26/02/2021	25/05/2021 Actual
Npower Ltd	181.53	9.08	190.61	2003	2031	26/02/2021	25/05/2021 Actual
Npower Ltd	130.22	6.51	136.73	2003	2033	26/02/2021	25/05/2021 Actual
Npower Ltd	177.33	8.87	186.20	2003	2034	26/02/2021	25/05/2021 Actual
Npower Ltd	120.69	6.03	126.72	2003	2001	26/02/2021	25/05/2021 Actual
Npower Ltd	709.25	141.85	851.10	2003	2015	26/02/2021	25/05/2021 Actual
Npower Ltd	161.65	8.08	169.73	2003	2002	26/02/2021	25/05/2021 Actual
Npower Ltd	356.03	17.80	373.83	2003	2008	26/02/2021	25/05/2021 Actual
Npower Ltd	369.81	18.49	388.30	2003	2014	26/02/2021	25/05/2021 Actual
Npower Ltd	170.52	8.53	179.05	2003	2019	26/02/2021	25/05/2021 Actual
Npower Ltd	116.69	5.83	122.52	2003	2023	26/02/2021	25/05/2021 Actual
Npower Ltd	142.25	7.11	149.36	2003	2024	26/02/2021	25/05/2021 Actual
Npower Ltd	551.05	110.21	661.26	2003	2025	26/02/2021	25/05/2021 Actual
Npower Ltd	125.37	6.27	131.64	2003	2026	26/02/2021	25/05/2021 Actual
Npower Ltd	1244.77	248.95	1493.72	2003	2004	01/03/2021	31/05/2021 Estimate
UK Fuels Ltd	63.05	12.61	75.66	5006	9114		
UK Fuels Ltd	61.23	12.25	73.48	5006	9115		
UK Fuels Ltd	54.63	10.93	65.56	5006	9113		
UK Fuels Ltd	54.13	10.83	64.96	5006	9113		
UK Fuels Ltd	140.81	28.16	168.97	5006	9120		
UK Fuels Ltd	76.63	15.32	91.95	5006	9095		
UK Fuels Ltd	52.52	10.50	63.02	5006	9114		
UK Fuels Ltd	65.07	13.01	78.08	5006	9115		
UK Fuels Ltd	57.65	11.53	69.18	5006	9113		
UK Fuels Ltd	185.56	37.11	222.67	5006	9120		
UK Fuels Ltd	63.45	12.70	76.15	5006	9118		
UK Fuels Ltd	67.56	13.51	81.07	5006	9117		
UK Fuels Ltd	61.66	12.33	73.99	5006	9115		
UK Fuels Ltd	57.47	11.50	68.97	5006	9113		
UK Fuels Ltd	47.19	9.44	56.63	5006	9113		
UK Fuels Ltd	152.91	30.57	183.48	5006	9120		
UK Fuels Ltd	74.89	14.98	89.87	5006	9095		
UK Fuels Ltd	57.72	11.54	69.26	5006	9114		
UK Fuels Ltd	60.51	12.10	72.61	5006	9115		
UK Fuels Ltd	53.32	10.66	63.98	5006	9113		
UK Fuels Ltd	129.01	25.81	154.82	5006	9120		
UK Fuels Ltd	54.14	10.83	64.97	5006	9118		
Yu Energy Retail Ltd	26.37	1.32	27.69	2004	5001		

£ 18,134.56    £ 3,012.59    £ 21,147.15

Supplier	Net	VAT	Gross
Braucewell Quarries Ltd	1592.39	318.48	1910.87
B A Bush & Son Ltd	82.55	16.51	99.06
Certas Ewnergy UK Ltd	3516.73	703.35	4220.08
Npower Ltd	11225.41	1634.71	12860.12
UK Fuels Ltd	1691.11	338.22	2029.33
Yu Energy Retail Ltd	26.37	1.32	27.69

**Woldmarsh Invoice July 2021**

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate	
Woldmarsh	323.71	64.74	388.45	C001				
Npower Ltd	259.61	51.92	311.53	2003	2007			
Npower Ltd	7.83	0.39	8.22	2003	2033	26/05/2021	31/05/2021	Estimate
Npower Ltd	15.32	0.77	16.09	2003	2027	26/05/2021	31/05/2021	Estimate
Npower Ltd	5.33	0.27	5.60	2003	2002	26/05/2021	31/05/2021	Estimate
Npower Ltd	10.26	0.51	10.77	2003	2024	26/05/2021	31/05/2021	Estimate
Npower Ltd	5.11	0.26	5.37	2003	2029	26/05/2021	31/05/2021	Estimate
Npower Ltd	17.95	0.90	18.85	2003	2014	26/05/2021	31/05/2021	Estimate
Npower Ltd	7.63	0.38	8.01	2003	2026	26/05/2021	31/05/2021	Estimate
Npower Ltd	26.70	5.34	32.04	2003	2008	26/05/2021	31/05/2021	Estimate
Npower Ltd	29.55	5.91	35.46	2003	2019	26/05/2021	31/05/2021	Estimate
Npower Ltd	8.11	0.41	8.52	2003	2031	26/05/2021	31/05/2021	Estimate
Npower Ltd	8.23	0.41	8.64	2003	2001	26/05/2021	31/05/2021	Estimate
Npower Ltd	6.62	0.33	6.95	2003	2034	26/05/2021	31/05/2021	Estimate
Npower Ltd	28.08	5.62	33.70	2003	2025	26/05/2021	31/05/2021	Estimate
Npower Ltd	31.35	6.27	37.62	2003	2015	26/05/2021	31/05/2021	Estimate
Npower Ltd	5.59	0.28	5.87	2003	2023	27/05/2021	31/05/2021	Estimate
Npower Ltd	170.26	4.78	175.04	2003	2013			
Npower Ltd	366.97	73.40	440.37	2003	2030			
Npower Ltd	133.77	4.02	137.79	2003	2016			
Npower Ltd	380.45	76.09	456.54	2003	2006			
Npower Ltd	261.63	52.33	313.96	2003	2032			
Npower Ltd	113.94	3.05	116.99	2003	2003			
Npower Ltd	313.66	3.78	317.44	2003	2004			
Npower Ltd	249.43	6.75	256.18	2003	2012			
Npower Ltd	384.46	76.89	461.35	2003	2011			
Npower Ltd	225.43	5.57	231.00	2003	2010			
Npower Ltd	166.13	6.25	172.38	2003	2017			
Npower Ltd	231.81	46.40	278.21	2003	2018			
Npower Ltd	172.11	3.57	175.68	2003	2009			
Npower Ltd	484.14	96.83	580.97	2003	2028			
Npower Ltd	225.90	3.02	228.92	2003	2005			
Npower Ltd	489.76	97.95	587.71	2003	2021/2022			
Npower Ltd	190.38	7.00	197.38	2003	2020			
Npower Ltd	259.61	51.92	311.53	2003	2007			
Npower Ltd	26.22	1.31	27.53	2003	2029	01/06/2021	30/06/2021	Estimate
Npower Ltd	43.15	2.16	45.31	2003	2001	01/06/2021	30/06/2021	Estimate
Npower Ltd	398.51	79.70	478.21	2003	5001	01/06/2021	30/06/2021	Estimate
Npower Ltd	51.11	2.56	53.67	2003	2026	01/06/2021	30/06/2021	Estimate
Npower Ltd	187.82	37.56	225.38	2003	2015	01/06/2021	30/06/2021	Estimate
Npower Ltd	153.53	30.71	184.24	2003	2025	01/06/2021	30/06/2021	Estimate
Npower Ltd	154.33	30.87	185.20	2003	2019	01/06/2021	30/06/2021	Actual
Npower Ltd	37.02	1.85	38.87	2003	2002	01/06/2021	30/06/2021	Actual
Npower Ltd	57.61	2.88	60.49	2003	2031	01/06/2021	30/06/2021	Actual
Npower Ltd	170.50	34.10	204.60	2003	2008	01/06/2021	30/06/2021	Actual
Npower Ltd	137.31	27.46	164.77	2003	2014	01/06/2021	30/06/2021	Actual
Npower Ltd	47.31	2.37	49.68	2003	2034	01/06/2021	30/06/2021	Actual
Npower Ltd	48.46	2.42	50.88	2003	2023	01/06/2021	30/06/2021	Actual
Npower Ltd	70.79	3.54	74.33	2003	2024	01/06/2021	30/06/2021	Actual
Npower Ltd	95.34	4.77	100.11	2003	2027	01/06/2021	30/06/2021	Actual
Npower Ltd	43.81	2.19	46.00	2003	2033	01/06/2021	30/06/2021	Actual
UK Fuels Ltd	54.02	10.80	64.82	5006	9117			
UK Fuels Ltd	55.98	11.20	67.18	5006	9114			
UK Fuels Ltd	55.94	11.19	67.13	5006	9113			
UK Fuels Ltd	194.97	38.99	233.96	5006	9120			
UK Fuels Ltd	72.78	14.56	87.34	5006	9095			
UK Fuels Ltd	60.89	12.18	73.07	5006	9115			
UK Fuels Ltd	64.58	12.92	77.50	5006	9113			
UK Fuels Ltd	193.97	38.79	232.76	5006	9120			
UK Fuels Ltd	150.62	30.12	180.74	5006	9120			
UK Fuels Ltd	67.20	13.44	80.64	5006	9118			
UK Fuels Ltd	63.08	12.62	75.70	5006	9117			
UK Fuels Ltd	57.63	11.53	69.16	5006	9114			
UK Fuels Ltd	66.59	13.31	79.90	5006	9115			
UK Fuels Ltd	60.84	12.17	73.01	5006	9095			
UK Fuels Ltd	59.17	11.83	71.00	5006	9118			
UK Fuels Ltd	61.56	12.31	73.87	5006	9115			
UK Fuels Ltd	59.59	11.92	71.51	5006	9113			
UK Fuels Ltd	61.13	12.23	73.36	5006	9113			
UK Fuels Ltd	210.69	42.14	252.83	5006	9120			
UK Fuels Ltd	200.63	40.12	240.75	5006	9120			
Yu Energy Retail Ltd	22.23	1.11	23.34	2004	5001			

£ 9,233.73    £ 1,406.24    £ 10,639.97

Supplier	Net	VAT	Gross
Woldmarsh	323.71	64.74	388.45
Npower Ltd	7015.93	966.02	7981.95
UK Fuels Ltd	1871.86	639.51	4207.97
Yu Energy Retail Ltd	22.23	1.11	23.34

## Woldmarsh Invoice August 2021

Supplier	Net	VAT	Gross	Codes		From	To	Actual/ Estimate
Brauncewell Quarries Ltd	2078.79	415.76	2494.55	C001				
B A Bush & Son Ltd	31.97	6.39	38.36	5001	9121			
B A Bush & Son Ltd	24.27	4.85	29.12	5001	9108			
Npower Ltd	-259.61	-51.92	-311.53	2003	2007			
Npower Ltd	-37.02	-1.85	-38.87	2003	2002	01/06/2021	30/06/2021	Estimate
Npower Ltd	-57.61	-2.88	-60.49	2003	2031	01/06/2021	30/06/2021	Estimate
Npower Ltd	-170.50	-34.10	-204.60	2003	2008	01/06/2021	30/06/2021	Estimate
Npower Ltd	-47.31	-2.37	-49.68	2003	2034	01/06/2021	30/06/2021	Estimate
Npower Ltd	-95.34	-4.77	-100.11	2003	2027	01/06/2021	30/06/2021	Estimate
Npower Ltd	113.71	5.69	119.40	2003	2008	01/06/2021	30/06/2021	Estimate
Npower Ltd	40.90	2.04	42.94	2003	2031	01/06/2021	30/06/2021	Estimate
Npower Ltd	72.61	3.63	76.24	2003	2027	01/06/2021	30/06/2021	Estimate
Npower Ltd	26.71	1.34	28.05	2003	2002	01/06/2021	30/06/2021	Estimate
Npower Ltd	31.72	1.59	33.31	2003	2034	01/06/2021	30/06/2021	Estimate
Npower Ltd	219.30	9.34	228.64	2003	2007			
Npower Ltd	376.96	17.02	393.98	2003	2004			
Npower Ltd	318.75	63.75	382.50	2003	2030			
Npower Ltd	255.41	12.77	268.18	2003	2005			
Npower Ltd	239.79	11.46	251.25	2003	2010			
Npower Ltd	248.40	12.29	260.69	2003	2032			
Npower Ltd	169.91	8.50	178.41	2003	2013			
Npower Ltd	198.45	9.92	208.37	2003	2009			
Npower Ltd	413.15	82.63	495.78	2003	2011			
Npower Ltd	452.81	90.56	543.37	2003	2028			
UK Fuels Ltd	55.81	11.16	66.97	5006	9117			
UK Fuels Ltd	63.03	12.61	75.64	5006	9115			
UK Fuels Ltd	55.92	11.18	67.10	5006	9113			
UK Fuels Ltd	99.15	19.83	118.98	5006	9120			
UK Fuels Ltd	170.10	34.02	204.12	5006	9120			
UK Fuels Ltd	67.17	13.43	80.60	5006	9095			
UK Fuels Ltd	66.20	13.24	79.44	5006	9118			
UK Fuels Ltd	34.83	6.97	41.80	5006	9117			
UK Fuels Ltd	62.90	12.58	75.48	5006	9114			
UK Fuels Ltd	53.99	10.80	64.79	5006	9113			
UK Fuels Ltd	56.41	11.28	67.69	5006	9113			
UK Fuels Ltd	49.04	9.81	58.85	5006	9113			
UK Fuels Ltd	134.91	26.98	161.89	5006	9120			
UK Fuels Ltd	63.80	12.76	76.56	5006	9118			
UK Fuels Ltd	67.67	13.53	81.20	5006	9117			
UK Fuels Ltd	57.44	11.49	68.93	5006	9114			
UK Fuels Ltd	63.27	12.65	75.92	5006	9115			
UK Fuels Ltd	57.68	11.54	69.22	5006	9113			
UK Fuels Ltd	62.47	12.49	74.96	5006	9113			
UK Fuels Ltd	172.59	34.52	207.11	5006	9120			
UK Fuels Ltd	65.18	13.04	78.22	5006	9118			
UK Fuels Ltd	53.23	10.65	63.88	5006	9117			
UK Fuels Ltd	54.54	10.91	65.45	5006	9115			
UK Fuels Ltd	52.29	10.46	62.75	5006	9113			
UK Fuels Ltd	46.68	9.34	56.02	5006	9113			
UK Fuels Ltd	138.68	27.73	166.41	5006	9120			
UK Fuels Ltd	115.54	23.11	138.65	5006	9120			
UK Fuels Ltd	158.55	31.71	190.26	5006	9120			
UK Fuels Ltd	60.62	12.12	72.74	5006	9117			
Procam Agriculture	160.00	32.00	192.00	C001				
Rix Petroleum Ltd	3598.08	719.62	4317.70	C001				
Rix Petroleum Ltd	4289.63	857.93	5147.56	C001				
Yu Energy Retail Ltd	21.64	1.08	22.72	2004	5001			

£ 14,975.26    £ 2,724.21    £ 17,699.47

Supplier	Net	VAT	Gross
Brauncewell Quarries Ltd	2078.79	415.76	2494.55
Npower Ltd	2511.19	234.64	2745.83
UK Fuels Ltd	2259.69	451.94	2711.63
Procam Agriculture	160.00	32.00	192.00
Rix Petroleum Ltd	3598.08	719.62	4317.70
Rix Petroleum Ltd	4289.63	857.93	5147.56
Yu Energy Retail Ltd	21.64	1.08	22.72



**Woldmarsh Invoice September 2021**

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate	
Brauncewell Quarries Ltd	893.09	178.62	1071.71	C001	-			
B A Bush & Son Ltd	52.00	10.40	62.40	5001	9121			
	45.05	9.01	54.06	5001	9094			
Npower Ltd	509.61	101.92	611.53	2003	2021/2022	01/08/2021	31/08/2021	H/H
Npower Ltd	132.32	6.61	138.93	2003	2016	01/08/2021	31/08/2021	H/H
Npower Ltd	117.73	5.89	123.62	2003	2003	01/08/2021	31/08/2021	H/H
Npower Ltd	305.11	15.72	320.83	2003	2006	01/08/2021	31/08/2021	H/H
Npower Ltd	286.50	14.32	300.82	2003	2012	01/08/2021	31/08/2021	H/H
Npower Ltd	120.07	6.00	126.07	2003	2017	01/08/2021	31/08/2021	H/H
Npower Ltd	187.91	9.40	197.31	2003	2020	01/08/2021	31/08/2021	H/H
Npower Ltd	216.92	10.94	227.86	2003	2007	01/08/2021	31/08/2021	H/H
Npower Ltd	68.43	3.42	71.85	2003	2019	01/08/2021	31/08/2021	Actual
Npower Ltd	118.09	5.90	123.99	2003	2025	01/08/2021	31/08/2021	Actual
Npower Ltd	26.47	1.32	27.79	2003	2029	01/08/2021	31/08/2021	Actual
Npower Ltd	34.42	1.72	36.14	2003	2001	01/08/2021	31/08/2021	Actual
Npower Ltd	387.73	77.55	465.28	2003	5001	01/08/2021	31/08/2021	Estimate
Npower Ltd	22.63	1.13	23.76	2003	2002	01/07/2021	31/07/2021	Actual
Npower Ltd	39.81	1.99	41.80	2003	2031	01/07/2021	31/07/2021	Actual
Npower Ltd	49.32	2.47	51.79	2003	2031	01/08/2021	31/08/2021	Estimate
Npower Ltd	23.95	1.20	25.15	2003	2024	01/07/2021	31/07/2021	Actual
Npower Ltd	32.41	1.62	34.03	2003	2033	01/07/2021	31/07/2021	Actual
Npower Ltd	84.63	4.23	88.86	2003	2014	01/07/2021	31/07/2021	Actual
Npower Ltd	66.18	3.31	69.49	2003	2027	01/07/2021	31/07/2021	Actual
Npower Ltd	27.51	1.38	28.89	2003	2026	01/07/2021	31/07/2021	Actual
Npower Ltd	72.76	3.46	76.22	2003	2008	01/07/2021	31/07/2021	Estimate
Npower Ltd	29.76	1.49	31.25	2003	2002	01/08/2021	31/08/2021	Estimate
Npower Ltd	49.54	2.48	52.02	2003	2026	01/08/2021	31/08/2021	Estimate
Npower Ltd	75.27	3.76	79.03	2003	2027	01/08/2021	31/08/2021	Estimate
Npower Ltd	110.30	5.52	115.82	2003	2014	01/08/2021	31/08/2021	Estimate
Npower Ltd	42.36	2.12	44.48	2003	2023	01/08/2021	31/08/2021	Estimate
Npower Ltd	60.38	3.02	63.40	2003	2024	01/08/2021	31/08/2021	Estimate
Npower Ltd	151.81	30.36	182.17	2003	2008	01/08/2021	31/08/2021	Estimate
Npower Ltd	116.32	5.82	122.14	2003	2015	01/08/2021	31/08/2021	Estimate
Npower Ltd	46.98	2.35	49.33	2003	2033	01/08/2021	31/08/2021	Estimate
Npower Ltd	33.61	1.68	35.29	2003	2034	01/08/2021	31/08/2021	Estimate
Npower Ltd	23.70	1.18	24.88	2003	2034	01/07/2021	31/07/2021	Actual
UK Fuels Ltd	62.62	12.53	75.15	5006	9117			
UK Fuels Ltd	67.01	13.40	80.41	5006	9115			
UK Fuels Ltd	142.82	28.56	171.38	5006	9120			
UK Fuels Ltd	81.80	16.36	98.16	5006	9120			
UK Fuels Ltd	62.10	12.42	74.52	5006	9095			
UK Fuels Ltd	65.34	13.07	78.41	5006	9114			
UK Fuels Ltd	62.61	12.52	75.13	5006	9114			
UK Fuels Ltd	47.99	9.60	57.59	5006	9114			
UK Fuels Ltd	55.26	11.05	66.31	5006	9113			
UK Fuels Ltd	54.93	10.98	65.91	5006	9113			
UK Fuels Ltd	168.74	33.75	202.49	5006	9120			
UK Fuels Ltd	133.89	26.78	160.67	5006	9120			
UK Fuels Ltd	62.18	12.44	74.62	5006	9114			
UK Fuels Ltd	63.44	12.69	76.13	5006	9115			
UK Fuels Ltd	51.23	10.24	61.47	5006	9113			
UK Fuels Ltd	59.25	11.85	71.10	5006	9113			
UK Fuels Ltd	147.44	29.49	176.93	5006	9120			
UK Fuels Ltd	187.12	37.42	224.54	5006	9120			
UK Fuels Ltd	67.17	13.43	80.60	5006	9117			
UK Fuels Ltd	58.99	11.80	70.79	5006	9114			
UK Fuels Ltd	61.77	12.35	74.12	5006	9115			
UK Fuels Ltd	57.98	11.60	69.58	5006	9113			
UK Fuels Ltd	50.00	10.00	60.00	5006	9113			
UK Fuels Ltd	147.72	29.55	177.27	5006	9120			
UK Fuels Ltd	139.41	27.88	167.29	5006	9120			
UK Fuels Ltd	78.06	15.61	93.67	5006	9095			
UK Fuels Ltd	64.25	12.85	77.10	5006	9118			
UK Fuels Ltd	49.04	9.81	58.85	5006	9114			
UK Fuels Ltd	65.65	13.13	78.78	5006	9115			
UK Fuels Ltd	56.04	11.21	67.25	5006	9113			
UK Fuels Ltd	175.75	35.15	210.90	5006	9120			
UK Fuels Ltd	75.65	15.13	90.78	5006	9095			
UK Fuels Ltd	65.70	13.14	78.84	5006	9118			
Rix Petroleum Ltd	5816.42	1163.28	6979.70	C001	-			
Rix Petroleum Ltd	4220.81	844.16	5064.97	C001	-			
Yu Energy Retail Ltd	20.93	1.05	21.98	2004	5001			

£ 17,507.79    £ 3,105.59    £ 20,613.38

Supplier	Net	VAT	Gross
Brauncewell Quarries Ltd	893.09	178.62	1071.71
B A Bush & Son Ltd	97.05	19.41	116.46
Npower Ltd	3670.54	341.28	4011.82
UK Fuels Ltd	2788.95	557.79	3346.74
Rix Petroleum Ltd	10037.23	2007.44	12044.67
Yu Energy Retail Ltd	20.93	1.05	21.98

**Woldmarsh Invoice October 2021**

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate
Woldmarsh	281.05	56.21	337.26	C001 -			
Brauncewell Quarries Ltd	-893.09	-178.62	-1071.71	C001 -			
Npower Ltd	-137.31	-27.46	-164.77	2003 2014	01/06/2021	30/06/2021	Actual
Npower Ltd	349.55	70.44	419.99	2003 2006	01/07/2021	01/07/2021	H/H
Npower Ltd	525.38	105.08	630.46	2003 2021/2022	01/07/2021	31/07/2021	H/H
Npower Ltd	273.47	13.68	287.15	2003 2012	01/07/2021	31/07/2021	H/H
Npower Ltd	138.22	6.91	145.13	2003 2016	01/07/2021	31/07/2021	H/H
Npower Ltd	116.76	5.84	122.60	2003 2017	01/07/2021	31/07/2021	H/H
Npower Ltd	160.42	8.02	168.44	2003 2020	01/07/2021	31/07/2021	H/H
Npower Ltd	190.19	8.15	198.34	2003 2018	01/07/2021	31/07/2021	H/H
Npower Ltd	120.61	5.66	126.27	2003 2025	01/07/2021	31/07/2021	Actual
Npower Ltd	36.85	1.84	38.69	2003 2001	01/07/2021	31/07/2021	Estimate
Npower Ltd	144.84	28.97	173.81	2003 2015	01/07/2021	31/07/2021	Actual
Npower Ltd	395.63	79.13	474.76	2003 5001	01/07/2021	31/07/2021	Estimate
Npower Ltd	118.31	5.92	124.23	2003 2003	01/07/2021	31/07/2021	H/H
Npower Ltd	26.20	1.31	27.51	2003 2029	01/07/2021	31/07/2021	Actual
Npower Ltd	86.01	4.30	90.31	2003 2014	01/06/2021	30/06/2021	Actual
Npower Ltd	44.92	1.87	46.79	2003 2019	01/07/2021	31/07/2021	Estimate
Npower Ltd	22.96	1.15	24.11	2003 2023	01/07/2021	31/07/2021	Estimate
Npower Ltd	23.70	1.18	24.88	2003 2034	DUPLICATE - ON HOLD		
Rix Petroleum Ltd	4156.06	831.21	4987.27	C001 -			
Rix Petroleum Ltd	5516.51	1103.30	6619.81	C001 -			
UK Fuels Ltd	49.73	9.95	59.68	5006 9117			
UK Fuels Ltd	31.49	6.30	37.79	5006 9115			
UK Fuels Ltd	51.33	10.27	61.60	5006 9115			
UK Fuels Ltd	24.59	4.91	29.50	5006 9113			
UK Fuels Ltd	45.50	9.10	54.60	5006 9113			
UK Fuels Ltd	47.42	9.48	56.90	5006 9113			
UK Fuels Ltd	102.69	20.54	123.23	5006 9120			
UK Fuels Ltd	147.10	29.42	176.52	5006 9120			
UK Fuels Ltd	61.36	12.27	73.63	5006 9117			
UK Fuels Ltd	56.58	11.32	67.90	5006 9114			
UK Fuels Ltd	67.50	13.50	81.00	5006 9115			
UK Fuels Ltd	57.98	11.59	69.57	5006 9113			
UK Fuels Ltd	27.28	5.45	32.73	5006 9113			
UK Fuels Ltd	103.16	20.63	123.79	5006 9120			
UK Fuels Ltd	134.38	26.88	161.26	5006 9120			
UK Fuels Ltd	27.28	5.46	32.74	5006 9095			
UK Fuels Ltd	27.08	5.42	32.50	5006 9095			
UK Fuels Ltd	67.23	13.44	80.67	5006 9113			
UK Fuels Ltd	54.04	10.81	64.85	5006 9113			
UK Fuels Ltd	116.19	23.24	139.43	5006 9120			
UK Fuels Ltd	93.92	18.78	112.70	5006 9120			
UK Fuels Ltd	9.79	1.96	11.75	5006 9095			
UK Fuels Ltd	69.36	13.87	83.23	5006 9095			
UK Fuels Ltd	67.88	13.58	81.46	5006 9118			
UK Fuels Ltd	57.52	11.50	69.02	5006 9117			
UK Fuels Ltd	64.08	12.82	76.90	5006 9114			
UK Fuels Ltd	74.30	14.86	89.16	5006 9115			
UK Fuels Ltd	73.33	14.67	88.00	5006 9115			
UK Fuels Ltd	62.34	12.47	74.81	5006 9113			
UK Fuels Ltd	218.06	43.61	261.67	5006 9120			
UK Fuels Ltd	92.86	18.57	111.43	5006 9095			
UK Fuels Ltd	69.40	13.88	83.28	5006 9118			
Yu Energy Retail Ltd	43.93	2.20	46.13	2004 5001	03/02/2021	28/03/2021	
Yu Energy Retail Ltd	45.24	2.26	47.50	2004 5001	01/03/2021	31/03/2021	
Yu Energy Retail Ltd	30.40	1.52	31.92	2004 5001	01/04/2021	30/04/2021	
Yu Energy Retail Ltd	195.03	39.01	234.04	2004 5001	01/09/2021	30/09/2021	

£ 14,264.59    £ 2,629.63    £ 16,894.22

Supplier	Net	VAT	Gross
Woldmarsh	281.05	56.21	337.26
Brauncewell Quarries Ltd	-893.09	-178.62	-1071.71
Npower Ltd	2636.71	321.99	2958.70
UK Fuels Ltd	2252.75	450.55	2703.30
Rix Petroleum Ltd	9672.57	1934.51	11607.08
Yu Energy Retail Ltd	314.60	44.99	359.59



**BLACK SLUICE INTERNAL DRAINAGE BOARD**

**BOARD MEETING - 23<sup>rd</sup> NOVEMBER 2021**

**AGENDA ITEM 17(c)**

**SCHEDULE OF CONSENTS ISSUED & CONSENT APPLICATIONS /  
CONTRAVENTIONS**

1. **List of Consents**

(a) **Byelaw Consents**

The following byelaw consents have been issued by the Board since 30<sup>th</sup> June 2021:

2021/B09	Pilgrim Food Service Ltd Marsh Lane Industrial Estate Boston Lincs PE21 7SJ	Installation of piped access.  Grid Refs: 533145,342160  BSIDB Maintained W.C 6/28
2021/B10	D MacDonald 10 Coningsby Close Boston Lincs PE21 8HP	9m Byelaw, Erection of a greenhouse & 3no sheds.  Grid Refs: 531452, 344460  BSIDB W.C 12/1 (North Forty Foot Foot)
2021/B11	Western Power Distribution Endeavour Park Gilbert Drive Boston Lincs, PE21 7TW	Laying of underground cable.  Grid Refs: 533380, 341673  BSIDB W.C 6/20

(b) **Culvert Consents**

The following culvert consents have been issued by the Board since 30<sup>th</sup> June 2021:

2021/C09	Hema Thota 2 Thorney Lane West End Road FRAMPTON Boston Lincs PE20 1BF	Piping of ordinary watercourse  Grid Refs 530497,339564  Ordinary watercourse.
2021/C10	S L Developments Nationwide Ltd Lynway Nurseries Main Road Algarkirk BOSTON Lincs PE20 2BE	Piping or ordinary watercourse.  Grid Refs: 528724,340147  Ordinary Watercourse

2021/C11	Pilgrim Foodservices Ltd Marsh Lane Boston Lincs PE21 7SJ	Installation of structure  Grid Refs: 533137,342138  Ordinary Watercourse
2021/C12	Carta Real Estate (Boston) Ltd Unit 12 Halifax Court Fernwood Business Park Cross Lane NEWARK NG24 3JP	Installation of culvert.  Grid Refs: 530248,343048  Ordinary Watercourse
2021/C13	Lena Muella c/o Countryside Solutions 9 Scots Lane SALISBURY Wiltshire SP1 3TR	Construction of new field access.  Grid Refs: 523246,335353  Ordinary Watercourse.
2021/C14	Lisa Robinson & Darren Robinson Willow Lodge 23 Northorpe Road Donington SPALDING Lincs PE11 4XU	Replacement piping.  Grid Refs: 520964,336493  Ordinary Watercourse.
2021/C15	Lincolnshire County Council (Countryside) Lancaster House Orchard Street LINCOLN LN1 1XX	Relocation & replacement of footbridge  Grid Refs: 523103,340744  Ordinary Watercourse
2021/C16	Larkfleet Homes Ltd Larkfleet House Falcon Way Southfields Business Park BOURNE Lincs PE10 0FF	Piping of IDB maintained watercourse.  Grid Refs: 531052,339166
2021/C17	Lincolnshire County Council Technical Services Partnership Crown House Grantham Street LINCOLN LN2 1BD	Replace & Divert a Highway Culvert  Grid Refs: 530656, 338619  Ordinary Piped Watercourse
2021/C18	Chestnut Homes Ltd The Old School Wragby Road Langworth LINCOLN LN3 5BJ	Install of 2 Highway Drainage Outfalls  Grid Refs: 533423, 341649 533450, 341657  BSIDB W.C 6/20 & 6/24

2021/C19	R K Wilson Builders Ltd Sandpit Farm Wisbech Road Long Sutton SPALDING Lincs E12 9AQ	Piped culvert & ass Infrastructure in an ordinary watercourse  Grid Refs: 523098, 341143  Ordinary watercourse
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(c) **Development Agreements**

The following development agreements have been issued by the Board since 30<sup>th</sup> June 2021:

2021/D08	Larkfleet Homes Ltd Larkfleet House Falcon Way Southfield Business Park BOURNE Lincs PE10 0FF	Discharge of surface water  Grid Refs: 531097,339235 531115,339255  B.S.I.D.B W.C 5/19
2021/D09	S L Developments Lynway Nurseries Main Road Algarkirk BOSTON Lincs PE20 2BE	Discharge of surface water.  Grid Ref: 528675,340175  BSIDB W.C 5/30 (Kirton Drain)
2021/D10	Dr R Sant & Dr M Sant 20 Saxon Gate Kirton BOSTON Lincs PE20 1XA	Discharge of surface water.  Grid Refs:529195,340230  BSIDB W.C 5/29 (Craile Eau)
2021/D11	Mr Daniel Beck Southwood Holmes Road Kirton End BOSTON Lincs PE20 1SP	Disposal of treated effluent.  Grid Refs: 528982,340342  BSIDB W.C 5/29 (Craile Eau)
2021/D12	Chestnut Homes Ltd The Old School Wragby Road Langworth LINCOLN LN3 5BJ	Discharge of surface water  Grid Refs: 533415,341685  BSIDB W.C 6/20
2021/D13	Ashwood Homes 1 Goodison Road Lincs Gateway Business Park SPALDING Lincs PE12 6FY	Discharge of surface water.  Grid Refs: 530123,338237  Ordinary (Non Board-maintained)

2021/D14	SN & GT Properties 84 Church Street Long Bennington NEWARK Nottinghamshire NG23 5ES	Disposal of treated effluent.  Grid Refs: 526261, 342115  BSIDB W.C 5/2 (Old Hammond Beck)
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(d) **Land Drainage Consents**

The following land drainage consents have been issued by the Board since 30<sup>th</sup> June 2021:

2021/L05	James & Andrew Wignall 11 Plantin Road ALTRINGHAM Cheshire WA14 4YU	4 Outfalls  Grid Refs: 525293,344938  BSIDB Drain 11/9 (Ten Foot Drain)
2021/L06	F Craven & Sons Ltd The Mill Farm Wigtoft Road Sutterton Boston Lincs PE20 2EL	9 Outfalls  Grid Refs: 524800,335381  BSIDB W.C 4/67 (Bicker Eau)
2021/L07	Willoughby Farm Partnership Walk Farm Barn Ryhall Road Great Casterton STAMFORD Lincs PE9 4BN	33 Outfalls  Grid Refs: 517405, 324151 517059 324111  BSIDB W.C 28/2

(e) **Extended Area Consents**

The following extended area consents have been issued by the Board since 30<sup>th</sup> June 2021:

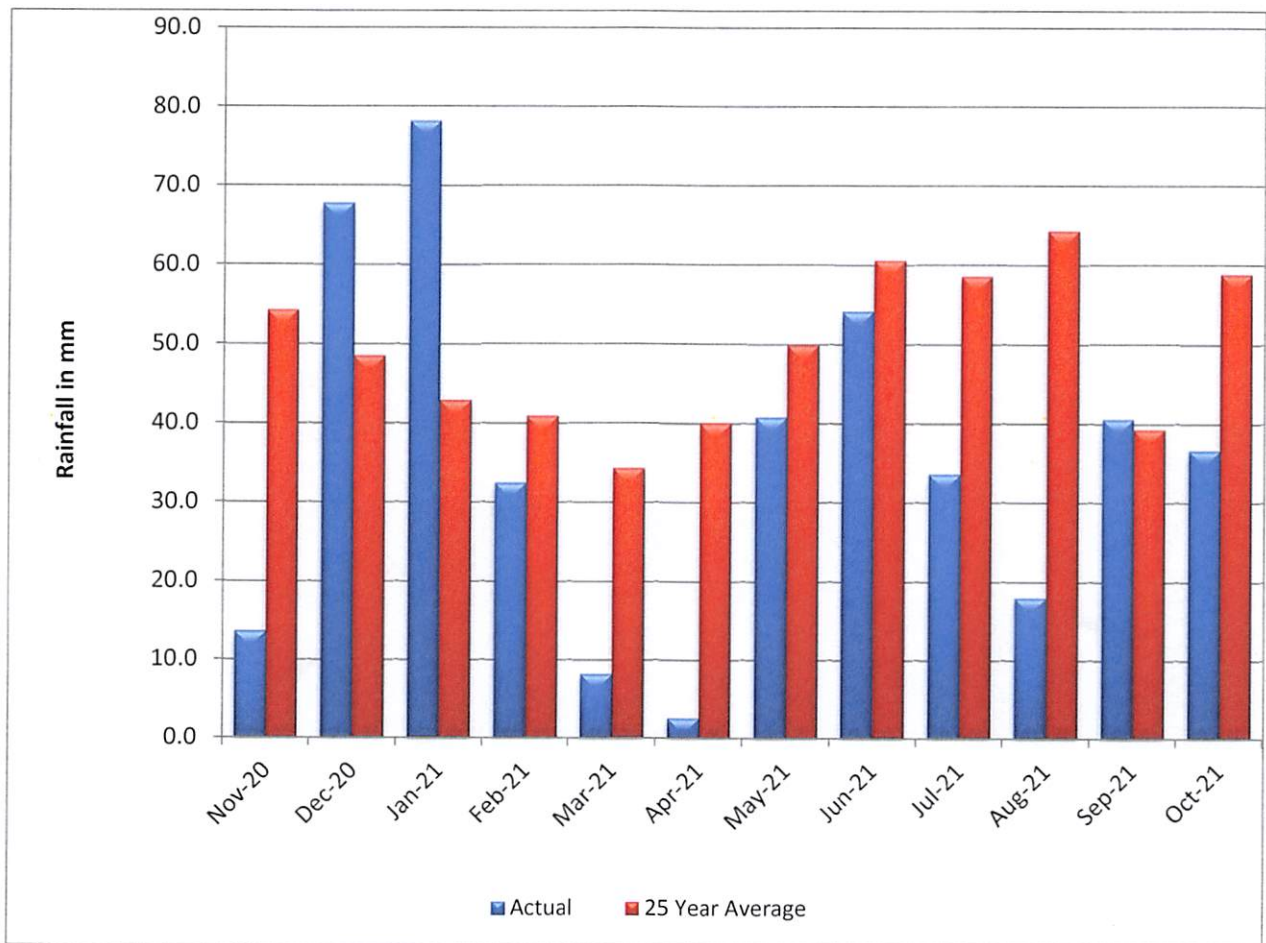
2021/X01	Mr James Chadwick 20 Blasson Way Billingborough SLEAFORD Lincs NG34 0NL	Installation of piped culvert.  Grid Refs: 511381,334124  Private: Watercourse
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2. **Consent Applications / Contraventions**

There have been no consent applications/contraventions reported to the Board since 30<sup>th</sup> June 2021.

## BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Black Hole Drove Pumping Station

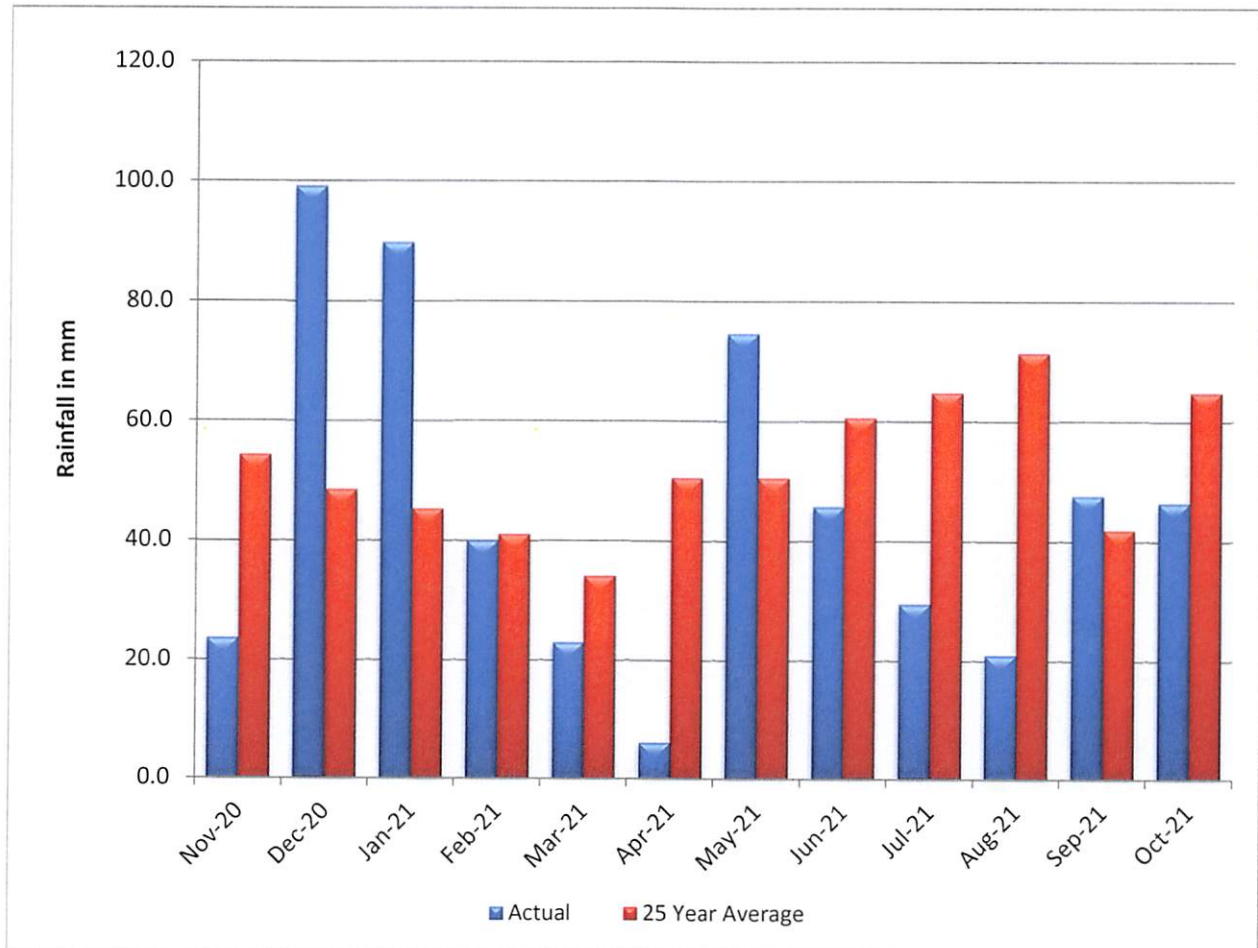
MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Nov-20	13.6	54.3	25.05%
Dec-20	67.8	48.5	139.79%
Jan-21	78.2	42.9	182.28%
Feb-21	32.4	40.9	79.22%
Mar-21	8.2	34.3	23.91%
Apr-21	2.6	40.0	6.50%
May-21	40.8	49.9	81.76%
Jun-21	54.2	60.6	89.44%
Jul-21	33.6	58.6	57.34%
Aug-21	18.0	64.3	27.99%
Sep-21	40.6	39.3	103.31%
Oct-21	36.6	58.9	62.14%
<b>Totals</b>	<b>426.6</b>	<b>592.5</b>	<b>72.00%</b>





## BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Swineshead Depot

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Nov-20	23.7	54.3	43.65%
Dec-20	99.2	48.5	204.54%
Jan-21	89.8	45.3	198.23%
Feb-21	40.0	41.1	97.32%
Mar-21	23.0	34.2	67.25%
Apr-21	6.1	50.5	12.08%
May-21	74.7	50.5	147.92%
Jun-21	45.7	60.6	75.41%
Jul-21	29.6	64.8	45.68%
Aug-21	21.0	71.5	29.37%
Sep-21	47.6	41.9	113.60%
Oct-21	46.4	64.9	71.49%
<b>Totals</b>	<b>546.8</b>	<b>628.1</b>	<b>87.06%</b>





# Black Sluice IDB

2022

	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE							
Jan						1	2 9	3	4	5	6	7	8	9	10	11	12	13 Payment Run	14	15	16	17	18 Exec	19	20 Salary	21	22	23	24	25	26	27 Payment Run	28	29	30 10	31	
Feb	1	2	3	4	5	6	7	8 Board	9	10 Payment Run	11	12	13	14	15	16	17	18 Salary	19	20	21	22	23	24 Payment Run	25	26	27 11	28	29	30	31						
Mar	1 Env	2	3	4	5	6	7	8	9	10 Payment Run	11	12	13	14	15	16	17	18 Salary	19	20	21	22 Structures	23	24 Payment Run	25	26	27	28	29	30	31 12						
Apr				1	2	3	4	5	6	7	8	9	10	11	12 A&R	13	14 Payment Run	15	16	17	18	19	20 Salary	21	22	23	24	25	26	27	28 Payment Run	29	30	31			
May						1 1	2	3	4	5	6	7	8	9	10	11	12 Payment Run	13	14	15	16	17 Exec	18	19	20 Salary	21	22	23	24	25	26	27	28	29 2	30	31	
Jun		1	2	3	4	5	6	7	8	9 Payment Run	10	11	12	13	14 Board	15	16	17	18	19	20 Salary	21	22	23 Payment Run	24	25	26	27 3	28	29	30	31					
Jul				1	2	3	4	5 Southern Works	6	7	8	9	10	11	12	13	14 Payment Run	15	16	17	18	19 Northern Works	20 Salary	21	22	23	24	25	26	27	28 Payment Run	29	30	31 4			
Aug	1	2	3	4	5	6	7	8	9	10	11 Payment Run	12	13	14	15	16	17	18	19 Salary	20	21	22	23	24	25	26	27	28	29	30	31						
Sep				1	2	3	4	5	6	7	8	9	10	11	12	13 Exec	14	15	16	17	18	19	20 Salary	21	22	23 Payment Run	24	25	26	27	28	29	30	31			
Oct					1	2	3	4 Joint Works	5	6	7	8	9	10	11	12	13 Payment Run	14	15	16	17	18	19	20 Salary	21	22	23	24	25 A&R	26	27	28 Payment Run	29	30	31 7	32	
Nov		1	2	3	4	5	6	7	8	9	10 Payment Run	11	12	13	14	15	16	17	18 Salary	19	20	21	22 Board	23	24 Payment Run	25	26	27 8	28	29	30	31					
Dec				1	2	3	4	5	6	7	8	9	10	11	12	13 Exec	14	15	16 Salary	17	18	19	20	21	22 Payment Run	23	24	25	26	27	28	29	30	31	1 9	2	3

Version 2.0