

BLACK SLUICE

INTERNAL DRAINAGE BOARD



Board Meeting

Wednesday, 22nd November 2023 at 2:00pm

Station Road, Swineshead, Lincolnshire, PE20 3PW



Black Sluice Internal Drainage Board

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Our Ref: DW/JB/B10

Your Ref:

Date: 15th November 2023

To the Chairperson and Members of the Board

Notice is hereby given that a Meeting of the Board will be held at the Offices of the Board on Wednesday, 22nd November 2023 at 2:00pm at which your attendance is requested.

Board Member Induction Training will commence at 11:00am (all Board Members welcome).

A buffet lunch will be available from 1pm, for all members of the Board, to encourage and facilitate Members, Staff and Officers discussion.

Chief Executive

A G E N D A

1. Recording the meeting.
2. Apologies for absence.
3. Declarations of interest.
4. To receive and, if correct, sign the Minutes of the meeting of the Board held on 13th June 2023 (**pages 1 - 13**)
5. To receive and, if correct, sign the Confidential Minutes of the meeting of the Board held on 13th June 2023 (**pages 14 & 15**)
6. Matters Arising.
7. To receive the unconfirmed Committee Minutes and Matters Arising of the following meetings:
 - (a) Southern Works Committee meeting held on 4th July 2023 (pages 16 - 22)
 - i) To adopt the Southern Works Terms of Reference (**pages 23 & 24**)
 - (b) Executive Committee Meeting held on 14th September 2023 (pages 25 - 35)
 - i) To approve committee membership for the following committees; Audit & Risk, Structures and Environment (**page 30 Minute 2194**)
 - ii) To approve the draft timetable for 2024 meetings (**page 36**)
 - (c) Joint Works Committee Meeting held on 3rd October 2023 (pages 37 - 50)
 - (d) Audit & Risk Committee Meeting held on 24th October 2023 (pages 51 - 60)
 - i) To approve the Annual Return including External Auditor's Opinion for 2022/23 (**pages 61 - 66**)

To adopt the following:

 - ii) Policy No.3: Financial Regulations (**pages 67 - 71**)
 - iii) Policy No. 4: Procurement (**pages 72 - 80**)
 - iv) Policy No. 5: Investment Strategy (**pages 81 - 83**)
 - v) Health & Safety Committee Terms of Reference (**page 84**)
 - vi) Policy No. 7: Health & Safety (**under separate cover**)
 - vii) Policy No. 41: Public Sector Co-operation Agreement (**page 85**)
 - viii) Policy No. 43: Electronic Information & Communication Systems (**pages 86 - 92**)
 - ix) New Policy No. 51: Drone Flying Policy (**page 93**)
8. To review the Risk Register (**page 94**)
9. To receive a report on Finance & Admin:
 - (a) Period 07 Management Accounts (**pages 95 - 101**)
 - (b) Drainage Rates Report (**page 102**)
 - (c) Quarter 2 Forecast (**pages 103 - 108**)
10. To receive the Annual Report on Health and Safety including Near Misses (**pages 109 - 112**)
11. To receive an update on the recent event Storm Babet October 2023 (**verbal presentation**)

12. To consider reports on the following:
 - (a) Monthly Accounts: June 2023 to October 2023 (**pages 113 - 128**)
 - (b) Monthly Accounts: Woldmarsh (**pages 129 - 133**)
 - (c) Schedule of Consents: June 2023 to October 2023 (**pages 134 - 137**)
 - (d) Rainfall (**pages 138 & 139**)

13. Any Other Business.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the Board

held at the Offices of the Board on

13th June 2023 at 2pm

Members

Chairperson - * Mr K C Casswell

- | | |
|-------------------|------------------|
| * Mr W Ash | * Mr J Atkinson |
| * Mr V Barker | * Cllr P Bedford |
| * Mr J Fowler | * Cllr M Geaney |
| * Cllr A Hagues | * Mr P Holmes |
| Cllr Z Lane | * Mr M Leggott |
| Cllr D Middleton | Cllr C Mountain |
| * Mr R Needham | * Mr P Robinson |
| * Mr M Rollinson | * Cllr C Rylott |
| * Cllr D Scoot | Cllr H Staples |
| * Cllr S Welberry | Mr C Wray |
| * Mr M Brookes | |

* Member Present

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

2158 Recording the Meeting - Agenda Item 1

Members were informed that the meeting would be recorded.

2159 Apologies for Absence - Agenda Item 2

Apologies for absence were received from Cllr H Staples, Cllr D Middleton, Cllr Z Lane and Mr C Wray.

The Chairperson welcomed the new appointed Board members following council elections. Board Members introduced themselves.

2160 Declarations of Interest - Agenda Item 3

A declaration of interest was received from Mr W Ash in relation to the review of the annual value of rating account 30-3030-5 (neighbour of Mr W Ash).

2161 Minutes of the last Board meeting - Agenda Item 4

The Minutes of the last meeting of the Board held on the 14th February 2023, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2162 Matters Arising - Agenda Item 5

(a) Operation Flyswat - Minute 2090(a)

The Chairperson questioned if there is any update? It was confirmed that one of the Board's Officers has challenged the cost and service provided but there is no further update yet. The Board are awaiting the assignment of a Cllr to Operation Flyswat to get in contact with.

(b) Transformer at Gosberton Pumping Station - Minute 2090(c)

The Finance Manager confirmed that this has been installed and fully funded by Grant FCERM. The Board commended the work of the Operations Manager and team for achieving full funding. Mr P Holmes questioned whether future projects of the same nature will attract grant funding? The Operations Manager responded that they potentially will, noting that Wyberton Marsh Pumping Station is in progress.

Mr V Barker noted that he saw some of the equipment that was removed from Gosberton Pumping Station during this work, especially referring to the copper cables, and that he had asked those completing the work to return it to the depot and they wouldn't. Mr V Barker therefore noted the value of copper and the possible sale of such things? The Chief Executive responded that in this instance, the agreement was on a 'trade-in' basis whereby they were to remove, dispose and replace. Mr V Barker also noted the poor condition and deterioration of a section of the cable, which he wanted the Board's Officer's to be able to see by it being returned to the depot.

(c) Plant - Mitsubishi L200 Trucks Replacement - Minute 2091(a)

The Board were informed that the four new Toyota truckers on order are now expected for delivery in September 2023.

(d) Pay Award 2023/24 - Minute 2092(b)

The Finance Manager confirmed that they conducted an employee feedback exercise on the offer which was 100% accepted. The Union were not happy with the way in which the exercise had been conducted but have now accepted it with assurance that it will be done differently going forward.

(e) Replacement options for the Twiga SPV2 - Hooby MH115 - Minute 2095

The new Hooby on order is now due for delivery in March / April 2024. They are honouring the agreed price.

(f) Aebi Machine Change - Minute 2095(ii)

The Board's existing Aebi has now been sold to Witham 3rd IDB and the new one arrived and in use. It cost under £50,000 to change the machine, as agreed.

(a) Environment Committee

The Chairperson of the Environment Committee presented the unconfirmed Minutes of the Environment Committee meeting held on the 7th March 2023, 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 11: Biodiversity Action Plan

The Biodiversity Action Plan was presented.

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

(b) Structures Committee

The Chairperson of the Structures Committee presented the unconfirmed Minutes of the Structures Committee meeting held on the 21st March 2023, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising

(a) Byelaw infringements and how the Board can engage more with the local planning officers - Minute 2118(c)

Mr W Ash questioned what approach the Board are taking to development within the 9-metre byelaw allowance?

The Chief Executive noted that this has been raised with the new appointed Board Members during the morning's induction, who can appreciate the point of view of the Board and the importance of clear access for the Board and are going to take it back to their respective councils. Lincolnshire ADA have also acknowledged it and want to complete a national piece of work around it.

The Chief Executive confirmed that currently the Board consent to some applications within the 9-metre byelaw area that is not believed will affect the Board's access and maintenance, for example, the planting of a hedgerow six meters from the watercourse. Mr W Ash disagreed with this. The Chief Executive noted his delegated authority means he can consent to things he feels comfortable won't affect the Board's operations but will present anything he is not entirely comfortable with to the committee for approval. All consents given are also listed within the Board agenda.

(b) Supporting a Rate Payer with a claim against Network Rail - Minute 2121(b)

The Board were informed that the Board's Professional Indemnity insurance did not cover the Board producing a specialist report, providing an opinion, so the Board just provided the information.

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. 9: Structures Replacement Policy

The Structures Replacement Policy was presented.

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

(c) Northern Works Committee

The Chairperson of the Audit & Risk Committee presented the unconfirmed Minutes of the Audit & Risk Committee meeting held on the 13th April 2023, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

(d) Audit & Risk Committee

The Chairperson thanked those at Boston Borough Council for allowing Mr M Brookes to continue as a Lay Member of the Board, enabling him to continue chairing the Audit & Risk Committee.

The Chairperson of the Audit & Risk Committee presented the unconfirmed Minutes of the Audit & Risk Committee meeting held on the 25th April 2023, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters Arising:

(i) Insurance arrangements - Minute 2139

The Finance Manager presented the quotations he has received for potential changes in insurance policy at the request of the Audit & Risk Committee, for the Board's consideration.

Motor Fleet and Commercial Vehicles

This considers the providing of a vehicle if the Board's was not able to be used.

For motor fleet vehicles, the insurer can only offer up to £30 per day, the annual premium would be £1,248.96. The Finance Manager felt this was a lot of money in comparison to the little gain of £30 per day.

For commercial vehicles (five excavators), the insurer can only offer up to £100 per day, the annual premium for 30 days is £781 and for 90 days is £1,562. Again, the Finance Manager felt the premium was high in comparison to what the Board would benefit if used.

The Board felt these were not value for money.

Business Interruption Terminal Ends

This would be to ensure the Board had a source of electricity. The Finance Manager noted the Board's 34 pumping stations, and that electricity could easily be lost in a major event.

However, the insurer is not able to offer this, as the underwriters have advised this due to the type of cover being typically taken out when the majority of the income is derived away from the premises (34 pumping stations at separate locations).

Public and Products Liability

The Board currently has £10million of cover, this considers an increase to £15million or £20million cover.

Approximate annual premium for £15million cover is an additional £1,512 and approximate annual premium for £20million cover is an additional £2,352.

The specific example given at the Audit & Risk Committee was noted to the Board about if a teenager got into the depot or a pumping station and injured themselves, whether £10million cover would be sufficient?

The Chairperson was of the opinion to increase to £15million. Mr M Leggott supported this.

All AGREED to increase the public and products liability cover to £15million (the Finance Manager believed this can only be actioned at renewal, but would make the request to NFU).

Environmental Liability

The Board currently has £1 million cover, this considers an increase to £2million cover. The additional annual premium is £1,826.

It was noted the Audit & Risk Committee considered whether £1 million would be enough for clean up costs?

Mr P Holmes questioned what the Board envisage happening to cost over £1million to clear up? It was noted it could be something dumped, the Unimog overturning and oil entering the watercourse.

Mr J Fowler supported the increase in cover, noting that government agencies could be involved in pollution incidents and the clean-up and restoration.

The Chief Executive noted the Environment Agency (EA) introduced the increased cover for the natural flood management works because of illegal dumping, however, noted that for there to be illegal dumping you have to own the land being dumped on and the Board own very little (depot and small areas at pumping stations).

Mr J Fowler noted the circumstances of a poison entering one of the watercourses the Board maintains? The Chief Executive responded that the Board are only responsible for the conveyance of water, pollution in a watercourse is the responsibility of the EA.

The Finance Manager emphasised that this cover is for a pollution the Board caused.

Cllr S Welberry questioned if a risk assessment has been carried out? It was confirmed that one hasn't, and it was felt the likelihood is low.

The Chief Executive gave a realistic example; the Board could be desilting a drain and it be contaminated, which is then pumped into the lagoon on land the Board has rented. The Chief Executive supported the increase in cover.

Mr V Barker gave an example of where a third party had delivered some nitrogen to his farm, which leaked in the following days, and therefore supported the increase in cover.

All AGREED to increase the Environmental Liability cover from £1million to £2million with immediate effect.

To adopt the following:

(ii) Policy Statement Water Level & Flood Risk Management (Policy A)

The Policy Statement was presented.

The Board RESOLVED that the Policy Statement Water Level and Flood Risk Management (Policy A) be adopted.

(iii) Policy No. 1: Risk Management Strategy

The Risk Management Strategy was presented.

Mr M Brookes noted that discussion was had by the Audit & Risk Committee around potentially reducing the maximum amount to be invested in one place from £300,000 to £200,000. However, the Finance Manager noted that the Executive Committee met following this meeting and have a different view based on potential investments being offered. This is discussed further at Minute 2163(e)(i).

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

(iv) Policy No. 3: Financial Regulations

The Financial Regulations were presented.

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

(v) Policy No. 4: Procurement

The Procurement Policy was presented.

Mr V Barker noted that for some specific products, the Board only has one supplier, questioning if the Board look further than the UK, in Europe, for additional potential suppliers? The Operations Manager responded that, in reference to the trench sheet piles, the Board require a specific profile and can guarantee it and the service from the one same supplier. Other suppliers have been used in the past, that state they are the same profile, but are then not quite the same and don't fit together.

The Board RESOLVED that the Procurement Policy (Policy No. 4) be adopted.

(vi) Policy No. 23: H&S Policy for Display Screen Equipment

The Health and Safety Policy for Display Screen Equipment was presented.

The Board RESOLVED that the Health and Safety Policy for Display Screen Equipment (Policy No. 23) be adopted.

(vii) Policy No. 25: Lone Worker

The Lone Worker Policy was presented.

The Board RESOLVED that the Lone Worker Policy (Policy No. 25) be adopted.

(viii) Policy No. 32: Data Protection

The Data Protection policy was presented.

The Board RESOLVED that the Data Protection policy (Policy No. 32) be adopted.

(ix) Policy No. 49: Health & Wellbeing

The Health & Wellbeing policy was presented.

The Board RESOLVED that the Health and Wellbeing policy (Policy No. 49) be adopted.

(x) Policy No. 50: Sickness Absence Management

The Sickness Absence Management policy was presented.

The Board RESOLVED that the Sickness Absence Management policy (Policy No. 50) be adopted.

To approve the following:

(xi) Internal Auditors Report 2022/23

The Internal Auditors Report 2022/23 was presented.

Mr M Brookes highlighted that the Board achieved 'substantial assurance' with no recommendations. Mr M Brookes, and the Board, thanked everybody involved in the achievement of substantial assurance in the internal audit.

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

(xii) Audit Programme 2023/24

The Audit Programme 2023/24 was presented.

The Board RESOLVED that the Audit Programme 2023/24 be noted.

Cllr D Scoot joined the meeting.

(e) Executive Committee

The Chairperson of the Executive Committee presented the Minutes of the Executive Committee meeting held on the 23rd May 2023, copies of which had been circulated. The Board RESOLVED that the Minutes should be received.

Matters arising:

(i) Investments - Minute 2151(a)(ii)

The Finance Manager reminded the Board that the Audit & Risk Committee have discussed about reducing the maximum investment limit to £200,000 from £300,000 to spread it and make the investments safer.

Brewin Dolphin have just been taken over by the Royal Bank of Canada (RBC), who currently have two cash deposit schemes available. The rates are 4.2% for 6 months and 4.5% for 12 months. Currently, the minimum deposit is £400,000 however, it is expected that this will be reduced to £250,000. The Executive Committee discussed and felt comfortable to invest the £300,000 currently with Monmouthshire (0.65%) with the RBC if the minimum deposit is reduced as expected. All AGREED.

The Finance Manager noted that if RBC don't reduce their minimum deposit, there is another option discussed by the Executive Committee with BGC Brokers (the Finance Manager has made initial contact but not had a response yet). All AGREED that if RBC don't drop their minimum deposit, then the Finance Manager to investigate three investments of £200,000 with BGC Brokers.

(ii) Cyber Security - Penetration Testing - Minute 2157(b)

The Board were informed that the order for the penetration test has been placed.

(iii) ADA Flood & Water Live Event - Minute 2157(d)

The Chairperson noted the Flood and Water Live Event being organised by ADA on 5th and 6th July and the importance of good attendance at it, encouraging Board Members to attend.

(iv) Visit from Minister Pow - Minute 2157(f)

The Chief Executive explained that Minister Pow, Minister for Environmental Quality and Resilience, visited the area last week, starting with a tour with Lincolnshire Wildlife Trust at Willow Tree Fen, followed by viewing the major natural flood management works at Swaton, of which she was impressed with the large scale of the work. This was followed by a visit to Swaton Village Hall for a presentation by the Anglian Water team about the Lincolnshire Reservoir. A working lunch was then held at the Board's offices, including a presentation from the Chief Executive about the Board's other natural flood management works, followed by a visit to Boston Barrier and Black Sluice Pumping Station (Boston). The Chief Executive added that the Minister had a lot of knowledge and asked intriguing and challenging questions.

The Chief Executive also noted the Rationalising the Main River Network to the Minister, which is currently in the hands of the Environment Agency to progress. The Chief Executive noting to her that the Board, with the correct finances and conditions, are prepared to take on some of the low consequence highland carriers.

To approve the following:

(v) Period 12 Management Accounts (amended)

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

(vi) 10 Year Schemes Budget

The Finance Manager noted that the content in red are schemes that have received grant funding but has not yet been spent.

The Board RESOLVED that the Capital Schemes Budget be approved.

(vii) 10 Year Plant Replacement Budget

The Finance Manager noted that the Aebi change has not been changed on this budget yet and so will be removed from replacement in 2029/30.

The Board RESOLVED that the Plant Replacement Budget be approved.

(viii) 10 Year Estimates to reflect scheme updates and 2022/23 year end position

The Finance Manager noted the aim for the General Reserve, as follows:

- Maintain - Maintain the General Reserve at between three and twelve months of net revenue expenditure. (As per JPAG Practitioners Guide)
- Aim - Aim to be able to fund a minimum of two consecutive "Wet" years of Electricity from the General Reserve.
- Budget - With the General Reserve at the target level aim for a balanced budget.

The Board RESOLVED that the 10 Year 2023/24 Budget and Estimates be approved.

(ix) Confidential - Future arrangements of the Board

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.

2164 Approval of the Draft Unaudited Financial Statements for Year Ending 31 March 2023 - Agenda Item 7

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

The Board RESOLVED for the Chairperson to sign the unaudited financial statements for the year ending 31 March 2023.

2165 To review and approve the Annual Governance Statement - Agenda Item 8

The Finance Manager explained that this is part of the Annual Governance and Accountability Return 2022/23, which is a further summary of the unaudited financial statements.

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

2166 Approval and authorisation for the Chairperson to sign the Annual Governance and Accountability Return for the year ending 31 March 2023 - Agenda Item 9

The Finance Manager presented the Annual Governance and Accountability Return.

The Board RESOLVED that the Annual Governance and Accountability Return for the year ending 31 March 2023 be signed and approved.

2167 To receive the minutes of the ADA Joint Lincolnshire Branch and Nene Branch Meeting - Agenda Item 10

The Chairperson presented the minutes of the ADA Joint Lincolnshire Branch and Nene Branch Meeting held on 23rd February 2023.

The Chairperson noted that they received a presentation about the Fens 2100+ project at this meeting, noting that the one element they won't commit to stating anything about is the lifting of the seawalls. Mr M Leggott noted that he asked Amy Shaw about this, who confirmed that they were part of the proposed works.

2168 To receive an update on Local Government Funding Support - Agenda Item 11

The Chairman noted the below allocations of the £3million grant funding, to councils, for the increase in Internal Drainage Board levies:

Local authority	Allocation (£)
Bassetlaw	£181,977
Boston	£318,890
East Cambridgeshire	£104,160
East Lindsey	£927,373
Fenland	£177,281
Folkestone and Hythe	£32,043
King's Lynn & West Norfolk	£205,451
Lincoln	£141,926
Newark & Sherwood	£239,690
North Kesteven	£143,975
North Norfolk	£35,265
South Holland	£298,739
South Kesteven	£87,761
Swale	£41,388
West Lindsey	£64,082
Total	£3,000,000

The Chief Executive believed that the allocations cover the uplifts from the IDBs.

The Chief Executive further noted that he discussed this with Minister Pow and that the councils will be trying for funding again next year, to which the Minister was encouraging.

Mr M Rollinson hoped that this was the beginning of the special levy being centralised and paid by the government rather than the council. The Chairperson noted that the Board may have to operate differently if that happens, as the government may be able to dictate how the IDB operates. Cllr P Bedford didn't think it was likely to happen as it only affects the 15 councils listed above.

2169 To review the annual value of rating account 30-3030-5 - Agenda Item 12

The Finance Manager gave an overview of this matter from a rating perspective as follows. There are certain buildings that attract a special building value. This was determined by the original valuation that commenced in 1988 which gave a special building value to any building that involved intensive farming, e.g., chicken sheds, piggery, glasshouses etc.

If a rate payer informs the Board that they no longer use a special building for its specific purpose, i.e., glasshouses no longer used to grow plants, chicken sheds no longer used to house poultry etc. and are used instead for storage, for example, the Finance Manager will visit the site to determine this. There should be no specialist equipment remaining and clearly not be able to be used for that purpose in order to remove the special building value.

In this case (Account ID: 30-3030-5), the chicken sheds were in place in 1988. If the special building value was to be removed now, it would need to have no specialist equipment and clearly be no longer used for that purpose.

The Finance Manager noted that he visited the site with the owner of the chicken sheds. The Finance Manager explained that he is of the opinion that they are still chicken sheds and could still be used for that purpose. The Finance Manager continued that there is still specialist equipment in place and that the owner intends to sell them as chicken sheds.

Mr W Ash noted that he doesn't believe the current state of the chicken sheds would pass the required condition to be used as a chicken shed, that the owner uses the sheds as storage and has no intention of using them for housing poultry.

The Finance Manager acknowledged this, but noted it is down to how the Land Drainage Act 1991 was written and that if it is de-classified as a special building it can't then be classified as a special building in the future if it were to ever be used as chicken sheds again, by the current owner or any future owners / tenants.

Mr P Holmes felt that given that the owner intends to sell them as chicken sheds they should remain as a special building.

Mr V Barker gave another example whereby existing chicken sheds had been rebuilt, supporting that they should remain as a special building.

Mr M Leggott felt it was within the owner's interest to continue paying rates as a special building to keep them classified as chicken sheds in order to add value to that asset.

Mr M Rollinson noted that the Board does sympathise with the owner, but that it cannot be changed because of the way the Land Drainage Act works.

All AGREED that the chicken sheds should remain classified as a 'special building' with a special building rate.

2170 To review the Risk Register - Agenda Item 13

There is one risk with a risk score of 6, Risk 1.9 Insufficient funds to carry out works, which has this high score due to the volatile electricity prices.

The Board RESOLVED the Risk Register be accepted.

2171 Reports on the following: - Agenda Item 14

(a) Monthly Accounts: (February 2023 - May 2023)

The Board's monthly accounts, inclusive of February 2023 - May 2023, were circulated.

The Board RESOLVED that this report be noted.

(b) Monthly Accounts: Woldmarsh (January 2023 - April 2023)

The Board's monthly Woldmarsh invoices, inclusive of January 2023 - April 2023, were circulated.

The Board RESOLVED that this report be noted.

(c) Schedule of Consents (February 2023 - May 2023)

The Chief Executive presented the Schedule of Consents, consisting of February 2023 - May 2023, copies of which had been circulated.

Mr V Barker acknowledged that grid references are included, but questioned if the location could be included? Mr J Fowler noted that the grid references are identifiable on the Board's interactive catchment map on the website. The Chief Executive confirmed that locations can be included.

Mr M Leggott referred to byelaw consent 2023-B06, erection of boundary fence, questioning the conditions that have been given with this consent? The Chief Executive noted that he will find out and let Mr M Leggott know.

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.

The Board RESOLVED that this report be noted.

2172 Any Other Business - Agenda Item 14

(a) Membership of committees

Mr M Brookes noted that, following elections, there are now vacancies on committees, questioning when this will be addressed? It was confirmed that there will be a meeting of the Nomination Committee and that any new appointed members that have specific interests to let the Board know.

Cllr M Geaney expressed an interest in the Audit & Risk Committee.

Cllr S Welberry expressed an interest in the Environment Committee.

(b) Thank you to Ian Warsap – Retirement of Chief Executive

The Chairman noted that this is Ian's last meeting as Chief Executive. The Board thanked Ian for his brilliant work as Chief Executive and applauded.

It was noted that the Board will mark Ian's retirement next year, in conjunction with the retirement of the Chairperson.

The Chief Executive thanked the Board for his time and also for the support shown in difficult circumstances over the past year.

There being no further business the meeting closed at 15:33.

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Meeting of the
Southern Works Committee

held at the Offices of the Board on the
4th July 2023 at 15:30

Members

Chairperson - * 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	* Cllr M Geaney
* Cllr Z Lane	Mr A Mair
Mr M Mowbray	* Mr M Taylor
* Mr C Wray	

(* Member Present)

In attendance: Mr I Warsap (Chief Executive)
Mr D Withnall (Finance Manager)
Mr P Nicholson (Operations Manager)
Mr K Methley (Pump Engineer)
Mr P Holmes (Northern Works Chairperson)
Mr M Brookes (Executive Committee)
Cllr P Bedford (Executive Committee)
Mr D Leverton (Guest)

2173 Recording the Meeting - Agenda Item 1

Members were informed that the meeting would be recorded.

The Chairperson welcomed newly appointed members, Cllr Z Lane and Cllr M Geaney to their first Southern Works Committee meeting, also welcoming Mr D Leverton (guest). The Officers were thanked for organising an interesting and informative inspection.

2174 Apologies for absence - Agenda Item 2

Apologies for absence were received from Mr C Dring, Mr A Mair, Mr M Mowbray, Mr J Fowler, Mr G Atkinson (invited guest).

2175 Declarations of Interest - Agenda Item 3

A declaration of interest was received from Mr J Atkinson in relation to Minute 2180(e) - Drainage issues, Pinchbeck North Fen.

2176 Review the Southern Works Committee Terms of Reference - Agenda Item 4

The Committee RESOLVED to recommend that the Southern Works Committee Terms of Reference be approved at the next Board meeting.

2177 Minutes of the last meeting - Agenda Item 5

The Minutes of the Joint Works Committee, which was held on 4th October 2022, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record.

2178 Confidential Minutes of the last meeting - Agenda Item 6

The Confidential Minutes of the Joint Works Committee, which was held on 4th October 2022, copies of which had been circulated, were considered. It was AGREED that the Minutes should be signed as a true record.

2179 Matters Arising - Agenda Item 7

There were no matters arising.

2180 Discuss the Operations Report and Inspection - Agenda Item 8

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

(a) Donington North Ings Pump & Sump Works

This was not visited on the tour but was raised by the Operations Manager as a point of interest. Photos were displayed on screen of the works completed in the suction chamber of the pumping station, it being noted that issues have arisen lately with bolts rusting away and the bellhousing section falling off as a result of this. The Board's workforce are therefore trying to complete inspections and complete any required maintenance works within all the pumping stations suction bays as quickly as possible. Going forward, the aim is to have a ten-year inspection programme.

(b) Swaton Catchment Natural Flood Management Scheme

The Board first met with the Environment Agency (EA) to discuss completing these works on their behalf in 2020, this is a national pilot project for natural flood management and attenuation. It will be monitored over the next three years by a graduate student.

The attenuation capacity across all five sites and c1.8km of swales adjacent to the sites is 22,000m³ (the equivalent of nine olympic swimming pools).

The cost of these works is c£1million.

Mr P Holmes referred to the Holland Road Farm site which has been completed some time, questioning if it has been proven to work in fluvial events? The Operations Manager confirmed that it has proven that it captures and holds the water, however, the efficiency of the sites will be monitored by the graduate student over the following years and a report produced.

Smaller Scale Natural Flood Management

The Operations Manager referred to smaller scale, lower cost projects that reduce flows into rivers. It was noted that a Farm Engagement Advisor has been employed, to meet with farmers and identify sites.

150 sites have been identified and some of the work is now being delivered. Some examples of this work were displayed on screen (enlarged pond with swale and outfall pipe, leaky dam, reprofiled bank).

The Chairperson referenced the dams, questioning who is responsible for keeping it clear of debris once operational? It was confirmed that it will be the responsibility of the landowner.

Some drone footage of works at Folkingham was shown on screen, noting that it is designed so that the water overflows into the areas created to hold water. It was noted that the landowner is paid compensation, either loss of crop or loss of land, dependant on the type of work, for ten years.

(c) Proposed revetment works, Drain 31/3, North Drove, Quadring Fen

The Operations Manager has met with LCC highways to establish that the cracking of the road is not connected to the watercourse. The works will require the road being closed and is estimated to cost £24,000.

(d) Gosberton and Dowsby Fen Pumping Station 750kva Transformer

The installation of a new 800Kva was completed in April 2023, funded by Grant in Aid.

(e) Drainage issues, Pinchbeck North Fen

The Operations Manager reminded the committee that this was visited and discussed in March 2020.

The pipe is in fair to poor condition. There is an Anglian Water main that runs across the site, which may dictate the level of the pipe that outfalls into the main drain. When looking at the difference in falls between the open drain where the pipeline starts and the downstream end, there isn't a lot of fall (approx. 50mm).

The Operations Manager added that, in respect of the pipe, he doesn't know what can be done. An internal discussion has been had around whether a small diameter pipe can be placed at a different location that will take some of the water away.

The Operations Manager also added that this was previously discussed at a Board Meeting in 2006, where the conclusion was that there 'is no further action taken'. The Operations Manager believed the current situation is not any different to in 2006.

Mr V Barker noted that a syphon could be something for the future once more is confirmed regarding the Lincolnshire Reservoir. As a short-term measure, Mr V Barker suggested a small pump with its own float valve and pump into the South Forty Foot Drain.

The Operations Manager noted that the difficulty is that if it is low lying land, how does this differ from any other low-lying land in any other areas. The option into the South Forty Foot Drain may be viable, but it will need to be at a level that is sufficient to allow it to gravitate.

The Operations Manager noting that it may be investigated once the catchment studies are completed.

The Chairperson questioned if there has been any change in the situation since it was recommended by the Board in 2006 that no further action is taken? Mr J Atkinson confirmed there is no change.

Mr J Atkinson noted that he had envisioned a suggestion similar to Mr V Barker's suggestion, which he felt would be a relatively cheap option.

Mr V Barker suggested that the landowner (Mr J Atkinson) pays for the capital cost of putting a small pump in but that it is run from the Board's pumping station.

The Chairperson felt this was not for discussion within the meeting and suggested it be discussed between Mr J Atkinson and the Operations Manager outside of this meeting.

(f) Refurbishment Works – Sempringham Pumping Station

Photos of works to create a new dump area to receive a new weedscreen cleaner were shared, the new weedscreen cleaner should be installed by the end of the calendar year.

(g) Dyke Fen Pumping Station – Proposed pump motor refurbishments

The Operations Manager noted that the bell mouth fell off (due to bolts rusting – further discussion about this at Minute 2180(a)), which caused damage of the motor of the pump. This was refurbished last year due to the damage, another pump is due for refurbishment as part of ongoing maintenance.

(h) Project with Lincolnshire Wildlife Trust, Bourne North Fen

The Operations Manager referred to the aerial photograph within the agenda and that the white area is land that the Board already own (wetland pond area). Lincolnshire Wildlife Trust (LWT) have obtained a grant to create a new wetland area. The Board have been approached to complete these works on behalf on LWT. The works are planned to take place at the end of the calendar year / into next year.

The Chief Executive added that it is a 50ha reed bed nature reserve. Water is to be abstracted from the Bourne Eau, move through the reeds which will polish the water. It is then going to either be lifted, by wind pump, into the Glen or retained within the South Forty Foot catchment to be used for irrigation.

The Chief Executive confirmed that LWT are aware that if the water is retained in the Board's catchment and the Board has to lift it with the pumps, there will be a cost associated.

1. Capital Asset improvements

(a) 2023/24 Defra/EA Funded Flood and Coastal Erosion Risk Management (FCERM) Grant in Aid (GiA) Schemes

(i) Swaton Natural Flood Management Schemes

This was discussed at Minute 2180(b).

(ii) Sempringham Fen Pumping Station Refurbishment

This was discussed at Minute 2180(f).

(iii) Upper catchment South Forty Foot Natural Flood Management Studies and Works

This was discussed at Minute 2180(b).

(iv) Black Sluice Catchment Strategy

The inception study is completed and another order has just been placed with Stantec (consultants), the ideal being to look at the whole catchment with the question 'If we were going to design a new catchment, would it look like it does now?' The Operations Manager also noted the potential impacts the Lincolnshire Reservoir and Lower Witham Strategy could have on the catchment.

(b) 2023/24 Board funded capital schemes

(i) Quadrang North Fen roadside revetment – Estimate £24,000

This was discussed at Minute 2180(c).

(ii) Jetting / CCTV survey of Major Pipelines – Estimate £75,000

There are a couple of sites, in Donington, that can't currently be accessed due to cropping, which will then complete the works. Wyberton will be the main area of focus for this year and into next year.

(iii) Dyke Fen Pumping Station and pump motor refurbishment - Estimate £25,000

This was discussed at Minute 2180(g).

(iv) Alternative Access Programme - Estimate £20,000

The Board aims to work on alternate banks as much as possible.

Development of this programme is being achieved by installing side entry field culverts and removal of bushes and vegetation to enable machine access for future maintenance.

(v) General Culvert replacement contributions - Estimate £5,000

The Board will only offer a contribution to the cost of the replacement of culverts that the Board benefit from using.

(c) 2024/25 Defra/EA FCERM GiA schemes

(i) Dunsby Fen Catchment Works Study – Estimate £10,000

This has been deferred, until the catchment study reaches a more informed stage.

(d) 2024/25 Board funded capital schemes

(i) Graft Drain - Estimate £25,000

This scheme was deferred due to other priority works including a lot of large slips to repair. The remaining work involves the lining of existing culverts.

(ii) SFFD Desilting Guthrum to Black Hole Drove Pumping Station - Estimate £65,000

It is proposed that this section (c1600m of the South Forty Foot Drain from Guthrum Gowt to Black Hole Drove Pumping Station) is desilted. It has not yet been decided how it will be desilted; it could be with the cutter suction dredger (big additional costs for lagoon holding site) or with a large machine and bucket with cradges to contain the removed silt.

2. Emergency Response Plan

The Operations Manager noted that this hasn't changed, reminding the committee that it is classified as an emergency when the level in the South Forty Foot Drain (SFFD) reaches +2.30m ODN, the Board's Officer's will begin to turn off pumps at +2.70m ODN.

3. Crop Loss

The Operations Manager noted that he has included the Crop Loss Compensation policy to remind the committee what the Board will pay for various crops and how to claim.

2182 Confidential - To receive an update on the Open Channel Transfer of raw water to the Lincolnshire Reservoir - Agenda Item 10

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.

2183 Report on Rainfall - Agenda Item 11

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

2184 Any Other Business - Agenda Item 12

(a) Thanks to Chief Executive at Final Committee Meeting

Mr V Barker thanked the Chief Executive for all the work he has done for the Board over the years and all the future work. The committee echoed this.

The Chairperson thanked the Chief Executive for his contributions to the Board. The committee applauded.

(b) Soil Bund Query – Twenty Road

Mr D Leverton referenced the Twenty Road and that a sheet pile temporary dam has been installed and would ask that it be moved back a field as it is holding some of the water up. The Operations Manager noted this and agreed to arrange to meet with Mr D Leverton to discuss further.

There being no further business the meeting closed at 17:25.

BLACK SLUICE INTERNAL DRAINAGE BOARD
SOUTHERN WORKS COMMITTEE - 04 JULY 2023

AGENDA ITEM 07(a)(i)

TERMS OF REFERENCE - SOUTHERN WORKS COMMITTEE

1. **GENERAL**

The Committee shall have EIGHT members who will be appointed by the Board. A maximum of EIGHT Co-opted Members may also be appointed by the Committee.

The Membership shall include: The ONE South Holland District Council Board member and the ONE South Kesteven District Council Board member.

The Chairperson shall be elected by the committee at the triennial general meeting of the Board, being the first board meeting following an election.

Co-opted Members will be appointed by the Committee at the triennial general meeting of the Board with each Co-opted Member receiving a written invitation to join a Works Committee for a three-year term. New Co-opted Members may be approached at any time throughout the year to take up any vacancies and thereafter appointed by the Committee. It is at the Chairperson's discretion to remove Co-opted Members based on low attendance levels.

2. **MEETINGS OF THE COMMITTEE**

The Committee shall meet at least once in every 12-month period and a quorum shall be six members.

There should be at least one inspection of the Southern Works district each year to which all Southern Works Committee Members and Executive Committee Members should be invited.

No one other than the Committee members, **members of the public and Board Officers** shall be entitled to attend Committee Meetings, but any other persons may attend meetings **as a guest** if invited by the Committee.

3. **POWERS OF THE COMMITTEE**

(a) Any formal consent which requires determination before the next Board Meeting which officers cannot approve.

(b) Approve any individual works or scheme up to a value of £25,000.

4. RESPONSIBILITIES OF THE COMMITTEE

The responsibilities of the Committee shall be:

1. To monitor the Board's performance in relation to effective and efficient work solutions.
2. To monitor the Board's performance in relation to good Health & Safety practices throughout daily operations.
3. To promote best practice through employee training and awareness.
4. To promote and maintain value for money for all resources.

5. REPORTING

Minutes of meetings of the Committee shall be presented to the next meeting of the Board.

The Committee shall review its terms of reference after every triennial general meeting and its own effectiveness and recommend any necessary changes to the Board.

REVIEWED BY THE COMMITTEE: 04 JULY 2023

APPROVED BY THE BOARD:

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a meeting of the Executive Committee

held at the offices of the Board on
14th September 2023 at 2pm

Members

Chairperson - * Mr K C Casswell

* Cllr P Bedford

* Mr J Fowler

* Mr M Rollinson

Mr M Brookes

* Mr P Holmes

* Member Present

In attendance: Mr D Withnall (Chief Executive)
Mr P Nicholson (Capital Projects Director & Deputy CEO)

2185 Recording the Meeting - Agenda Item 1

Committee members were informed that the meeting would be recorded.

2186 Apologies for absence - Agenda Item 2

Apologies were received from Mr M Brookes.

2187 Declarations of Interest - Agenda Item 3

There were no declarations of interest.

2188 Minutes of the Meeting - Agenda Item 4

Minutes of the meeting held on 23rd May 2023, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record with the following amendment:

- Minute 2151(a)(i) – Spelling mistake – ‘...and is barley noticeable’ should be ‘...and is barely noticeable’.

2189 Confidential Minutes of the Meeting - Agenda Item 5

Confidential Minutes of the last meeting held on 23rd May 2023, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record with the following amendment:

- Minute 2156 - ‘...affluently’ should be ‘...fluently’.

2190 Matters Arising - Agenda Item 6

(a) Pay Award 2024/25 - Minute 2150(a)

The Chief Executive noted that negotiations for the Pay Award 2024/25 will be ongoing at a meeting of the ADA Pay & Conditions Committee next week. The figures used to create the formula for the pay award have been published as follows:

- 12 Month average year on year figure = 6.45% (adopted to generate the 2.1% last year)
- 3 Month average year on year figure = 12.2% (Figure previously used)
- CPI(H) July 2023 = 6.4%
- RPI July 2023 = 9%

Unison have submitted a pay claim of an increase on all salary points / wage rates equal to July 2023 Retail Price Index (RPI) 9% plus 2%.

It was noted that the IDB's involved with the negotiations are as follows:

- Black Sluice IDB
- North East Lindsey IDB
- South Holland IDB
- Upper Witham IDB
- Witham First IDB
- Witham Third IDB
- Witham Fourth IDB

(b) Electricity (Woldmarsh & Pumping Regime) - Minute 2151(a)(i)

Mr J Fowler noted that he believes there is an emerging trend in electricity prices where the lower night rates are being increased, meaning the night rate is not that much cheaper than the day rate. Mr J Fowler believing that the electricity companies are overcoming the Ofgem price cap by increasing the night rates, noting that careful observation needs to be given to this in any electricity negotiations.

(c) Investments - Minute 2151(a)(ii)

It was noted that the Board's £500,000 invested with Brewin Dolphin is not doing well, currently at £398,962. The Chairperson felt it would be beneficial for the Brewin Dolphin representative to attend the next Executive Committee meeting in December to discuss this. All AGREED.

(d) 2023/24 10 Year Plant Replacement Budget - Minute 2153(b)

The Projects Director informed the committee that the four new Toyota Trucks are due to be delivered in October (three trucks on the 14th October and the fourth on the 24th October). The trade in value of the current Mitsubishi trucks will need to be established.

(e) Cyber Security - Penetration Testing - Minute 2157(b)

The Chief Executive informed the committee that the penetration testing has now been completed, with the following three vulnerabilities identified and corrected as below:

- Port open on the telemetry – was used by Oriol to work on them, a different secure access has now been given to Oriol.
- SSL Certificates were self-signed – cost of £300, now not self-signed.
- User Portal open (used by users to log into firewall to download the software to access the system) – has been shut down.

The Board's network is now as secure as it can be.

(f) Starlink Internet - Minute 2157(c)

The Chief Executive questioned how Mr P Holmes was finding Starlink? Mr P Holmes reported that he is getting on well, hasn't has any issues and it seems stable.

(g) Finance Assistant - Alexandra Emms - Minute 2156

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.

2191 Period 05 Management Accounts - Agenda Item 7

The Chief Executive presented the management accounts.

Firstly, noting a correction on the bottom of the balance sheet, as displayed below:

		Current Interest Rate @ 12/09/2023	Balance	Annual Equivalent Income
Natwest	Drawings Account	N/A	£ (91,219)	
Natwest	Call Account	N/A	£ 10,000	
Natwest	Natwest Reserve Account	1.71%	£ 881,408	£ 15,072
Natwest	35 Day Notice Account	3.25%	£ 1,500,000	£ 48,750
	Petty Cash	N/A	£ 425	
Natwest	Chargecard	N/A	£ (2,797)	
Loughboough BS	12 Month fixed term deposit	5.65%	£ 200,000	£ 11,300
Vernon BS	12 Month fixed term deposit	6.00%	£ 200,000	£ 12,000
			£ 2,697,817	£ 87,122

The Chief Executive highlighted the Loughborough and Vernon Building Society's interest rates of 5.65% and 6%. Also noting 3.25% on the Natwest 35-day notice account, noting that there is another option with Natwest for a 95-day notice account, but it is only attracting 4.25% and so the Chief Executive didn't believe it was worth changing to the longer notice period.

The Chief Executive also noted that BGC have not yet provided an option for investing another £200,000 for twelve months.

Mr M Rollinson questioned how the Board would stand with Government Bonds? Noting that it is 6.2% for 12 months.

The Chief Executive responded that he can ask if the Board can take them out direct. Adding that it is not currently permitted within the Board's Financial Regulations, but that could be considered and reviewed by the Audit & Risk Committee if it were a possibility.

(i) Insurance Renewal

The Chief Executive presented the insurance renewal premium as displayed below (like for like 2022/23 to 2023/24):

	NFU 2022/23 after adjustments in year	NFU 2023/24	Increase in Premium	Premium Increase %
Motor Fleet	£ 16,112.61	£ 15,670.34	-£ 442.27	-2.74%
Commercial Combined	£ 52,310.01	£ 48,053.11	-£ 4,256.90	-8.14%
Excess Liability (Extra £10m Public, £5m Employers)	£ 3,528.00	£ 3,472.00	-£ 56.00	-1.59%
Environmental Liability (cover doubled)	£ 3,808.76	£ 6,050.24	£ 2,241.48	58.85%
Engineering Inspection	£ 9,555.07	£ 9,824.50	£ 269.43	2.82%
Professional Indemnity	£ 3,024.00	£ 3,024.00	£ -	0.00%
Management Liability	£ 2,232.72	£ 2,232.72	£ -	0.00%
TOTAL PREMIUM	£ 90,571.17	£ 88,326.91	-£ 2,244.26	-2.48%
VAT	£ 1,911.01	£ 1,964.90		
	£ 92,482.18	£ 90,291.81		

It was noted that the renewal price has not been received yet for the figures highlighted in yellow.

The committee noted the positive insurance renewal figures.

The Chief Executive also noted the recent insurance inspections carried out by Vulcan, who are being very thorough and detailed. Some immediate concerns have been raised about elements at the pumping stations, which will be prioritised and resolved. The Projects Director added that although it must be safe, it still needs to be operationally feasible.

2192 Direction on 2023/24 Budgets and Ten-Year Estimates - Agenda Item 8

The Chief Executive noted that the Board has not needed to use the extra finance budgeted for electricity and so a large favourable budget is showing. However, how much is needed in the remaining financial year is very much weather dependant, the favourable weather conditions being noted. Currently the Board is in a positive financial position and so hopefully a reasonable increase will only be required, following the large increase last year. The Chief Executive also noted that because the electricity prices have reduced and are now known, the figure the Board are aiming towards (to be able to fund a minimum of two consecutive "Wet" years of electricity from the General Reserve) will be less than what was being aimed for when setting the budgets this time last year.

Mr M Rollinson noted how varied the electricity prices have been.

It was noted that the funding received from the government to help the councils pay the Speical Levies last year was described as a one-off, but is not strictly not possible in the future, now it has been done once.

(a) 2023/24 Capital Schemes Budgets

The Projects Director noted that he has removed some possible Board contributions for catchment studies for next year (£30,000 across Bicker Fen, Dunsby Fen and Ewerby Fen), as it is not known yet what these contributions may be.

It was noted that the draft report for the whole catchment study is expected this week. There may be some catchments where funding will not be achievable for the works and so contributions will be required from either the Board or partners (e.g. ASDA for work at Allan House Pumping Station).

The Projects Director continued that he has added in 2024/25 and 2025/26 a budget of £75,000 for each year for further Natural Flood Management (NFM) studies. In reference to the NFM works, grant funding has been achieved, with the Projects Director of the opinion that gaining more funding would be achievable, the challenge is delivering those works on site, however, they have now started to roll out. Mr M Rollinson noted his concern that a lot of the NFM schemes will be affected by the Lincolnshire Reservoir. The Projects Director noted that many schemes are on a ten-year basis. The Projects Director noted that Lesley Sharpe, who currently fronts the NFM work, is due to retire in 2025, however, she is training her successor.

Mr M Rollinson referenced the desilting of the South Forty Foot Drain (SFFD) and whether there is apprehension from the Environment Agency (EA) to complete these works due to the potential works on the SFFD as a result of the Lincolnshire Reservoir? The Projects Director noted that they are probably conscious of it. It was noted that if it hadn't been desilted, then the consequences and effects of the fluvial event in 2019 would have been a lot greater. The Chairman noted the importance of maintenance of what has already been done.

Mr P Holmes questioned that, now it can be emptied quicker using the nav lock, is it more self-cleansing? The Projects Director responded that there would be no way of identifying that without regular survey data, however, he did note that the highland carriers contribute a lot of silt into the SFFD.

The Projects Director noted that he had previously priced 150 NFM interventions.

Mr M Rollinson noted that it has now been confirmed that NFM work can be double funded alongside Sustainable Farming Incentive (SFI), if the funding is external from the EA and so this may encourage more NFM works.

It was also highlighted that the Board have put in a bid for a peat project (two sites at Bourne Fen), there were 48 bids received and so it has now gone to a formal Defra bid.

(b) 2023/24 Plant Budget

The Projects Director noted the revised estimated trade in values for the Mitsubishi trucks, being replaced by Toyotas, which are due to be received in November.

The Projects Director next referred to the ride-on lawnmower, noting that he has received some indicative quotes to change, which are coming back at around £28,000. The estimated trade in value is a figure generated from a generic formula, a company trade-in value is being awaited for. It was noted that the Pump Engineer has expressed an interest in an electric lawn mower (current mower is diesel), which would be around the same price. It was felt that more needed to be known about how long it would last and the logistics of charging it.

Mr P Holmes questioned if there is any update on the Hooby? The Operations Manager noted that there is no update currently.

Reference was made to the Hitachi and the possibility of pushing back its replacement date, noting that it is in good condition. It was noted that the Hitachi's are more expensive but are more reliable, more cost efficient to run, the repairs are cheaper when needed and it holds its value, also preferred by the workforce. It was noted that Hitachi and Volvo will be looked at when changing the excavators, noting their long-term value.

It was also noted that one of the workforce has raised that his JCB excavator is not stable and the track is lifting off the ground with a long reach arm on. It is therefore booked in to have a trial with an adjustment to the counterweight in October.

2193 To receive the External Auditor's Opinion for 2022/23 - Agenda Item 9

The Chief Executive noted that there was nothing of concern raised by the External Auditors. It also being noted that the Finance and Admin Director compiled it for the first time this year.

2194 To consider committee membership - Agenda Item 10

Audit & Risk Committee (2 vacancies) – It was noted that Cllr M Geaney has expressed her interest in joining the Audit & Risk Committee and it was felt she would be an asset on it. It was also noted that only Cllr M Geaney has expressed an interest in the committee, but that there are two vacancies. It being further noted that Cllr Z Lane had expressed an interest in the Environment Committee but there being no vacancy for her, suggested that she may be interested in joining the Audit & Risk Committee. All AGREED Cllr M Geaney be asked to join the Audit & Risk Committee and the Chairperson of the Audit & Risk Committee to discuss with Cllr Z Lane about her also joining the committee.

Environment Committee (1 vacancy) – It was noted that Cllr C Rylott has expressed her interest in joining the Environment Committee and it was felt she would be an asset on it. Further reference was made to succession planning and whether Mr J Atkinson would be prepared to stand down from the Environment Committee and his son, Mr G Atkinson (co-opted member) fill his vacancy. Likewise, it was suggested that perhaps Mr R Welberry (co-opted member) may wish to stand down from the committee in order for his daughter, Cllr S Welberry (Board Member), to join the committee. All AGREED Cllr C Rylott be asked to join the Environment Committee and for the Chairperson of the Environment committee to discuss with Mr J Atkinson and Mr G Atkinson, and Mr R Welberry and Cllr S Welberry about the possible options regarding the committee outlined above.

Structures Committee (2 vacancies) – It was noted that Cllr D Middleton and Mr M Leggott have expressed their interest in joining the Structures Committee and it was felt that they would be an asset on it. All AGREED Cllr D Middleton and Mr M Leggott be asked to join the Structures Committee.

2195 To review the draft timetable for 2024 meetings - Agenda Item 11

The committee RESOLVED to recommend the below timetable of meeting dates for 2024:

Executive	Tuesday 16 th January 2024	2pm
Board	Tuesday 6 th February 2024	2pm
Environment	Tuesday 27 th February 2024	2pm

Structures	Tuesday 19 th March 2024	2pm
Southern Works	Tuesday 9 th April 2024	-
Audit & Risk	Tuesday 30 th April 2024	2pm
Executive	Tuesday 21 st May 2024	2pm
Board	Tuesday 11 th June 2024	2pm
Northern Works	Tuesday 2 nd July 2024	-
Executive	Tuesday 17 th September 2024	2pm
Joint Works	Tuesday 8 th October 2024	2pm
Audit & Risk	Tuesday 29 th October 2024	2pm
Board	Tuesday 19 th November 2024	2pm
Executive	Tuesday 10 th December 2024	2pm

It was noted that there will be a full Board inspection next year to celebrate the retirement of the Chairperson and Chief Executive. It was suggested that this will be tied into the Board meeting on 11th June 2024.

2196 To consider the Wyberton Towns Drain Realignment - Agenda Item 12

The Projects Director reminded the committee that he has requested an indemnification of the Board's work if they carry it out due to the soil conditions and risk of it failing. Chestnut Homes are not happy to do this or any of the other options that have been suggested. The Project Director's recommendation being that if Chestnut Homes can't agree to an indemnification, then the Board won't complete the works.

The Chairperson agreed with the opinion of the Projects Director, noting his concern for the soil conditions there. Mr J Fowler and Mr P Holmes added their support.

It was noted that it is a Board maintained drain, if the work was carried out by a third party and then failed, the Board would remove anything blocking the conveyance of water but would recover the cost.

The Projects Director noted that he has suggested another option to Chestnut Homes of the Board completing the work but at an enhanced specification including revetment measures (additional £20,000), which, again, Chestnut Homes were not in agreement to.

It was suggested that the Board write to Chestnut Homes to outline the following three options Chestnut Homes have:

1. Works are completed by the Board to a high specification including revetment works.
 2. Works are completed by the Board to a normal specification with an indemnity.
 3. Works are completed by a third party adhering to the Board's specification.
- All AGREED.

2197 To consider the current access to Great Hale Pumping Station - Agenda Item 13

The Capital Projects Director informed the committee that the Board require access across private land (132 metres) in order to access Great Hale Pumping Station. It was previously agreed by the Board in 2021 that an annual contribution of £150 would be made to the landowner for this. This year, an invoice was received from the landowner for an increased amount of £170. The landowner felt that the increase was justified given the increase in drainage rates in April 2023.

The Capital Projects Director noted that he has considered this, but also considered other private roadways which are used to access pumping stations.

Mr P Holmes suggested that it is increased now to the £170 and fixed at that for five years.

The Chairperson felt the landowner should get £150, as previously agreed, this year, and increase it for the following five years.

Cllr P Bedford was of the opinion that it should remain at £150.

Mr J Fowler suggested an alternative of payment in gravel.

It was noted that there is a caveat on his deeds, that he hasn't presented himself in a negotiable manner and so ALL AGREED that the Board's contribution to therefore remain at £150, as agreed by the Board in 2021.

The Projects Director questioned if the Board should be looking at alternative access to the pumping station (field access)? It was felt that the caveat on the deeds covered the Board's access.

2198 To receive an update on the new organisation structure in practice - Agenda Item 14

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.

2199 Any Other Business - Agenda Item 15

(a) Attendees for the National ADA Conference - 21 November 2023

The following are to attend the National ADA Conference on 21st November 2023:

- Daniel Withnall
- Keith Casswell
- Paul Nicholson
- Cllr Peter Bedford (provisionally)

Mr P Holmes noted that he will attend if anybody listed above can't make it.

(b) Retirement Lunch for Ian Warsap (Chief Executive)

It was confirmed that the Executive Committee, Chief Executive and Projects Director are to join Ian for lunch at the Black Bull, Donington on 12th October to mark his retirement from Chief Executive of the Board.

(c) Lincolnshire Reservoir Working Partnership Task & Finish Group

The Chief Executive noted that Ian (South Lincolnshire Water Partnership Consultant) has questioned whether the Board would like him to represent the Board on the Lincolnshire Reservoir Working Partnership Task & Finish Group. It being felt that this group is an extension of the SLWP, all AGREED.

(d) South Forty Foot Water Bank Pilot Study

The Chief Executive explained that Lindsay Hargreaves and David Matthews are promoting the SFF Water Bank Pilot Study, with the aim being to improve and make watercourses bigger so that the water can be stored within them, as opposed to the reservoir.

It was felt that this would require a large amount of surface area and not be practical.

It was suggested that the Projects Director to attend this meeting. Mr M Rollinson noted that if Board Member representation is required, he would be willing to attend.

It was also noted that they have requested the use of the Board Room for the first meeting, which the committee agreed were happy to do.

(e) Joint Works Committee – Attendance of SLWP Consultant

The Chief Executive questioned whether the committee want the South Lincs Water Partnership Consultant (Ian Warsap) to attend the Joint Works Committee on the 3rd October to give an update on the Lincolnshire Reservoir? All AGREED it would be beneficial for Ian to attend and give an update.

(f) Wash Barrier

The Chief Executive noted that ADA have been approached to get involved with the Wash barrier, which ADA have declined and noted to IDBs. The Chief Executive continued that he has discussed this with the Chairperson, it being felt that the Board should distance themselves from it at the moment to as remain neutral.

(g) Crop Loss Claim

The Chief Executive explained that some soil has been put on land within a cradge, which has overspilled, photos were displayed on screen. The landowner is seeking to claim crop loss compensation for the cradge and overspill for two years (too wet to push out so is not going to be able to be cropped for another year).

It was confirmed that when the cradge was built, there was no crop on the land and so, ordinarily, the Board wouldn't pay crop loss compensation.

It was confirmed that once the new surveying equipment has arrived, it will be used to attend the site and measure the area in question, noting that the landowner has provided his own measurements. It also being noted that the crop this year was peas.

Mr P Holmes and Mr M Rollinson felt that if the landowner couldn't crop it for two years, then he should be compensated for the area he couldn't crop, including the overspill.

It was confirmed that the Board's crop loss policy is only relevant in cases where a crop has been covered, it doesn't refer to when the land is bare but couldn't be cropped, as it is in this case.

Mr M Rollinson felt that if the Board want to keep a good working relationship with landowners, then they should be compensated for cradges on their land, even if they did not lose a crop.

The Chairperson felt he should only be compensated for the second year, as he was notified of it the first year.

Mr P Holmes noted that he hasn't lost the crop, but has lost potential earnings from peas in that area and will then lose potential earnings from his next crop (wheat) if it is too wet to push out and so felt he should be compensated for two years.

Cllr P Bedford left the meeting.

It was noted that the landowner has varied the cradge width on his measurements, as opposed to taking an average line, which the committee felt was a fair measurement.

Mr M Rollinson suggested that the rate didn't ought to be at crop loss rate as he hasn't actually lost the crop. Mr M Rollinson therefore suggested that the John Nix Farming Book and use the average gross margin on the crops he would have drilled – peas and wheat. Mr M Rollinson suggested using the high figure from the book.

Mr J Fowler suggested another option of paying crop loss for one year and rent the area from him for the second year.

All AGREED to pay for the potential loss of income for each year, calculated using the high average figures stated within the John Nix book, applied to the area of the cradge and overspill (to be measured by the Board), for one crop of peas and one crop of wheat.

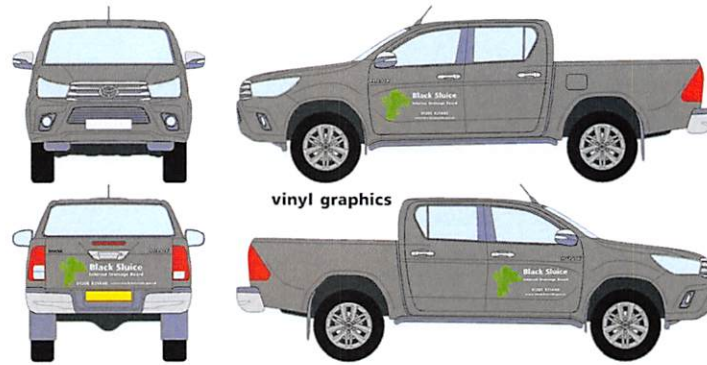
(h) Fens 2100+ Visit - 18 October 2023

The Chief Executive informed the committee that the Fens 2100+ team are visiting the Board on 18th October 2023. The aim of Fens 2100+ is to bring together all the different projects such as the Lower Witham Project, sea banks, Lincolnshire Reservoir etc.

The team are visiting to learn about the role of the IDB and so the visit will include the induction presentation and any other specific topics they might want to discuss. It was noted that the Chairperson and Mr J Fowler will be in attendance.

(i) Vehicle Signage

It was noted that with the new trucks arriving soon, consideration has been given to vehicle signage. Options were displayed on screen. The committee AGREED that the below is the preferred option:



(j) Benches at Langrick Road, Boston

The Chief Executive noted that a Councillor has questioned whether the Board would be willing to fund some benches at Langrick Road, Boston – photos were displayed on screen. The Chief Executive noted that he has explained that the Board would not be able to purchase the benches due to being a local authority. It has since been asked whether the Board would give permission for benches to be put on there funded by others? The committee felt that this should not be supported due to potentially encouraging anti-social behaviour, litter, and a liability for the Board.

(k) Annual Value of rating account 30-3030-5

The committee were reminded of the rating account above and that the landowner is continuing to persist that he does not believe he should be paying the rate of a special building on his chicken sheds when they are not used as chicken sheds.

The Chief Executive noted that he has told the ratepayer that if the equipment is taken down, but stored in the sheds, then the Board would accept that and would no longer be treated as chicken sheds, but whilst the equipment is still in place, they could be used as chicken sheds at any time.

The Chief Executive has also noted the relevant parts of the Land Drainage Act to the ratepayer and told him that he can write and ask the Board to make a formal determination, which he doesn't want to do.

Mr J Fowler noted that by leaving the equipment in place, he is securing his chances of future planning permission.

The option that the ratepayer has put forward is for him to sign something to say he won't use them as chicken sheds, however, this does not change the building. The committee also felt this would set a precedent.

The Chief Executive expressed that he is not sure how to move this forward, as the ratepayer is continually persistent.

All AGREED to formally write to the ratepayer to outline that the equipment (feeders and drinkers) in the chicken sheds need to be dismantled for the special building status to be removed. It was felt it would be beneficial to cc Mr W Ash into the letter.

There being no further business the meeting closed at 16:31.



Black Sluice IDB

2024

	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	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Jan				
Feb				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	Feb			
Mar					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Mar
Apr	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Apr					
May			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	May		
Jun					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Jun
Jul	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Jul				
Aug			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Aug		
Sep					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Sep
Oct		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Oct			
Nov				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Nov	
Dec					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Dec

BLACK SLUICE INTERNAL DRAINAGE BOARD

MINUTES

of the proceedings of a Joint Meeting of the
Northern and Southern Works Committees

held at the Offices of the Board on
3rd October 2023 at 2pm

Northern Works Members

Chairperson - * Mr P Holmes

- | | |
|--------------------|--------------------|
| * Cllr P Bedford | * Mr M Brookes |
| * Mr D Casswell | * Cllr N Drayton |
| Mr J Emerson | * Mr J Fowler |
| * Cllr A Hagues | * Mr M Leggott |
| * Cllr D Middleton | Cllr C Mountain |
| * Mr R Needham | Mr J E Pocklington |
| * Mr P Robinson | Cllr C Rylott |
| * Cllr D Scoot | Cllr H Staples |
| Mr R Welberry | * Cllr S Welberry |

Southern Works Members

Chairperson - * 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 | * Cllr M Geaney |
| * Cllr Z Lane | * Mr A Mair |
| Mr M Mowbray | * Mr M Taylor |
| * Mr C Wray | |

(* Member Present)

In attendance: Mr D Withnall (Chief Executive)
Mr P Nicholson (Projects Director)
Mr S Harrison (Maintenance Director)
Mr K Methley (Pump Engineer)
Mr I Warsap (SLWP Consultant)
Mr G Atkison (Guest)

Mr M Rollinson chaired the meeting.

2200 Recording the meeting – Agenda Item 1

Members were informed that the meeting would be recorded.

2201 Apologies for absence - Agenda Item 2

Apologies for absence were received from Cllr C Rylott, Mr J Pocklington, Mr R Welberry, Mr R Dorrington, Cllr H Staples, Mr M Mowbray.

2202 Declarations of interest - Agenda Item 3

There were no declarations of interest.

2203 Minutes of the last meeting of the Northern Works Committee - Agenda Item 4

The Minutes of the last Meeting of the Northern Works Committee held on 13th April 2023, copies of which had been circulated, were considered by the Northern Works Committee Members and it was AGREED the Minutes should be signed as a true record with the following amendments:

- Minute 2129(d) – ‘...the Board will complete the *flailing* works at 50% cost to the Board and 50% paid by the landowner...’ should be ‘*bushing* works’.
- Minute 2130(a)(iii) – should read ‘...it would mean the Board *wouldn't be* competing against the EA for the same pot of funding ~~and therefore wouldn't be a win-win situation.~~’

2204 Confidential Minutes of the last meeting of the Northern Works Committee - Agenda Item 5

The Confidential Minutes of the last Meeting of the Northern Works Committee held on 13th April 2023, copies of which had been circulated, were considered by the Northern Works Committee Members and it was AGREED the Minutes should be signed as a true record.

2205 Matters arising from the Northern Works Committee Meeting - Agenda Item 6

(a) Residential development works - Heron Park, Wyberton - Minute 2129(e)

The Projects Director outlined the first issue; the proximity of a footpath to a Board Maintained Drain (Lincolnshire County Council will not adopt the footpath because of its proximity to the drain and it not being fit for purpose). The footpath has now had some work done to it but remains in the same place. The Projects Director will therefore be back in touch with Chestnut Homes about this.

The Projects Director next outlined the next issue; the gates that have been erected by Longhurst Housing Association are not wide enough for the Board's machine to pass through.

Cllr D Middleton (BBC Chairperson of the Planning Committee) noted that there is a new development going along there, questioning if the Board have been approached by Boston Borough Council about it? Noting that he is interested in the Board's 9 metre byelaw rule.

The Projects Director noted that within the Chestnut Homes development, there are issues with the 9 metre byelaw – they have left a 9 metre margin, but have developed it with driveways, block paving etc. The Projects Director explained that because of this, the Board has had to come to an arrangement with the Longhurst Housing Group with them providing protective matting to be laid for the Board's vehicles to run over and a commuted sum to cover the cost of using the matting over the next 20 years.

It was confirmed that the Board are initially consulted at the planning application stage, but then changes are made between that stage and the construction stage which the Board are not involved with.

It was also noted that this has been brought to the attention of the Association of Drainage Authorities (ADA), as this is an issue experienced by all IDBs.

The Chief Executive further added that the Board's current position is to not relax the 9-metre byelaw at all.

Mr P Holmes noted the difficulty with the Board only having retrospective involvement and not being involved in the whole process.

Mr K Casswell also noted the concern that the new homeowners are probably not made aware of the Board's work when purchasing the house and so won't be aware of it until the Board's machinery is on site.

Cllr D Middleton noted that he is interested in these issues and doesn't like new homeowners to encounter these problems.

(b) Proposed piping of Drain 6/29 - Green Core, Marsh Lane - Minute 2129(f)

The Projects Director noted that Green Core have a new Site Manager, who is proving difficult to get hold of to provide clarification of the works required.

(c) Q1 Development - Wyberton Town Drains - Minute 2129(g)

The Projects Director reminded the committee of the circumstances – part of the proposal for this development was to realign the drain to gift some of the land to the adjacent playing fields.

The Projects Director has been in contact with Chestnut Homes to discuss this, the concern of the Board being that the drain will slip due to ground conditions, and offered two options as below:

- Works are completed by the Board to a high specification including revetment works.
- Works are completed by the Board to a normal specification with an indemnity.

Chestnut Homes were not agreeable to either of the above options and so this was discussed further by the Executive Committee on the 14th September. They agreed to write to Chestnut Homes to highlight that the Board can only offer the above two options, and a third option; works are completed by a third party adhering to the Board's specification. Currently, no response has been received.

(d) Information on site inspection at Trinity College, Damford, Ewerby & South Kyme - Minute 2130(b)

The Projects Director reminded the committee that during the last high water level event, there was water inundation around the above pumping stations.

Through Environment Agency (EA) funding, investigation works were completed, the results of which showed that it was due to issues with the EA's bank. The Board have therefore requested further EA funding to complete works to rectify the issue. The EA are not forthcoming with this funding and have taken a blasé attitude towards it.

It was noted that the Projects Director and Chief Executive will be seeing Morgan Wray (EA Area Manager) next week, where they will raise this matter. Mr I Warsap encouraged them to remind Morgan Wray that the issue is with the EA's bank and not the Board's pumping station(s).

(e) Cattle at Swineshead Pumping Station - Minute 2133(a)

The Projects Director reminded the committee that the bank that is adjacent to Swineshead Pumping Station is grazed with cattle. The crossing point to the rear of the pumping station has cattle going across it from one bank to another. The cattle are leaving a mess and is a health and safety hazard.

There are already gates on site, the EA have no issue with them being closed and the landowner has also been contacted. There are also a set of kissing gates so that public access for the footpath is maintained.

2206 Minutes of the last meeting of the Southern Works Committee - Agenda Item 7

The Minutes of the last Meeting of the Southern Works Committee held on 4th July 2023, copies of which had been circulated, were considered by the Southern Works Committee Members and it was AGREED the Minutes should be signed as a true record.

2207 Confidential Minutes of the last meeting of the Southern Works Committee – Agenda Item 8

The Confidential Minutes of the last Meeting of the Southern Works Committee held on 4th July 2023, copies of which had been circulated, were considered by the Southern Works Committee Members and it was AGREED the Minutes should be signed as a true record with the following amendment:

- Minute 2182 – Spelling error – 'Casby' should be 'Keisby'.

2208 Matters arising from the Southern Works Committee Meeting - Agenda Item 9

There were no matters arising from the Southern Works Committee meeting minutes.

2209 To receive a report on Engineering Works for 2023 - Agenda Item 10

Maintenance

The Maintenance Director gave the following updates.

(a) Annual Summer Flail Mowing / Cutting

The summer flailing commenced 1st August and cutting commenced 4th August.

The 67km of high-profile watercourse assets are being monitored and will require a second cut this year.

The SKDC Hand Roding contract works remain the same as previously and are all completed.

This year, the Board have lost the Lincolnshire Housing Partnership's hand roding contract (been kept in house). The programme has been filled with ad-hoc SKDC works.

The Maintenance Director also noted the issues that have been experienced with the Twigas. At the end of last week, only one of the Twigas was serviceable. One had an issue with lift pumps and the other had an issue with a hydraulic hose (which can only be sourced from Italy). This has currently been overcome by fitting an additional part. The total bill for repairs for the three Twigas so far this season is c£20,000 (on top of budgeted maintenance costs). At the time of the meeting, two of the Twigas were serviceable, with a hope that the third would be by the end of the day.

It was noted that the oldest of the three (2015) is the one that has the least number of mechanical problems.

It was further confirmed that the new flail machine, Hooby, that has been ordered is expected April 2024 onwards.

Mr K Casswell questioned whether the Board should consider selling the most unreliable of the Twigas, as opposed to the oldest, when it is changed? The Projects Director noted that it is definitely something to consider.

Mr I Warsap noted that for how far through the programme the Board is, they have not had to expend a lot of crop loss compensation (£305.48). The Maintenance Director noted that the programme has worked well, starting earlier, in terms of avoiding standing crops. It was also noted, for the benefit of new appointed members, that the Board is one of the only Board's locally that pays crop loss compensation.

The Projects Director noted that perhaps some of the 67km of high-profile watercourses could be done earlier to give a bit more flexibility within the cutting programme around weather conditions.

(b) Prior Notice Given for Summer Cutting

The Works Supervisor continues to contact as many landowners as possible prior to entry on to land, which works well.

(c) Summer Crop Loss / Damage Compensation

It was noted that the maps included within the agenda, and displayed on screen, are the maps now being uploaded to the website, which were felt to be more beneficial than the previous interactive map.

(d) Winter Crop and Land Loss Compensation

The Board's written intention of improvement cleansing works will be issued to landowners in October 2023 for the works to be undertaken throughout December 2023 to April 2024.

(e) Proposed Desilting, Bushing and Cleansing Works

The total length of proposed watercourse for 2023/24 is 37km, shown on the map within the agenda and displayed on screen. This incorporates some that couldn't be done last year, one of which being Damford Pump.

It was also noted that a new approach is being taken towards identifying and prioritising watercourses for desilting, as the new Site Engineer has now taken receipt of some new GPS surveying equipment which will be used for drain surveys to inform prioritisation of desilting.

Projects

The Projects Director gave the following updates.

Capital Asset Improvements – 2023/24 Flood and Coastal Erosion Risk Management Grant in Aid (FCERM GiA) Schemes

(f) North Forty Foot cleansing / revetment & Langrick Road pipeline, lining / replacement works

These works are now completed.

Part of this scheme involved the construction of a silt lagoon (cutter suction dredger used to desilt from Cooks Lock Pumping Station to Rosebery Avenue). The landowner of the land used for the silt lagoon was not satisfied with the condition of the drain following the desilting process and so it was agreed that the Board would rectify this to ensure the drain was in the same condition it was prior to the works. Machine access was required in order to complete this work and so some vegetation and trees required clearing for this, completed by a contractor.

Photos were displayed on screen showing the tree line prior to the works and the tree line following the works. The property owner adjacent had been notified by the landowner and the Board about these works prior to them taking place.

Following the works, another tree has fallen. Photos were displayed on screen, showing the tree still standing at the completion of the works compared to it since having fallen. The property owner has contacted the Board seeking to recover their costs in relation to the damage to their fence line. It has been passed to the Board's insurers. The view of the insurer's is that because the tree is on their property, it will be their responsibility to get an arborist to assess whether the works done by the Board's contractor have attributed to the tree falling.

It was noted that a lot of the vegetation providing cover for the tree was removed and there have been high winds lately which could have attributed to the tree falling, however, the property owners were away at the time the tree fell.

Mr M Leggott questioned the total cost to the Board for these works? It was confirmed it was £1980, of which the Board paid 50%.

(g) Sempringham Fen Pumping Station refurbishment

Funding has been achieved to install a new weedscreen cleaner at Sempringham Fen Pumping Station. The Board have created a new access to the pumping station, using Environment Agency (EA) funding (their land). All the civils works are now completed, and an additional amount of funding has been agreed due to increase in costs and materials. The weedscreen is expected for delivery in December and the Board will use a dam in the drain to block the watercourse for installation.

(h) Allan House Pumping Station outfall repair

The Projects Director reminded the committee that Allan House Pumping Station was re-sited (1997/98) when ASDA was built. Since the re-siting, it is not known where the outfall pipe runs from the pumping station to the main river, and it has no inspection chambers. It was further noted that the pipe is an old Anglian Water main.

The last section of outfall into the main river (c12 metres long) falls through gravity from the chamber on the top of the bank. The EA notified the Board that the bank was failing and questioned whether the pipe was failing, which there was no evidence of, although, there is a misplaced joint. It is expected that funding for this scheme would come from FCERM GiA subject to an approved Business Case to replace the pipe, with the challenge being to get the work completed this year. One quotation has been received at c£134,000 and another contractor has been to site and is producing a quotation. It was felt this was a high quote.

It is also believed that funding will be achievable to install access chambers along the 330 metres of pipe (every 50-60 metres) and to refurbish the site (potentially new pumps, control panels etc.).

Mr P Robinson questioned if the pipe goes underneath any properties. It was confirmed that it runs between properties, not underneath.

Mr V Barker questioned whether the Board are going to need permission from ASDA to go on their land and carry out this work? The Projects Director noted that ASDA haven't been approached as of yet, but it may form part of the business case to approach ASDA to make a contribution.

(i) Black Sluice Catchment Study

The Projects Director noted a mistake in the Capital Schemes Budget in relation to this scheme, noting that for 2023/24 it should be £200,000.

These works are in progress and have provided another order to start the modelling works to bring individual catchment studies together with the overall aim being to bring all the Board's catchment area into one study to establish the most efficient way for it to work.

The Projects Director noted the age of the Board's pumping stations, and that they were originally funded through scheme work, however, going forward, a lot of the Board's pumping stations are in remote areas and so wouldn't class as having enough 'benefit' to achieve scheme funding (which revolves around people and property).

The Projects Director continued by explaining that the Grant in Aid funding being referred to (claimed by all IDBs and Risk Management Authorities) runs in a six-year programme. It is currently three years into this programme and is now being stated that they are running out of money and, following this financial year, there will be cuts. Therefore, the Board may be forced to rethink how some of these schemes, including this one, move forward.

Mr K Casswell referred to an extra £5 billion that was expected to be added into the funding allocation? The Projects Director noted that this will be part of the conversation that himself and the Chief Executive will have with Morgan Wray next week.

It was noted that it would be beneficial to have schemes ready to go in case more funding is found and ready to be allocated.

(j) South Forty Foot Upper Catchment Natural Flood Management (NFM)

The aim of the NFM works was noted; to reduce the speed that the small tributaries flow at and therefore reduce erosion and siltation from them into the main river.

Mr R Needham noted that the main river needs putting in order in the first instance. The Projects Director acknowledged this, noting that they (EA) believe that slowing the flow is one of the ways in which they can reduce overwhelming the main rivers.

There have been 203 locations identified in the four catchments studied, the challenge being the delivery of these works. The Projects Director noted that he believes the majority of landowners were reluctant to commit to the works because of the uncertainty around Environmental Land Management Schemes (ELMS), but now it is understood, hopefully there will be an increase in uptake. The Chairperson noted the positive thing that double funding is allowed for NFM works; Sustainable Farming Incentive can be claimed on top.

It was noted that Lesley Sharpe, the current Landowner Engagement Consultant, is retiring, but is training an understudy. The Board's Officer's will meet with the understudy and determine whether to continue with them or tender out the work.

Mr P Holmes questioned whether, of those that have been completed, have any been seen working? The Projects Director responded that there is currently no monitoring sites in place, but there is a proposal to attract funding to gather this data.

Photos and videos of some of the completed NFM works were displayed on screen.

(k) Swaton Natural Flood Management (NFM) Schemes

All three sites have been completed now through the Public Sector Cooperation Agreement (PSCA) with the EA. There have been five attenuation ponds put in across the three sites (c£1million).

The delays with two of the sites owned by the Crown Estate were noted.

This is a pilot study for the EA, and they have a Graduate gathering data and monitoring the site.

Mr V Barker referenced the map on screen showing these works and identified the old railway line (south of Grove Farm West), noting that there is a valley there and the railway line has a natural dam effect. Mr V Barker felt this would be an opportune place for another swale.

The Projects Director responded that Swaton was a pilot, but that the EA are looking at it nationally.

2023/24 BSIDB Funded Capital Schemes

(l) Major Slip Repairs

There are a number of slips to repair, which require prioritising. There is no budget allocated in this financial year for this work and so it will be something considered when setting the budget for the next financial year. A map outlining the identified slips was included within the agenda and displayed on screen.

(m) Jetting to Major Pipelines – Estimate £75,000

The purpose of jetting was noted; to clean out the pipe to enable the Board to put a camera in for inspection of the condition of the pipes that are the responsibility of the Board for maintenance.

The Projects Director noted the Wyberton area and that there are a number of long and important pipelines that require inspection.

A contractor is due to start this work next week.

(n) Alternative programme access works - Estimate £20,000

A budget has been allocated to complete bushing works and field access culverts to enable the alternative bank access.

(o) Quadrang North Fen Roadside Revetment - Estimate £24,000

The Projects Director noted that he has meet with Lincolnshire County Council Highways (LCC) to establish that the Board's drain is not contributing to the condition of the road. Part of the works will be to reduce the gradient of the bank.

Mr V Barker noted that further south to this site, there is a culvert that has had a temporary repair by the Highways, noting that the Board need to ensure this doesn't become a permanent repair and suggested it could be done at the same time.

(p) General Culvert replacement contributions - £5,000

There has been one culvert replaced that the Board are willing to contribute towards (£1,000) in South Kyme, displayed on screen. It was noted that the landowner was pleased with the work.

Pumping Station Schemes

(q) Dyke Fen Pumping Station refurbish 1 pump and 1 pump motor – Estimate £25,000

It was noted that the failure of the first pump is believed to be attributable to the same issue with this pump (shaft failure).

(r) Kirton Marsh Pumping Station Electrical Supply Change – Estimate £10,000

Conversations are on going with National Grid to change the location of the incoming supply to a higher level, it being proposed that this is considered for an application for FCERM GiA funding as estimated costs for this work could be £25,000.

(s) Great Hale Pumping Station Refurbishment

The weedscreen has been ordered and is expected next month.

(t) Great Hale Fen Pumping Station under pump inspections – Estimate £10,000

Connecting pump section nuts and bolts were replaced, visual inspections of wet well and intake channel, silt removed.

(u) Trintiy College Pumping Station under pump inspections – Estimate £5,000

Connecting pump section nuts and bolts were replaced, visual inspections of wet well and intake channel, silt removed.

Mr I Warsap noted that the photos displayed on screen really highlight the depth of water under the pumping stations.

2024/25 Defra / EA FCERM GiA Schemes

(v) Natural Flood Management (NFM) Studies - £150,000

A budget of £75,000 has been agreed for 2024/25 and the same agreed for 2025/26.

(w) Wyberton Marsh Pumping Station New transformer - Estimate £50,000

Funding had been achieved to replace the transformer at Gosberton and Dowsby Pumping Station, that gave confidence that funding would be achievable at other pumping stations.

All nine of the transformers have been inspected and all are of a similar age apart from one (Black Hole Drove replaced due to a lightning strike in 2010), a similar age to the pumping stations (mid 1960's).

Consideration has been given to the location of the transformers and whether it would be beneficial to locate them externally rather than internally. At Wyberton Marsh Pumping Station, more land would be required to do this. The Projects Director proposed to continue with this within the business case to be submitted for funding.

However, the Environment Agency's preferred way forward is an LV connection to the site, although the cost difference between this and a transformer can be considerable, the LV connection wouldn't need replacing after a period of time like a transformer would. The Pump Engineer noted that the LV connection may be more favourable in this case.

2024/25 Board Funded Capital Schemes

(x) SFFD Desilting Guthrum to Black Hole Drove PS – Estimate £65,000

It is proposed that the 2500m of Board Maintained section of SFFD is desilted. It is not known yet how this will be done, i.e., excavator or cutter suction dredger.

Mr P Holmes questioned the suitability for a silt lagoon? The Projects Director noted that a lagoon or cradge would be suitable.

Mr V Barker noted the possibility of it going straight into the farmer's field, to spread without any cradges. The Projects Director acknowledged this, also noting that a cradge helps to minimise crop loss.

(y) Jetting to Major Pipelines - £75,000

It is proposed that this work will continue in the Wyberton area.

(z) Graft Drain - £25,000

This work was previously deferred, to be able to use the budget to repair slips. This is proposed for next year, although it may be that this budget is required for repairing slips again.

The £25,000 allocated for this work is to complete CCTV surveys of the longer pipeline lengths to assess their condition.

(aa) Pumping Station Schemes

(i) Ewerby Fen PS Replace Control Panel – Estimate £60,000

The control panel at this station was installed 27 years ago and so is now proposed for replacement.

(ii) Kirton Marsh PS Refurbish Pump and Pump Motor – Estimate £30,000

It is proposed that the pump and motor will be refurbished to coincide with the inspection works.

(iii) Kirton Marsh PS under pump inspections – Estimate £11,000

It was noted that due to the location of this pumping station, a lot of silt will be built up under the station (at least a metre thick).

Pumping Station Maintenance

(bb) At the end of September (Period 05) the budget for maintenance works is £361,056 with the actual expenditure being £229,243 which includes estimated electricity payments.

External Recoverable Works

(cc) Current external recoverable income is £251,664 for rechargeable works compared to £186,427 last year.

Health & Safety

(dd) The Board appointed Cope Safety Management as Health & Safety Consultants for a five-year period in June 2019.

External Partnerships, Strategies & Agreements

(ee) EA/BSIDB Public Sector Cooperation Agreement

The Board maintain c125km on behalf of the Environment Agency (EA) through the Public Sector Cooperation Agreement. It mainly revolves around flail mowing and cutting of their watercourses. With the main rivers, the EA dictate when and how often they are to be cut. The Projects Director also added that the Board complete some bushing and bank reprofiling works on behalf of the EA.

The Projects Director also added that the EA may consider continuing with Rationalising the Main River Network, like they did previously, whereby the Board took on some of their low consequence main rivers with a commuted sum.

Mr V Barker referred to tree flailing, noting that several years ago, plugs were put in to kill the bushes, noting that he doesn't believe it has been done this time? The Projects Director noted that if it hasn't been done it's because the EA didn't ask for that to be done.

2210 Update on the Lincolnshire Reservoir (SLR) - Agenda Item 11

Mr I Warsap gave some brief updates as follows:

Water transfer from origin (Trent) to the Reservoir

Mr I Warsap referred to the transfer of water from the Witham to the reservoir site, noting that all piped routes have been discounted and, currently, the only route being considered is the open channel transfer route that the Board proposed – 'Holland Dyke', noting this is positive for the Board.

The Environment Agency (EA) have questioned why this is the only route being considered and suggested the consideration of new cut routes on the shortest points between the Witham and SFFD (Langrick Bridge to Hubberts Bridge).

Mr I Warsap noted that the Viking Link and Tritton Knoll projects runs along that route and so there would be a conflict.

Pipelines from the Water Treatment Plant (Treated water going downstream)

There will be a pipeline connection from the reservoir to Wilsthorpe and then piped to either Etton or Chesterton. The treated water pipeline from the treatment plant will run south through the Board's catchment on the east side of the spring line villages, Bourne, Morton, Rippingale etc.

Treatment Plant Site

There are three sites being considered, one to the west of the reservoir site and two to the south of the reservoir site (north of the A52). The EA have noted that they don't want any of these sites to conflict with the Natural Flood Management works, which two of the sites do.

Emergency Draw Down Proposals

The reservoir's emergency drawdown discharge is 57m³ per second (every day for ten days). This compares to the Fenlands Reservoir being 38m³ per second and the Board's largest pumping station (Swineshead – all three pumps running) capacity being 6.8m³ per second, making the Lincolnshire Reservoir's discharge being over eight times the capacity of Swineshead Pumping Station. Further being compared to the capacity of all the Board's 68 pumps together being 65m³ per second, meaning the discharge rate for the reservoir is 88% of that.

The reservoir must be able to draw down at this rate in order to be able to empty in an emergency to prevent a catastrophic event.

There are a number of options for the route the water would take in an emergency draw down, which will be confirmed on the 20th November 2023. The main consideration is for no uncontrolled flooding to property. There will be no singular route and it will need to be a combination of elements such as large wetland storage areas within the catchment, upgrading the SFFD with enhanced systems and banks (£86million has been attributed to enhancing the SFFD), the Risegate Eau to the Wash may be used, the SFFD into the River Glen may be used and the SFFD into the River Witham may be used.

The emergency drawdown route from the reservoir to the SFFD will take numerous routes; Swaton Eau, Helpringham South Beck and Helpringham Eau.

Mr K Casswell noted the difference in height between the Glen and SFFD and how this would work? Mr I Warsap noted that this is still to be considered, with options such as syphons.

South Lincolnshire Water Partnership (SLWP)

Mr I Warsap noted that he questioned the Fens 2100+ Project Lead (Amy Shaw) whether the project includes front line sea defences, it being concluded that it doesn't. The Future Fens Integrated Adaptation (FFIA), which overarches Fens 2100+, will include sea defences. The Board is also represented on the FFIA.

Mr I Warsap next referred to the SFFD Bank Pilot Scheme, being headed by a subgroup of the SLWP; the Water Farming Reservoir Group. The Projects Director and Mr M Rollinson represent the Board on this group. It is a one-year pilot looking at enhancing and increasing storage capacity of ordinary watercourses in a sub catchment for irrigation and emergency drawn down availability.

Mr I Warsap further added that the Lincolnshire Wildlife Trust have achieved some more funding to complete works at Bourne North Fen next Spring.

Mr I Warsap invited questions.

Mr P Holmes noted that it looks like the problem is emptying the reservoir as opposed to filling the reservoir? Mr I Warsap noted that there is restrictive legislation in place in relation to emptying the reservoir but noted that it will be a combination of elements to overcome the emergency discharge.

Mr I Warsap also noted that there was a team assigned to look at Biodiversity Net Gain and not one of those team members had visited the site.

Mr R Needham questioned if the Holland Dyke route would be deepened, noting the conflict on that route between Tritton Knoll and Viking Link. Mr I Warsap noted that it would be widened more than deepened.

Mr I Warsap noted that the SFFD will not be as it is known today, the land take that will be required to enhance it being noted but also the business opportunities that would arise from it. Mr I Warsap also referred to Burton Waters (Lincoln) which was just a field.

Mr V Barker felt that the solution was to build not one reservoir, but multiple smaller ones. Mr V Barker noted a previously proposed scheme to put a dam in the SFFD with a new connection at Surfleet Fen to the Risegate Eau to the sea. The route was displayed on screen, Mr V Barker feeling it is a plausible route. Mr I Warsap noted that it is being considered, noting that it won't be one single route it will be a combination. Mr V Barker continued by suggesting an exit around the north side of the Black Sluice Pumping Station (Boston) to take more water out of the SFFD. Mr I Warsap acknowledged this, noting that the restriction with that is the tide. Flooding land and compensation for so was also noted. Mr I Warsap further noted that they do have to draw down the reservoir for one day on a set periodic frequency to prove it can be done.

Mr I Warsap noted that at September 2024, Ofwat and Anglian Water will have spent £36.8 million.

Mr C Wray noted that Anglian Water will have more superiority than other utilities such as electricity and railways etc.

2211 Report on Rainfall - Agenda Item 12

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

2212 Any Other Business - Agenda Item 13

(a) Glossary of useful Land Drainage Terms

It was noted that the above document will be circulated.

There being no other business the meeting closed at 16:24.

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
24th October 2023 at 2pm

Members

Chairperson - * Mr M Brookes

* Mr W Ash

* Mr M Leggott

* Cllr M Geaney

* Mr V Barker

* Mr J Fowler

Cllr Z Lane

* Member Present

In attendance: Mr D Withnall (Chief Executive)
Mrs A Chamberlain (Finance & Admin Director)

2213 Recording the Meeting - Agenda Item 1

Members were informed that the meeting would be recorded.

2214 Apologies for absence - Agenda Item 2

Apologies for absence were received from Cllr Z Lane.

The Chairperson welcomed Cllr M Geaney and Mrs A Chamberlain to their first Audit & Risk Committee meeting.

2215 Declarations of Interest - Agenda Item 3

No declarations of interest were received.

2216 Minutes of the last meeting - Agenda Item 4

Minutes of the last meeting held on 25th April 2023, copies of which had been circulated, were considered and it was AGREED that they should be signed as a true record.

2217 Matters arising - Agenda Item 5

(a) Insurance arrangements - Minute 2139

The Chief Executive confirmed that all the recommendations for the insurance cover have been carried out and have been through another renewal on 30th September 2023. The costs of the renewal were displayed on screen, noting that the management liability policy has a minimum premium of £5,000 plus the insurance premium tax.

The Chief Executive added that when the Board insured with Towergate, the management liability was combined with other IDBs and so there wasn't a minimum like there is now with the NFU. There were no other options that the NFU could do through their underwriters, but they are going to look for alternative options for next year's renewal.

Mr J Fowler questioned what management liability covers as opposed to professional indemnity? It was confirmed that management liability includes the following cover:

- Executive Liability and Company Reimbursement (wrongful executive act)
- Corporate Liability (wrongful corporate act)
- Employment Practices Liability (wrongful employment act)
- Fraud Losses (dishonest act)

(b) Policy No. 1: Risk Management Strategy - Minute 2141(b)

Risk 8.1 Risk of loss of telemetry

The Chief Executive reminded the committee that night and day pumping levels had been set up due to the difference in electricity price for day and night to minimise electricity expenditure. However, the difference in the day rate and night rate is now minimal (larger pumping stations 1-2pence difference per kWh, smaller pumping stations 3-4 pence difference per kWh). The decision has therefore been taken, whilst in the current emergency rainfall event, to bring the daytime levels down to the same as the night levels (they were lowered further yesterday in order to 'make room' for further forecast rain). Once out of the emergency situation, the levels will return to usual day time levels but will not return to the day and night regime. Reference was also made to the standing charges and that they are currently high. It is believed that this is to fund upgrades to the system by National Grid.

Risk 8.2 Risk of loss of telephone communications

The Chief Executive noted that the Board's telephones are now ten years old, noting that the phones are not supported by Avaya (provide telephone connection system). There have been issues with the ability to receive incoming calls, which has been overcome for the time being, but will need to look at upgrading the telephone system in the long term. The Chief Executive therefore suggesting that it will be included in next years budget. It was noted that, if necessary, the phones should be replaced earlier than the next financial year to ensure that they are available and working during an emergency (c£2,500 cost).

Risk 8.4 Risk of Network Failure

The Chief Executive informed the committee that some issues with the internal network have been experienced recently and that HBP (IT support contract) are only managing temporary solutions. The Finance and Admin Director is therefore going to chase HBP for a permanent solution. The Chief Executive noted that the switches were only installed last year, and this seems to be the common factor when there are issues as rebooting them resolves the issue temporarily.

This was further discussed at Minute 2221, the review of the risk register.

2218 To receive the Annual Return including External Auditor's Opinion for 2022/2023 - Agenda Item 6

The Annual Return including External Auditor's opinion was presented, it being noted that there were no matters to report from the external audit.

The Chairperson, and committee, expressed their thanks to all the team involved.

2219 To review the following Board's policies - Agenda Item 7

The Chief Executive explained that these are policies that have been identified for review and any changes have been made in red, noting that employee title changes have also been highlighted in red, but that these are only a result of the recent organisational structure change following the retirement of the previous Chief Executive.

(a) Policy No. 3: Financial Regulations

The Finance and Admin Director highlighted the following proposed changes:

- 5.2 - Income - Cheques can now be paid in using the Bankline App and so the policy has been amended to reflect this. The Finance and Admin Director confirmed that the deposit limit is £5,000 for one cheque and £15,000 total per day.

Mr V Barker questioned how many rate payers pay by cheque now? It was estimated that the Board process around 400 cheques annually, but it is a declining figure.

- 9.6 - Treasury Management / Banking Arrangements - The Chief Executive is to review all the Director's credit card statements and the Projects Director (Deputy CEO) will review the Chief Executive's.

The Committee RESOLVED to recommend that the Financial Regulations (No. 03) be approved at the next Board meeting.

(b) Policy No. 4: Procurement Policy

The Chief Executive noted that the Projects Director (Deputy CEO) reviewed this policy and radical changes were anticipated, however, there is only one minor proposed change, as follows:

- 4.4 Items below £500 - Currently the policy refers to 'small incidental purchases' being purchased from the most appropriate local supplier without following the policy. However, it is felt that this is getting abused and so is proposed to change the wording so that only 'unexpected purchases required to complete works on site or emergency repairs' can be purchased from the most local supplier without getting two quotes (if under £500).

Mr M Leggott questioned how it is getting abused? It was confirmed that multiple purchases around the £50-£60 price range were being purchased and using 'small incidental purchase' rather than getting prices from different suppliers.

The Committee RESOLVED to recommend that the Procurement Policy (No. 04) be approved at the next Board meeting.

(c) Policy No. 5: Investment Strategy

The Chief Executive noted the following proposed amendments:

- 1.1 Introduction - Removing the reference to the credit crunch (2008-2009) and the COVID-19 pandemic.
- 1.2 Introduction - Update to reference the Department for Levelling Up, Housing and Communities (formerly Department of Communities and Local Government & Office of the Deputy Prime Minister).
- 3.3 Specified Investments – Change to the Government guarantee from £50,000 to £85,000.

The Committee RESOLVED to recommend that the Investment Strategy (No. 5) be approved at the next Board meeting.

(d) Health and Safety Committee Terms of Reference

The Chief Executive noted that he completed his National Examination Board in Occupational Safety and Health (NEBOSH) qualification earlier in the year, part of which covered the importance of communication and involvement of employees in health and safety. Therefore, following his promotion to Chief Executive, a Health and Safety (H&S) Committee has been formed.

Composition – The Chief Executive noted that he didn't want the committee to be made up of too much management. The committee has meet three times and seems to be working well.

The Chairperson made the suggestion of a Board Member being on the H&S Committee. Mr M Leggott noted that he has been appointed onto Witham 4th IDB's H&S Committee, noting that the composition is very similar. Mr M Leggot noted that he has attended one Witham 4th H&S Committee meeting, noting that there is a mature level of conversation and that they seem pleased to see a Board Member taking an interest in their welfare. Mr M Leggott noting that it shows all inclusivity and how seriously H&S has to be taken.

Cllr M Geaney highlighted her only concern of intimidating other committee members by having a Board Member present. Mr M Leggott noted that from experience on Witham 4th's H&S Committee, it doesn't intimidate them at all. Further noting that the committee members are very much of the opinion of achieving better H&S in a practical way that suits everybody's job role. Mr M Leggott noted that the only current drawback is that as a farmer there are certain times of the year where he could not attend meetings. The Chief Executive noted that the H&S Committee are currently meeting monthly due to the level of work required reviewing the policy, risk assessments, safe systems of work etc. It was felt that having a fixed Board Member would be beneficial for continuity and building a relationship with the committee members.

All AGREED to add a Board Member to the composition of the H&S Committee. It was confirmed that the Board or Nominations Committee should decide on the Board Member. Mr M Leggott declared an interest in joining the H&S Committee.

The Chief Executive added that some suggestions have already been materialised e.g., the suggestion of tourniquets and chainsaw specific first aid kits. By purchasing these and showing that the workforce representatives are being listened to has shown to them that it is being taken seriously and is encouraging good conversation and debate.

Mr M Leggott noted that it seems like the Board are a little behind with health and safety. The Chief Executive responded that that is why steps are being taken to rectify this.

Discussion took place around who should chair the meeting, it being felt that it should be the Chief Executive and that the Chief Executive should always have an involvement.

Role – The role of the committee has been taken from NEBOSH guidance.

Reporting – The H&S Committee will report to the Board through the annual H&S report.

The Committee RESOLVED to recommend that the Health and Safety Committee Terms of Reference be approved at the next Board meeting.

(e) Policy No. 7: Health and Safety

Cope Safety Management (H&S Consultant) previously produced and reviewed this policy, and it has never been to the Board for review before. The newly formed Health and Safety (H&S) Committee have reviewed it and therefore presented it to the Audit & Risk Committee for review today.

The Chief Executive only became aware of this policy when completing his National Examination Board in Occupational Safety and Health (NEBOSH) qualification earlier in the year. It was also noted that the Internal Auditor has previously been asked to look in detail at H&S so as to bring to light the work that is required. It was felt that the Board are now taking steps to improve H&S, which can be highlighted to the Internal Auditor next year.

Some of the elements within the policy were covered by stand alone Board policies. In these cases, the Board's policy has been merged into the relevant section of the H&S Policy, with the proposal of no longer needing the Board stand alone policies, these are:

- Policy No. 21: Control and management of asbestos
- Policy No. 22: Control of noise at work
- Policy No. 23: Display Screen Equipment
- Policy No. 24: First aid and accident reporting
- Policy No. 25: Lone Worker
- Policy No. 36: Manual Handling
- Policy No. 37: Managing Stress
- Policy No. 38: Vibration at work

All AGREED that the above policies should be ceased in light of them now being included in the H&S Policy (No. 7).

The Chief Executive led the committee through the H&S Policy, highlighting the following:

2.3.5 Responsibilities of the Health and Safety Consultant

Mr J Fowler questioned the role of Cope Safety Management going forward? The Chief Executive explained that previously Cope Safety Management have done the Board's health and safety for the Board, continuing that he doesn't wish to continue with this approach and wants the Board to take ownership of health and safety. Cope Safety Management will still be retained and will attend twice a year to complete audits and provide recommendations.

2.3.2 Responsibilities of Managers and Supervisors

The table of responsibilities was highlighted, it being noted that the section references are to be added and that there is currently nothing within the policy relating to two of the responsibilities, H&S Committee and H&S Policy Development, and so a section about each of these will be added.

Mr V Barker noted that there are no responsibilities of Board Members. Mr V Barker referenced a previous time in which he witnessed Board employees on the weedscreen deck not wearing the correct PPE (life jackets, hard hats). He therefore questioned his responsibility as a Board Member observing this? It was felt that the correct route would be for the Board Member to inform the Chief Executive of the infringement / risk. Mr V Barker noted that he feels he has a fair relationship with the employees of the Board and wouldn't like them then to think of him as a 'tell-tale'. Cllr M Geaney questioned how Mr V Barker would feel if somebody died or was injured through such an act and it had been observed and not reported.

It was therefore felt that there should be an added section for responsibilities of the Board / Board Members, ALL AGREED as follows:

- Concerns reported to the Chief Executive
- Provision of resources for health and safety
- Review of Health and Safety Policy

Mr M Leggott referred to the above responsibility of 'the provision of resources', noting that it is not only the initial providing of equipment that is important, but also ensuring that they are replaced / repaired within a sufficient renewal date. The Chief Executive noted that all the Board's equipment is inspected for insurance purposes and so would be brought to attention if not adhering to required renewal dates.

Cllr M Geaney questioned whether it states in the employee's terms and conditions that they must wear the appropriate PPE and the consequences of not doing so? It was confirmed that it is clearly stated within the Employee Code of Conduct and within 3.16 Personal Protective Equipment of this H&S Policy and any breach of this would be classed as misconduct and would therefore dealt with accordingly.

3.1 Asbestos

It was noted that the Grant in Aid Manager (Georgina Nichols) has a report for asbestos in pumping stations that she is going to share with the Chief Executive. She also has previous experience in concrete and can see no sign of aerated concrete on the pumping station plans either.

3.2 Confined Spaces

The H&S Committee had lengthy discussion around confined spaces and there is more work to be done with regard to working under pumping stations behind the weedscreen bars, which, although is not actually classified as a confined space, the system still needs to be looked at as to how to get somebody out and up the bank.

3.3 Construction (Design and Management)

It will be ensured that any work in the future that should be done under CDM is done so.

3.5 Display Screen Equipment (DSE)

It was noted that the display screen equipment assessment is also now in electronic format. All office users have completed their DSE assessment and those that work from home are also required to complete another DSE assessment.

3.6 Electricity

Mr J Fowler noted that overhead wires are also of importance within the farming industry and that his farm has a procedure where every employee must be provided with maps showing all overhead wires and sign for them upon receipt. Mr J Fowler noted that this should also extend to contractors.

Mr M Leggott noted that Witham 4th IDB employees must complete a risk assessment on their tablet before they start any operation. Within completing this risk assessment, it includes all the mapping for overhead wires etc. Mr M Leggott also added that it stops any risk assessments being completed retrospectively, as the tablet provides the date and time stamp.

The Chief Executive responded that the Board are starting with uploading policies, risk assessments etc. to SharePoint. Noting that for a system like Witham 4th IDB's each member of the workforce would require a 10" tablet. The Chief Executive felt the health and safety and associated documents needed developing manually first in the short term, with a long term aim for an electronic system.

The Chief Executive referred specifically back to electricity and that the Board has a safe system of work for working around overhead cables and are also part of the Overhead Cable forum. Further noting that the Board has not had any overhead cable strikes. It being further noted that all the workforce have a map set which includes showing overhead cables.

It was noted that Welland and Deeping IDB do not operate underneath overhead cables at all.

The Chief Executive noted that the Board's workforce measure the height of the wire, call it into the supervisor, set their height limiter and ring to confirm when clear of the wire.

All AGREED to the addition of signing on receipt of map set showing overhead wires for both employees and contractors.

3.7 Fire

It was noted that the fire management plan has not been included in this policy, but instead left separate (Policy No. 35). There is currently only a fire plan for the office / depot and so a plan also needs developing for the pumping stations.

3.8 First Aid and Accident Reporting

It was noted that the flow chart within this section to help decide if an incident needs to be reported is slightly incorrect, with the corrected version shown on screen (the addition of the circumstance of a non-worker being taken directly to the hospital from the incident scene).

3.11 Lifting Operations and Lifting Equipment

It was noted that at the recent insurance inspection, a two-tonne weight was used for the excavator to be signed off for lifting purposes (alarm has to go off before the tracks come off the ground), in addition to excavating purposes.

3.12 Lone Working

The Board continue to use the lone working app, Peoplesafe.

3.13 Manual Handling

Manual Handling training is scheduled for the training day in December 2023.

Mr M Leggott noted that it is a beneficial course, but the ideal is to engineer the manual handling requirement out of the workplace. The Chief Executive acknowledged this, noting that it is the fundamental of health and safety in general to engineer the risk out of any situation, with mitigation through the use of PPE being the last resort.

3.15 Noise

The Chief Executive noted that the Board's Officers are looking to purchase a dosimeter to measure sound level in various circumstances, especially within pumping stations when the pumps are running to determine where ear protection is required.

Mr J Fowler referred to headphones / ear pods and that on his farm, earphones are banned for anybody moving around the yard due to the decrease in hazard perception it causes and the danger around being unaware of moving vehicles etc.

The Chief Executive noted that he has experience of using electronic ear defenders and has suggested them at the health and safety committee meetings, although the employee representatives felt they were not necessary and that normal ear defenders are sufficient.

Mr J Fowler referred to the initial point about the danger of wearing music headphones, suggesting it should perhaps be part of the policy that they are not to be worn in areas of movement. Mr V Barker added that he has a similar policy in which if two or more people are working together, then tractor radios should be switched off so that the person in the cab has communication with the person outside the cab.

It was questioned where this, danger of music headphones, would fit best within the policy? The Chief Executive suggested that it be picked up on each risk assessment as a constant consideration. All AGREED.

3.18 Safety Signs and Signals

The Chairperson highlighted the reference to road traffic signs, questioning if the Board's workforce are trained so they know the correct distances etc. for managing traffic? The Chief Executive responded that some have previously completed Street Works training, however, this has not been maintained due to using external contractors for such works.

3.22 Work equipment

The Chief Executive noted that this will involve input from the H&S Committee about what equipment and plant they would prefer. For example, one of the excavator drivers has noted that he prefers one make of excavator over another. Therefore, things such as this will be considered and reviewed. The Finance and Admin Director is going to complete an exercise looking at the cost over the life span of the machine for the renewal of the next excavator, for example.

3.23 Working Time

It was noted that most of the workforce have voluntarily opted out of the 48-hour week working time limit, in order for them to be able to work extra during emergency events. It was noted that they opt-out by a one-off signatory declaration.

Cllr M Geaney noted that there is no reference to anybody with disabilities throughout this policy. The Chief Executive responded that each of these policies would apply also to somebody with a disability. Further noting that a specific risk assessment would have to be completed for them and also assess whether they could safely carry out the work required of them under the working conditions i.e., long working, with any reasonable adjustments.

Review Period – The Chief Executive suggested that the policy is reviewed annually by the Chief Executive and every three years by the Audit & Risk Committee and therefore Board. All AGREED.

The Committee RESOLVED to recommend that the Health and Safety Policy (No. 7) be approved at the next Board meeting, with the above amendments.

(f) Policy No. 41: Public Sector Co-operation Agreement (PSCA)

The Finance and Admin Director has carried out an exercise to determine if the 10% addition is sufficient to cover the cost of all the work involved and it has been identified that it is, there being no proposed amendments.

The Committee RESOLVED to recommend that the Public Sector Co-operation Agreement (No. 41) be approved at the next Board meeting.

(g) Policy No. 43: Electronic Information & Communication Systems

The Finance and Admin Director highlighted the only proposed change, other than title changes:

- 4.3 Equipment and Passwords – Amendment to reflect that Dual Authentication is now in place (from April 2022) to gain access to the Board's network.

The Committee RESOLVED to recommend that the Electronic Information & Communication Systems (No. 43) be approved at the next Board meeting.

(h) Policy No. 51: Drone Flying (New Draft Policy)

The Chief Executive noted that the previous Chief Executive (Ian Warsap) produced this policy before his retirement. It was noted that it has been suggested to ensure all abbreviations are written in full.

Mr V Barker noted that he has witnessed the Environment Agency (EA) using drones to survey the SFFD and that they have not always been in control of the drone.

Cllr M Geaney referenced the following sentence: '*You should never put people in danger.*' She felt the word '*should*' should be '*must*', likening it to a pilot flying a larger aircraft and that there should be no doubt around it. All AGREED to amend to '*You should take all reasonable steps to not put people in danger.*'

Mr J Fowler noted that the policy is adequate for the weight of drone the Board has, but that if the Board find it useful and wish to upgrade drone, the policy will also require enhancing. The Chief Executive noted that the Board would likely use a specialist for a larger drone.

The Committee RESOLVED to recommend that the Drone Flying Policy (No. 51) be adopted at the next Board meeting.

2220 To receive the catalogue of Board Policies with recommended approval dates – Agenda Item 8

It was explained that those policies highlighted in yellow are to be removed from the catalogue due to now being within the H&S Policy (No.7). Due to the removal of these policies, the other policy review dates have been rescheduled to create a more even distribution in the following meetings. Due to this, some of the policies will exceed their review date (by no more than six months / the next meeting) and so these have been highlighted in red.

Mr M Leggott made reference to Policy No. 39, H&S Wearing of seatbelts in Board Vehicles, and suggested it should be within the H&S policy. The Chief Executive noted that it is not covered by any health and safety legislation which is the basis for the policy. It was therefore AGREED to keep it as a separate policy but remove any reference to H&S in the title and also with any other policies to avoid confusion.

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

2221 To review the Risk Register - Agenda Item 9

The risks with a Risk Score of 6 were reviewed:

- *Risk 1.9 Insufficient finance to carry out works* – It was felt that due to the current rainfall emergency event and extent of pumping required, this should remain at a risk score of 6.

Following previous discussion at Minute 2217(b), the Chief Executive suggested the following changes:

- *Risk 8.2 Loss of telephone communications* – Potential impact of risk to remain at Low, Potential likelihood of risk to increase to Medium, giving a Risk Score of 2.
- *Risk 8.3 Loss of internet connection* – The Chief Executive noted that although the internet connection can sometimes be slow, he doesn't believe there is risk of losing it completely. Further noting the option of Starlink that can be explored and that work has been completed in the village to suggest that fibre could soon be available.
- *Risk 8.4 Network Failure* – Potential impact of risk to remain at High, Potential Likelihood of risk to increase to Medium, giving a Risk Score of 6. Therefore, making it something that the committee and Board will continue to monitor until the risk score can be lowered.

The committee AGREED that the Risk Register be accepted with the above amendments.

There being no further business the meeting closed at 15:35.

Annual Governance and Accountability Return 2022/23 Form 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 Form 3 of the Annual Governance and Accountability Return 2022/23

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 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 2023**.
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 2023**. 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 2023
 - 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 2022/23

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 2023 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 2022/23**, approved and signed, page 4
- **Section 2 - Accounting Statements 2022/23**, approved and signed, page 5

Not later than 30 September 2023 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 Form 3 of the Annual Governance and Accountability Return (AGAR) 2022/23

- 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. Any amendments must be approved by the authority and properly initialled.
- 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 2023.
- 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.
- 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 bank reconciliation is incomplete or variances not **fully** explained then 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 2022) equals the balance brought forward in the current year (Box 1 of 2023).
- 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 2023**.

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 Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?		
	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 been published where required?		
	Has the bank reconciliation as at 31 March 2023 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? NB: 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 or from www.ada.org.uk

Annual Internal Audit Report 2022/23

Black Sluice Internal Drainage Board

www.blacksluiceidb.gov.uk

During the financial year ended 31 March 2023, 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 2022/23 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 2021/22, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")</i>			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	✓		
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

30/01/2023 01/02/2023 07/02/2023

Name of person who carried out the internal audit

CHRISTOPHER R. HARRIS

Signature of person who carried out the internal audit

CR Harris

Date

15/05/2023

*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 2022/23

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 2023, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		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.	✓		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.	✓		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.	✓		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.	✓		considered and documented the financial and other risks it faces and 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.	✓		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.	✓		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.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
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
			✓
			has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*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:

13/06/2023

and recorded as minute reference:

MINUTE REFERENCE
2165

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

Chairman

KC SIGNATURE REQUIRED

Clerk

D. Withnall SIGNATURE REQUIRED

ENTER PUBLIC WEBSITE ADDRESS www.blacksluiceidb.gov.uk WEBSITE ADDRESS

Section 2 – Accounting Statements 2022/23 for

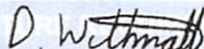
Black Sluice Internal Drainage Board

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward	1,102,456	1,505,144	<i>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.</i>
2. (+) Precept or Rates and Levies	2,204,498	2,325,594	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	1,186,557	983,009	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	1,220,088	1,285,127	<i>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.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	1,768,279	1,786,874	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	1,505,144	1,741,746	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	1,836,774	1,777,330	<i>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.</i>
9. Total fixed assets plus long term investments and assets	6,259,897	6,433,401	<i>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.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				<i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i>
11b. Disclosure note re Trust funds (including charitable)			✓	<i>The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2023 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

10/05/2023

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

13/06/2023

as recorded in minute reference:

MINUTE REFERENCE 2166

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

 SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of **Black Sluice Internal Drainage Board – DB0010**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

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 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2022/23

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 2022/23

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 2023.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature



Date

08/08/2023

Black Sluice Internal Drainage Board

Policy No: 3

Financial Regulations Policy

Review Dates:

Original Issue	16 th 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 Chief Executive is appointed by the Board as the Responsible Financial Officer as required by the Local Government Act 1972, Section 151.
- 2.2 The Chief Executive 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 Chief Executive 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 Directors 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 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 Chief Executive 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 **one of the Finance and Admin Directors** or the Chief Executive 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 and Admin Director 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 Chief Executive.
 - 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., **volume permitting, these may be paid in using the Bankline App.** 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 and Admin Director 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 Chief Executive 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 Projects Director.

6. INSURANCE

- 6.1 The Chief Executive and Directors, in consultation with responsible Officers initiate 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 Chief Executive or any of the Directors 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 Chief Executive 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 and Admin Director shall receive a weekly stock list from the Operations **Manager Supervisor** detailing issues, receipts and balances of stock items.
- 7.2 The Finance and Admin Director will arrange a physical stock take at least twice a year with one coinciding with the financial year end on the 31st March.
- 7.3 The Maintenance Director shall ensure proper and safe custody of all stock.
- 7.4 The Finance and Admin Director shall keep an asset register. This shall record all assets above £5,000 in value. The Finance and Admin Director will carry out at least an annual physical check of assets.
- 7.5 Obsolete Equipment will, on the agreement of the Chief Executive and Capital Projects Director, 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 and Admin Director 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 and Admin Director shall be responsible for the payment of all, salaries, wages and other emoluments to all employees.
- 8.3 The Finance and Admin Director 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 and Admin Director 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 Chairperson of the Board.
- 8.6 Any discretionary payments to employee's over the Overtime limit will be authorised by the Chairperson of the Board.

9. TREASURY MANAGEMENT / BANKING ARRANGEMENTS

- 9.1 The Chief Executive 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, Capital Projects Director, Finance and Admin Director and Maintenance Director.
- 9.6 The Chief Executive and Capital Projects Director may hold a Business Chargecard, with a monthly limit of £5,000 for payment of expenses and Internet orders. The Maintenance Director and Finance & Admin Director may hold a business Chargecard, with a monthly limit of £2,500. Statements are to be certified by the ~~Finance and Admin Director~~ Chief Executive every month. ~~Projects Director~~ Chief Executive to certify the ~~Chief Executive's Finance and Admin Director's~~ statement. It is the bearer's 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 and Admin Director. All petty cash claims are to be recorded on a voucher supported by a receipt and authorised by the Finance and Admin Director or Chief Executive. The maximum amount of petty cash that may be held is £500. The Finance and Admin Director 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;
- Maintain - Maintain the General Reserve at between three and twelve months of net revenue expenditure. (As per JPAG Practitioners Guide)
 - Aim - Aim to be able to fund a minimum of two consecutive "Wet" years of Electricity from the General Reserve.
 - Budget - With the General Reserve at the target level aim for a balanced budget.

11. AUDIT AND ACCOUNTS

- 11.1 The Chief Executive 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 30th 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 and Admin Director to inform the Chief Executive, Chairperson of the Board, and the Board's Auditor without delay.

Black Sluice Internal Drainage Board

Policy No: 4

Procurement Policy

Review Dates:

A&R Reviewed	24 th October 2023
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) Projects Director
 - (c) Maintenance Director
 - (d) Finance & Admin Director
 - (e) Pump Engineer
 - (f) Works Supervisor
 - (g) Fitter
 - (h) Unimog Driver
 - (i) Admin Office (under supervision of Finance & Admin Director)
- 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, Projects Director, Maintenance Director and Finance and Admin Director.
- 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 & Admin Director 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 £20,000
- Between £2,000 and £20,000
- 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 Projects Director to approve expenditure up to a value of £20,000 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 £20,000**

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 Chairperson or the Vice Chairperson of the Board shall authorise the purchase.

4.2 Items between £2,000 and £20,000

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 Chief Executive or Projects Director 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 Chief Executive or Projects Director 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 Projects Director, Maintenance Director or Finance and Admin Director, 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 Chief Executive **or and** Projects Director. 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~~ **unexpected purchases required to complete works on site or emergency repairs** 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, Projects Director, Maintenance Director, and Finance and Admin Director for use in purchasing goods and services for the Board.
- 5.2 Payments made by credit card will be reviewed by the ~~management team~~ **Chief Executive** on a receipt of the card statements. **Projects Director to review the Chief Executive's**. 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 Chief Executive, Projects Director, Maintenance Director and Finance and Admin Director 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 SCAPE ACCESS AGREEMENT FOR THE PUBLIC SECTOR

- 7.1 The Board has signed up to a Scape Access Agreement. The Agreement sets out the rules which govern how the authority may use the framework and details the responsibilities undertaken by Scape and the authority.

Full details of an Access Agreement can be found at Appendix 1 (Scape Access Agreement for the Public Sector Compliance and Guidance Note).

8 SUMMARY

- 8.1 The above policy is not exhaustive and is written as a guide to the appropriate level of authorisation for the level of procurement required.
- 8.2 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.
- 8.3 Staff should look for every opportunity to make bulk purchases with other authorities to achieve additional value for money.
- 8.4 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 Projects Director to be sought before the order is placed.



ACCESS AGREEMENT

FOR THE PUBLIC SECTOR

COMPLIANCE AND GUIDANCE NOTE



FREQUENTLY ASKED QUESTIONS

WHO DELIVERS SCAPE FRAMEWORKS?

Frameworks are available in all areas of England, Scotland, Wales and Northern Ireland. They are all delivered by our delivery partner(s) who are experts in their field and have been awarded their Framework Agreement following a competitive tender. Our delivery partner(s) form strong regional teams to focus on local delivery from within the community.

Learn more about our frameworks: www.scape.co.uk/for-the-public-sector **WHO**

DO WE WORK FOR?

Frameworks are available to every kind of public body. If you are a local authority, school, academy, college, university, blue light service, NHS organisation, armed force or substantially funded by the public purse, you can benefit with Scape.

WHY USE SCAPE?

For over a decade, we have developed and managed highly successful frameworks. By bringing together the strongest delivery teams, Scape achieves measurable time, cost, quality and community benefits on every project. We have shaped an environment of collaboration and innovation, directly supporting our clients' need to achieve the highest possible standards.



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Black Sluice Internal Drainage Board

Policy No: 05

Investment Strategy Policy

Review Dates:

Board Approved	13 June 2023
Due for Review	Within 5 years

1. Introduction

- 1.1 Black Sluice Internal Drainage Board (the Board) acknowledges the importance of prudently investing the temporary surplus funds held on behalf of the local ratepayers. ~~This has acquired even greater importance in the light of the credit crunch during 2008-09 and the COVID-19 pandemic and consideration of the risk involved is a major element to be considered.~~
- 1.2 This strategy complies with the arrangements set out in the Department ~~of Communities and Local Government for Levelling Up, Housing and Communities (formerly Department of Communities and Local Government &~~ Office of the Deputy Prime Minister) Guidance on Local Government Investments 2004 and the Chartered Institute of Public Finance and Accountancy's Treasury Management in Public Services: Code of Practice and Cross Sectoral Guidance Notes and takes account of Section 15 (1)(a) of the Local Government Act 2003.

2. Investment Objectives

- 2.1 In accordance with Section 15 (1)(a) of the Local Government Act 2003, the Board will have regard (a) to such guidance as Government Ministers may issue from time to time and (b) to such other guidance as Government Ministers may by regulations specify.
- 2.2 The Board's investment priorities are the security of reserves and liquidity of its investments.
- 2.3 The Board will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity and be consistent with avoiding any major risks.
- 2.4 All investments will be made in sterling.
- 2.5 The Board recognises borrowing monies to purely invest, or to lend and make a return, from the PWLB or another lender, would not be appropriate and the Board will not engage in such activity.

2.6 Where external investment managers are used, they will be required to comply with this strategy and will have to be authorised and regulated by the Financial Conduct Authority. Where the Board uses Brokers to carry out the transactions on their behalf, they cannot and do not offer investment advice but simply act as an intermediary.

3. Specified Investments

3.1 Specified investments are those offering high security and high liquidity, made in sterling and which must mature within one year. The Board only places deposits with financial institutions which are on the Financial Conduct Authority's approved list of financial institutions. These investments can be used with minimal procedural formalities as currently used by the Board.

3.2 For the prudent management of its surplus balances, maintaining sufficient levels of security and liquidity, the Board will use:

- Deposits with banks, building societies, local authorities or other public authorities
- Deposits in securities which are guaranteed by the Government.

3.3 The limit of any such investment will be restricted to £300,000 with any one particular institution or group, or such other sum as the Board specify from time to time. It should be noted that the Government guarantee of ~~£50,000-£85,000~~ which applies to private investors does not apply to bodies such as the Board.

4. Non Specified Investments

4.1 These investments have greater potential risk and mature after any period longer than 365 days – examples include investment in the money market, stocks and shares or with bodies which do not have a high credit rating.

4.2 Given the unpredictability and uncertainties surrounding such investments, the Board will not use this type of investment without a resolution stating otherwise.

4.2.1 The Board resolved to invest £500,000 with Brewin Dolphin, an investment broker, at their risk level of "3" at the meeting of the Board on 30 May 2018.

5. Liquidity of Investments

5.1 The Chief Executive and the Finance and Admin Director will determine the maximum periods for which funds may prudently be committed so as not to compromise liquidity.

5.2 Investments will be regarded as commencing on the date the commitment to invest is entered into, rather than the date on which the funds are paid over to the relevant body.

6. Long Term Investments

6.1 Long term investments are defined in the Guidance as greater than 36 months.

6.2 The Board does not currently hold any long term investments; neither will it make any such investments.

7. Internal Controls

7.1 The Chief Executive will report on all investments held on a monthly basis as part of the Management Accounts and sent by E-Mail to all members of the Executive Committee. As existing investments mature, the Chief Executive will prepare a current cash flow projection indicating any future suggested investments. This projection will be authorised by both the Chief Executive and the Finance and Admin Director. The current satisfactory practice is for a maturity profile investment projection to be prepared which provides the Board with the option to pull back or invest further according to the cash flow requirements.

7.2 The Chief Executive will then act on this authorisation and proceed with any further investments as agreed. A copy of the confirmation of the investment from the financial institution will be initialled by the Chief Executive.

8. End of Year Investment Report

8.1 The Annual Strategy for the coming financial year will be prepared by the Chief Executive and presented to the Executive Committee meeting in January each year for approval.

8.2 At the end of the financial year, the Chief Executive (as S151 of the Local Government Act 1972 officer) will report on the investment activity to the Board.

9. Review and Amendment of this Strategy

9.1 This Strategy will be reviewed within five years.

9.2 The Board reserves the right to make variations to the Strategy at any time.

9.3 This strategy has been reviewed and agreed with the Board's Internal Auditor.



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HEALTH AND SAFETY COMMITTEE

TERMS OF REFERENCE

APPROVED BY THE BOARD:

1. COMPOSITION

The Committee shall be formed from the following:

- Chief Executive
- Maintenance Director
- Works Supervisor
- Flail Operative
- Excavator Operative
- Ganger
- Board Member
- Projects Director *
- Finance & Admin Director *

* Only required to attend meetings where their area of responsibility is being discussed.

2. ROLE OF THE COMMITTEE

- Monitoring trends in accidents and ill-health so that reports can be made to management on unsafe/unhealthy conditions and practices, together with recommendations for corrective action.
- Examination of safety audit reports.
- Consideration of reports and information provided by inspectors from the enforcing authority.
- Consideration of reports that safety representatives may wish to submit.
- Assistance in the development of works safety rules and safe systems of work.
- Monitoring the effectiveness of the safety content of worker training.
- Monitoring the adequacy of safety and health communication and publicity in the workplace.

3. REPORTING

The committee will report to the Board through an annual report.

Black Sluice Internal Drainage Board

Policy No: 41

Public Sector Co-Operation Agreement Policy

Review Dates:

Review	Audit & Risk Committee 24 October 2023
Board Approved	
Due for Review	

INTRODUCTION

Following a request, the Board will investigate the opportunity of entering into a Public Sector Co-Operation Agreement (PSCA) with other Authorities. To complete relevant works within their normal scope of works on a commercial recharge basis.

PSCA will be agreed using the following options based around the flood risk management functions of the parties made pursuant to section 13 of the Flood and Water Management Act 2010.

1. Rechargeable day works
2. Schedule of rates
3. Fixed price/lump sum (all risk)

POLICY

A PSCA will be prepared and presented for acceptance following a review of the current operational works programme. If there is scope for the PSCA works to be completed without affecting the programme an agreement may be entered into.

Quotations within the options above will be prepared using the current year's job costing rechargeable spreadsheets for labour, plant, stock and other cost items in line with the specific request. The job costing spreadsheet will have an annual review of labour and plant rates by the Finance and Admin Director and a quarterly review of stock rates by the Maintenance Director, other cost items will be included at market rates.

Where a fixed price/lump sum is requested the works will be assessed against a programme of events with the relevant resources identified and included, all event risks should be included. A second opinion (Chief Executive or a Director) will be sourced, and the quotation and programme assessed with any adjustments agreed.

A 10% addition will apply to all quotations to assist in the overhead recover.

PSCA will be forwarded to the clients in letter format for acceptance.

The signed agreement must be returned and orders provided prior to the commencement of any works.

A unique rechargeable cost centre will be raised for each PSCA.

Works will be invoiced to include for VAT as soon as all costs have been realised following the completion of the works.

Black Sluice Internal Drainage Board

Policy No: 43

Policy: Electronic Information and Communication Systems

Review	Audit & Risk Committee 24 th October 2023
Board Approved	
Reviewed	Within 5 years

INTRODUCTION

The Board's electronic communications systems and equipment are intended to promote effective communication and working practices within the Board, and are critical to the success of our business. This policy outlines the standards which the Board requires users of these systems to observe, the circumstances in which the Board will monitor use of these systems and the action we will take in respect of breaches of these standards. The sections below deal mainly with the use (and misuse) of computer equipment, e-mail, internet connection, telephones, and voicemail, but this policy applies equally to use of copiers, scanners, CCTV, and electronic key fobs and cards. Workers are expected to have regard to this policy at all times to protect its electronic communications systems from unauthorised access and harm.

Breach of this policy may be dealt with under the disciplinary procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal.

POLICY

1. LEGISLATIVE FRAMEWORK

The use by workers and monitoring by us of our electronic communications systems is likely to involve the processing of personal data and is therefore regulated by the Data Protection Act 2018 together with the Employment Practices ~~Data Protection~~ Code, issued by the Information Commissioner. We are also required to comply with the Regulation of Investigatory Powers Act 2016, the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000 and the principles of the European Convention on Human Rights incorporated into United Kingdom law by the Human Rights Act 1998.

2. PERSONNEL RESPONSIBLE FOR IMPLEMENTATION OF POLICY

- 2.1 The Board has overall responsibility for this policy. Responsibility for monitoring and reviewing the operation of the policy and any recommendations for change to minimise risks to our operations also lies with the ~~Finance Manager~~ Finance and Admin Director. The ~~Finance Manager~~ Finance and Admin Director will deal with requests for permission or assistance under any provisions of this policy, subject to their primary and priority tasks of maintaining our core systems, and may specify certain standards of equipment or procedures to ensure security and compatibility.

- 2.2 Managers have a specific responsibility to operate within the boundaries of this policy, to facilitate its operation by ensuring that workers understand the standards of behaviour expected of them and to identify and act upon behaviour falling below these standards.
- 2.3 All workers are responsible for the success of this policy and should ensure that they take the time to read and understand it, and to disclose any misuse of the Board's electronic communications systems of which they become aware to the Chief Executive. Questions regarding the content or application of this policy should ~~also~~ be directed to the ~~Finance Manager~~ Finance and Admin Director.

3. WHO IS COVERED BY THE POLICY

This policy covers all individuals at all levels and grades, including senior managers, officers, directors, employees, contractors, trainees, homeworkers, part-time and fixed-term employees, and agency staff (collectively known as workers in this policy), and also third parties who have access to the Board's electronic communication systems.

4. EQUIPMENT SECURITY AND PASSWORDS

- 4.1 Workers are responsible for the security of the equipment allocated to or used by them, and must not allow it to be used by anyone other than in accordance with this policy. If given access to the e-mail system or to the internet, workers are responsible for the security of their terminals and, if leaving a terminal unattended or on leaving the office, should ensure that they lock the computer to prevent unauthorised users accessing the system in their absence. Workers without authorisation should only be allowed to use terminals under supervision. Desktop PCs and cabling for telephones or computer equipment should not be moved or tampered with without first consulting the ~~Finance Manager~~ Finance and Admin Director.
- 4.2 Passwords are unique to each user and must be changed regularly to ensure confidentiality. Passwords must be kept confidential and must not be made available to anyone else unless authorised by the ~~Finance Manager~~ Finance and Admin Director. For the avoidance of doubt, on the termination of employment (for any reason) workers must provide details of their passwords to the Board.
- 4.3 ~~Access to the Board's network is to be by utilising Dual Authentication as soon as it is enabled in April 2022. As of April 2022, access to the Board's network is to be by utilising Dual Authentication.~~
- 4.4 Workers who have been issued with a laptop, tablet or mobile phone must ensure that it is kept secure at all times, especially when travelling. Passwords or biometrics must be used to secure access to data kept on such equipment to ensure that confidential data is protected in the event that the machine is lost or stolen. Workers should also observe basic safety rules when using such equipment, such as not using or displaying it obviously in isolated or dangerous areas. Workers should not use equipment on public transport or in other public areas where documents can be read by third parties.

5. SYSTEMS AND DATA SECURITY

- 5.1 Workers should not delete, destroy or modify existing systems, programs, information or data which could have the effect of harming our business or exposing it to risk.

- 5.2 Workers should not download or install software from external sources without authorisation from the **Finance Manager Finance and Admin Director**. This includes programs, instant messaging programs, screensavers, photos, video clips and music files. Files and data should always be virus-checked before they are downloaded. If in doubt, workers should seek advice from the **Finance Manager Finance and Admin Director**.
- 5.3 No device or equipment should be attached to our systems without the prior approval of the **Finance Manager Finance and Admin Director**. This includes any USB flash drive, MP3 or similar device, PDA or telephone. It also includes use of the USB port, infra-red connection port or any other port.
- 5.4 We monitor all e-mails passing through our system for viruses. Workers should exercise caution when opening e-mails from unknown external sources or where, for any reason, an e-mail appears suspicious (for example, if its name ends in .exe or .zip). The **Finance Manager Finance and Admin Director** should be informed immediately if a suspected virus is received. We reserve the right to block access to attachments to e-mails for the purpose of effective use of the system and for compliance with this policy. We also reserve the right not to transmit any e-mail message.
- 5.5 Workers should not attempt to gain access to restricted areas of the network, or to any password-protected information, unless specifically authorised.
- 5.6 Workers using laptops or wi-fi enabled equipment must be particularly vigilant about its use outside the office and take any precautions required by the **Finance Manager Finance and Admin Director** from time to time against importing viruses or compromising the security of the system. The system contains information which is confidential to the Board's business and/or which is subject to data protection legislation. Such information must be treated with extreme care.

6. E-MAIL ETIQUETTE AND CONTENT

- 6.1 E-mail is a vital business tool but an informal means of communication and should be used with great care and discipline. Workers should always consider if e-mail is the appropriate medium for a particular communication. Messages sent on the e-mail system should be written as professionally as a letter. Messages should be concise and directed only to relevant individuals.
- 6.2 Workers should ensure that they access their e-mails at least once every working day, stay in touch by remote access when travelling and use an out of office response when away from the office for more than a day. Workers should not expect colleagues to read or reply to e-mails sent or received out of office working hours.
- 6.3 Workers should not send abusive, obscene, discriminatory, racist, harassing, derogatory or defamatory messages. If such messages are received, they should not be forwarded and should be reported to the **Finance Manager Finance and Admin Director**. If a recipient asks you to stop sending them personal messages, then always stop immediately. Where appropriate, the sender of the e-mail should be referred to this policy and asked to stop sending such material. If you feel that you have been harassed or bullied, or are offended by material sent to you by a colleague via e-mail, you should inform the **Finance Manager Finance and Admin Director** who will usually seek to resolve the matter informally.

- 6.4 Workers should take care with the content of e-mail messages, as incorrect or improper statements can give rise to personal or Board liability in the same way as the contents of letters. For example, in connection with claims of discrimination, harassment, defamation, breach of confidentiality or breach of contract. Workers should assume that e-mail messages may be read by others and not include in them anything which would offend or embarrass any reader, or themselves, if it found its way into the public domain.
- 6.5 E-mail messages may be disclosed in legal proceedings in the same way as paper documents. Deletion from a user's inbox or archives does not mean that an e-mail is obliterated and all e-mail messages should be treated as potentially retrievable, either from the main server or using specialist software.
- 6.6 In general, workers should not:
- (a) send or forward private e-mails at work which they would not want a third party to read;
 - (b) send or forward chain mail, junk mail, cartoons, jokes or gossip either within or outside the Board;
 - (c) contribute to system congestion by sending trivial messages or unnecessarily copying or forwarding e-mails to those who do not have a real need to receive them;
 - (d) sell or advertise using the systems or broadcast messages about lost property, sponsorship or charitable appeals;
 - (e) agree to terms, enter into contractual commitments or make representations by e-mail unless appropriate authority has been obtained. A name typed at the end of an e-mail is a signature in the same way as a name written in ink at the end of a letter;
 - (f) download or e-mail text, music and other content on the internet subject to copyright protection, unless it is clear that the owner of such works allows this;
 - (g) send messages from another worker's computer or under an assumed name unless specifically authorised;
 - (h) send confidential messages via e-mail or the internet, or by other means of external communication which are known not to be secure.
- 6.7 Workers who receive an e-mail which has been wrongly delivered should return it to the sender of the message. If the e-mail contains confidential information or inappropriate material (as described above) it should not be disclosed or used in any way.

7. USE OF THE WEB

- 7.1 When a website is visited, devices such as cookies, tags or web beacons may be employed to enable the site owner to identify and monitor visitors. If the website is of a kind described in paragraph 8.2, such a marker could be a source of embarrassment to the Board, especially if a worker has accessed, downloaded, stored or forwarded inappropriate material from the website.

Workers may even be committing a criminal offence if, for example, the material is pornographic in nature (see section on Inappropriate Use of Equipment and Systems at paragraph 10).

- 7.2 Workers should not therefore access from the Board's system any web page or any files (whether documents, images or other) downloaded from the web which, on the widest meaning of those terms, could be regarded as illegal, offensive, in bad taste or immoral. While content may be legal in the UK, it may be in sufficient bad taste to fall within this prohibition. As a general rule, if any person within the Board (whether intended to view the page or not) might be offended by the contents of a page, or if the fact that the Board's software has accessed the page or file might be a source of embarrassment if made public, then viewing it will be a breach of this policy.
- 7.3 Workers should not under any circumstances use our systems to participate in any internet chat room, post messages on any internet message board or set up or log text or information on a blog, even in their own time.
- 7.4 Remember also that text, music and other content on the internet are copyright works. Workers should not download or e-mail such content to others unless certain that the owner of such works allows this.

8. PERSONAL USE OF SYSTEMS

- 8.1 The Board permits the incidental use of its internet, e-mail and telephone systems to send personal e-mail, browse the web and make personal telephone calls subject to certain conditions set out below. Our policy on personal use is a privilege and not a right. The policy is dependent upon it not being abused or overused and we reserve the right to withdraw our permission or amend the scope of this policy at any time.
- 8.2 The following conditions must be met for personal use to continue:
 - (a) use must be minimal and take place substantially out of normal working hours (that is, during a worker's usual lunch **hour break**, before 7 am or after **5:15 4** pm);
 - (b) use must not interfere with business or office commitments;
 - (c) use must not commit the Board to any marginal costs; and
 - (d) use must comply with the Board's policies and procedures.
- 8.3 Workers should be aware that any personal use of the systems may also be monitored (see paragraph 9) and, where breaches of this policy are found, action may be taken under the disciplinary procedure (Paragraph 10). The Board reserves the right to restrict or prevent access to certain telephone numbers or internet sites if it considers that personal use is excessive.

9. MONITORING OF USE OF SYSTEMS

- 9.1 The Board's systems provide the capability to monitor telephone, email, voicemail, web and other communications traffic. Monitoring will only be carried out to the extent permitted or required by law and as necessary and justifiable for business purposes.

- 9.2 The Board reserves the right to monitor and keep records of use of the Board's IT system and email and internet access for a number of reasons relevant to its business including but not limited to:
- (a) ensuring compliance with this policy;
 - (b) training and monitoring standards of service;
 - (c) ascertaining whether internal or external communications are relevant to the Board's business;
 - (d) preventing, investigating or detecting unauthorised use of the Board's IT system or criminal activities; and
 - (e) maintaining the effective operation of the Board's IT system.
- 9.3 The Board has a legitimate interest in protecting its business reputation and communication systems, limiting its exposure to legal liability and ensuring that workers conduct themselves and perform their work to the level expected of them.

10. INAPPROPRIATE USE OF EQUIPMENT AND SYSTEMS

- 10.1 Access is granted to the web, telephones and to other electronic systems, for legitimate business purposes only. Incidental personal use is permissible provided it is in full compliance with the Board's rules, policies and procedures. See paragraph 8 on Personal Use of Systems.
- 10.2 Misuse or abuse of our telephone or e-mail system or inappropriate use of the internet in breach of this policy will be dealt with in accordance with our disciplinary procedure. Misuse of the internet can, in certain circumstances, constitute a criminal offence. In particular, misuse of the e-mail system or inappropriate use of the internet by viewing, accessing, transmitting or downloading any of the following material, or using any of the following facilities, will amount to gross misconduct (this list is not exhaustive):
- (a) pornographic material (that is, writings, pictures, films, video clips of a sexually explicit nature); or
 - (b) offensive, obscene, or criminal material or material which is liable to cause embarrassment to the Board or to its clients; or
 - (c) a false and defamatory statement about any person or organisation; or
 - (d) material which is discriminatory, offensive, derogatory or may cause embarrassment to others; or
 - (e) confidential information about the Board and any of its staff or clients; or
 - (f) any other statement which is likely to create any liability (whether criminal or civil, and whether for you or the Board); or
 - (g) material in breach of copyright; or
 - (h) online gambling; or

(i) chain letters.

Any such action will be treated very seriously and is likely to result in summary dismissal.

Where evidence of misuse is found we may undertake a more detailed investigation in accordance with our disciplinary procedure, involving the examination and disclosure of monitoring records to those nominated to undertake the investigation and any witnesses or managers involved in the disciplinary procedure. If necessary, such information may be handed to the police in connection with a criminal investigation.

Black Sluice Internal Drainage Board

Policy No: 51

Drone Flying Policy

Review Dates:

Original Issue	
Board Approved	

1. Black Sluice IDB will provide a Drone of less than 250g with a camera to be flown by approved employees for business use whilst undertaking surveys.
2. The Model Aircraft Code should be followed to make sure you always fly safely and legally.
3. Always make sure the drone is maintained and kept in an airworthy condition, comply with any local authority byelaws and undertake specific operational risk assessments (SORA).
4. You must pass the Civil Aviation Authority's (CAA) official online theory test to get a flyer and operator ID.
5. Employees may not use a Board drone for personal use.
6. The basis rules to follow whilst flying a Board drone are: -
 - You should take all reasonable steps to not put people in danger.
 - Always keep the drone in direct sight and make sure you have a full view of the surrounding area.
 - If you are flying by watching a live video to a device, this is known as first-person view (FPV). If you are flying by FPV you must have an observer with you complying with the Model Aircraft Code.
 - You must fly below 120m.
 - Never fly over people that are crowded together.
 - Never fly within a flight restriction zone (FRZ). You can find details of FRZs and other airspace restrictions in NATS' [map of airspace restrictions](#).
 - If you're out flying at or near to an emergency incident when it happens, you must safely and immediately stop flying unless the emergency services give you permission to continue.
 - Do not fly where you'll disturb or endanger animals and wildlife.
 - Always be ready to respond in the safest way possible if other aircraft appear where you're flying.
 - NOTAMs (Notice to Aviation) NOTAMs are official notices that tell people about activities that may be a hazard to flying. For example, a balloon show. Many drone apps include details of NOTAMs. You can also find NOTAMs at the [NATS drone website](#).
 - Always be ready to land your drone or model aircraft or reduce your flying height and wait until it is safe to fly again.
 - You must respect other people's privacy whenever you are using a drone.
 - Make sure you can be clearly seen when you're out flying.
7. As a Board device all video footage and photographs are subject to monitoring. All data recorded should be saved on the Network Z drive.

**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	Low	3		
	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	Unplanned loss of senior staff	Medium	Medium	4		
	1.9	Insufficient finance to carry out works	High	Medium	6		
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss of biodiversity.	1.10	Reduction in staff performance	Medium	Low	2		
	1.11	Insufficient staff resources	Medium	Low	2		Review
To provide a 24 hour/365 day emergency response for the community	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 safe and fulfilling working environment for staff.	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 maintain financial records that are correct and comply with all recommended accounting practice.	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 ensure that all actions taken by the Board comply with all current UK and EU legislation	5.1	Loss of cash	Low	Low	1	None	
	5.2	Loss of money invested in building societies, banks and managed funds	High	Low	3	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		
A cost efficient IDB that provides a Value for Money service.	6.1	Board Members in making decisions	Low	Low	1		
	6.2	Not complying with all employment regulations and laws	Medium	Low	2		
Information Technology and Communications	7.1	Collecting insufficient income to fund expenditure	Low	Low	1		Accounts
	7.2	IDB abolished or taken over	Low	Low	1		
	8.1	Loss of telemetry	Medium	Low	2		Maintenance
	8.2	Loss of telephone Communications	Low	Medium	2		
	8.3	Loss of Internet Connection	Medium	Low	2		
	8.4	Network Failure	High	Medium	6		
	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 - 22 NOVEMBER 2023

AGENDA ITEM 09(a)

PERIOD 07 MANAGEMENT ACCOUNTS

Income

- Drainage Rates - £22,942.86 outstanding (1.58%)
 - 24 summonses submitted to court for signature.
- Brewin Dolphin Income is still behind YTD and was slightly behind on the budget in the period.
 - It is predicting an annual income of £14,849.11.
 - £69,951.95 received so far + value of fund £387,077.68 = £457,029.63.
- Bank Interest considerably up on budgeted figures due to the two recent investments, new expected figures within the Forecast to be sent out this week.
- Rechargeable Income is still doing better than budgeted YTD but was down in the period.
 - £129,719 up YTD but £8,270 down in the period.
- Solar income £4,252 more than budget YTD
- Overall Income is now £320,814 greater than budget, which has improved from £280,751 in Period 6.

Expenditure

- Schemes are showing an underspend because most of the budgeted works have not yet been completed, the Forecast has been rephased to show the expected expenditure for the rest of the year.
- Pumping Station Maintenance is currently showing £137,946 YTD favourable; however, expenditure was £18,337 more than expected in Period 7. Budget for electric YTD is £335,831, spend for electric YTD is £158,693, so without the Budget for electric, Pumping Station Maintenance would be £39,192 overspent (this figure was £30,073 in Period 06).
- Drain Maintenance is now £4,545 underspent, and it was £8,281 underspent for the Period.
 - Summer Cutting = £35,841 underspent YTD
 - Desilting = £49,770 overspent YTD
 - Bushing = £2,347 overspent YTD
 - Culvert Surveying = £11,849 underspent YTD
 - Jetting = £8,971 underspent YTD
 - More detail on this in the Forecast.
- Admin & Establishment is now £1,391 underspent for YTD.
 - New Office is £8,267 overspent YTD due to the offices moves in Period 5, shown in the Forecast.
 - Depot now £545 overspent YTD.
 - Hessele Drive Bungalow will be at least £3,395 overspent for the year due to the kitchen refurbishment.
 - More detail on these also in the Forecast.

Balance Sheet

- Plant Account is continuing to recover but it is still down with a £157,639 surplus compared to £190,807 at this point last year.
- Wages Oncost is now showing a surplus for the year of £6,520 (was a deficit of £24,346 in Period 6, and a deficit of £10,848 in Period 5)
- Outstanding Sales Invoice, still being chased by Andrew Scott.
 - Dhoot Transmission (UK) Ltd £27,072.24 11/07/2023.
 - SWDC for a development at Avalon Road, Stonebridge Business Park.
- The value of both investments has worsened in the period.

Black Sluice Internal Drainage Board

Project Summary

2023/24

Period 07 - October 2023

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	32,784	38,325	(5,541)	2,193,931	2,196,087	(2,156)	0	2,193,931	1,716,057	477,874
Interest & Grants	209,198	162,089	47,109	374,317	190,665	183,652	0	374,317	30,621	343,696
Development Fund	0	0	0	0	0	0	0	0	0	0
Other Income	8,834	2,381	6,453	18,267	12,920	5,347	0	18,267	159,454	(141,187)
Rechargeable Income	35,245	43,515	(8,270)	330,004	200,285	129,719	0	330,004	339,266	(9,262)
Solar Panel Income	1,592	1,280	312	21,452	17,200	4,252	0	21,452	16,320	5,132
Total Income	287,653	247,590	40,063	2,937,971	2,617,157	320,814	0	2,937,971	2,261,717	676,254
Schemes	55,024	0	(55,024)	335,164	370,000	34,836	0	(335,164)	108,420	(226,745)
Pumping Station Schemes	29,087	0	(29,087)	69,997	287,139	217,142	0	(69,997)	28,372	(41,625)
Pumping Station Maintenance	31,440	75,748	(18,337)	207,694	504,333	137,946	0	(366,387)	151,589	(145,314)
Electricity	62,645			158,693					69,484	0
Drain Maintenance	133,704	141,985	8,281	488,021	492,566	4,545	0	(488,021)	468,330	(19,691)
Environmental Schemes	350	4,333	3,983	9,554	14,429	4,875	0	(9,554)	8,445	(1,108)
Administration & Establishment	53,296	54,736	1,440	393,231	394,622	1,391	0	(393,231)	361,496	(31,735)
EA Precept	0	0	0	138,276	138,276	0	0	(138,276)	138,276	0
Rechargeable Expenditure	33,652	40,479	42,072	304,869	186,313	(118,556)	0	(304,869)	313,231	(330,904)
Solar Panel Expenses	250	0	(250)	250	0	(250)	0	(250)	546	296
Total Expenditure	399,448	317,281	(46,921)	2,105,750	2,387,678	281,929	0	(2,105,750)	1,648,189	(796,826)
Surplus / (Deficit)	(111,795)	(69,691)	(42,104)	832,222	229,479	602,743	0	832,222	613,528	218,694
Movement on reserves										
Plant Reserve	(41,153)	0	41,153	(157,639)	0	157,639	(157,683)	(44)	(190,807)	(33,168)
Pump Engineer Oncost	(3,434)	0	3,434	(3,035)	0	3,035	0	3,035	1,295	4,330
Wages oncost Reserve	(30,865)	0	30,865	(6,520)	0	6,520	0	6,520	(34,448)	(27,929)
Grants Manager	0	0	0	0	0	0	0	0	0	0
Surplus / (Deficit)	(36,342)	(69,691)	(117,556)	999,415	229,479	435,549	157,683	822,711	837,489	275,461

Black Sluice Internal Drainage Board Drainage Rates & Special Levies

2023/24

Period 07 - October 2023

Drainage Rates & Special Levies Due

Drainage Rates

Annual Drainage Rates - Land and/or buildings	1,451,545.17	
Land/Property - Value Decreased	(10,019.75)	
Land/Property - Value Increased	9,030.03	
New Assessment	633.51	
Write Offs & Irrecoverables	(5.23)	
Adjustments required for Special Levy		
Summons Collection Costs		

Balance	1,451,183.73	48.66%
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Special Levies

Boston Borough Council	1,139,128.16	
South Holland District Council	213,985.74	
North Kesteven District Council	97,415.80	
South Kesteven District Council	80,851.16	
	1,531,380.86	51.34%

Total Due	2,982,564.59	100.00%
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Drainage Rates & Special Levies Collected

B/F Arrears/(Allowances)	(1,842.22)	
Payments Posted	1,430,083.09	
Returned Amount		98.42%
Paid Refund		
Bourne North Fen Trust Contribution		
Special Levies Received	765,690.43	50.00%

Total Received	2,193,931.30	
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Drainage Rates & Special Levies Debtors

Special Levy Outstanding	765,690.43	50.00%
Drainage Rates Outstanding	22,942.86	1.58%
	788,633.29	

	2,982,564.59	
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Black Sluice Internal Drainage Board

Income & Expenditure Summary

2023/24

Period 07 - October 2023

	This Year	Last Year	Variance
Drainage Rates	1,428,241	1,120,882	307,359
Special Levies	765,690	595,175	170,515
Recoverable	330,004	339,266	(9,262)
Misc Income	393,669	190,988	202,680
Solar Panel Income	21,452	16,320	5,132
	2,939,056	2,262,631	676,425
Employment Costs	884,746	796,975	(87,771)
Property	282,696	103,999	(178,698)
General Expenses	138,199	120,859	(17,341)
Materials / Stock	10,320	9,274	(1,046)
Motor & Plant	153,113	176,818	23,705
Miscellaneous	470,565	217,229	(253,336)
Recharges	(393,222)	(448,445)	(55,224)
Plant	393,222	448,433	55,211
Total Expenditure	1,939,640	1,425,142	(514,498)
Net Surplus / (Deficit)	999,415	837,489	161,927

Black Sluice Internal Drainage Board
Balance Sheet at Period End
2023/24
Period 07 - October 2023

	<u>This Year</u>		<u>Last Year</u>	
	£	£	£	£
Operational Land & Buildings Cost	1,009,350		1,009,350	
Pumping Stations Cost	3,861,354		3,861,354	
Non-operational Property Cost	165,000		165,000	
Vehicles, Plant & Machinery Cost	1,005,007		897,464	
Fixed Assets		6,040,711		5,933,168
Stock	52,686		35,034	
Debtors Control	97,114		79,265	
VAT	34,825		31,302	
Car Loans	6,092		11,382	
Prepayments	116,711		109,131	
Drawings Bank Account	(39,197)		(22,779)	
Call Bank Account	410,000		810,022	
Petty Cash	292		251	
Highland Water	0		0	
Work in Progress	(34,363)		(195,509)	
Nat West Government Procurement Card	(4,691)		0	
Brewin Dolphin Investment	387,078		418,662	
Natwest Reserve Account	771,044		1,513,629	
Natwest 35 Day Notice Account	1,500,000		0	
Total Current Assets		3,297,589		2,790,392
Trade Creditors	(12,173)		(7,238)	
PAYE & NI Control Account	(28,459)		(29,037)	
Superannuation Contrl Account	(26,118)		(19,713)	
Accruals	(118,750)		(60,349)	
Total Liabilities		(185,499)		(116,337)
Pension Liability		446,000		(2,703,000)
		9,598,801		5,904,223
Capital Reserve	5,933,400		5,759,896	
Pension Reserve	446,000		(2,703,000)	
Brewin Dolphin Revaluation	(112,922)		(81,338)	
Total Capital		6,266,478		2,975,558
Revenue Reserve	1,432,256		1,262,024	
Development Reserve	526,174		463,470	
Plant Reserve	246,454		291,206	
Wages Oncost Reserve	128,023		74,476	
General Reserve	999,415		837,489	
Total Reserves		3,332,323		2,928,665
		9,598,801	0	5,904,223
<u>Cash & Bank Balances</u>				
Drawings Account		(39,197)		
Call Account		10,000	410,000	
Natwest Reserve Account @ 1.46% wef 15/08/23		771,044		
Natwest 35 Day Notice Account @ 3.25% wef 15/08/23		1,500,000		
Petty Cash		292		
Chargecard		(4,691)		
Loughborough BS @ 5.65%		200,000	12 Month Fixed Term Deposit	
Vernon BS @ 6.00%		200,000	12 Month Fixed Term Deposit	
		2,637,447		

Black Sluice Internal Drainage Board

Investment Summary

2023/24

Period 07 - October 2023

PORTFOLIO P1684056 VALUATION DATE 30 Oct 2023

29/10/2022 - 29/10/2023

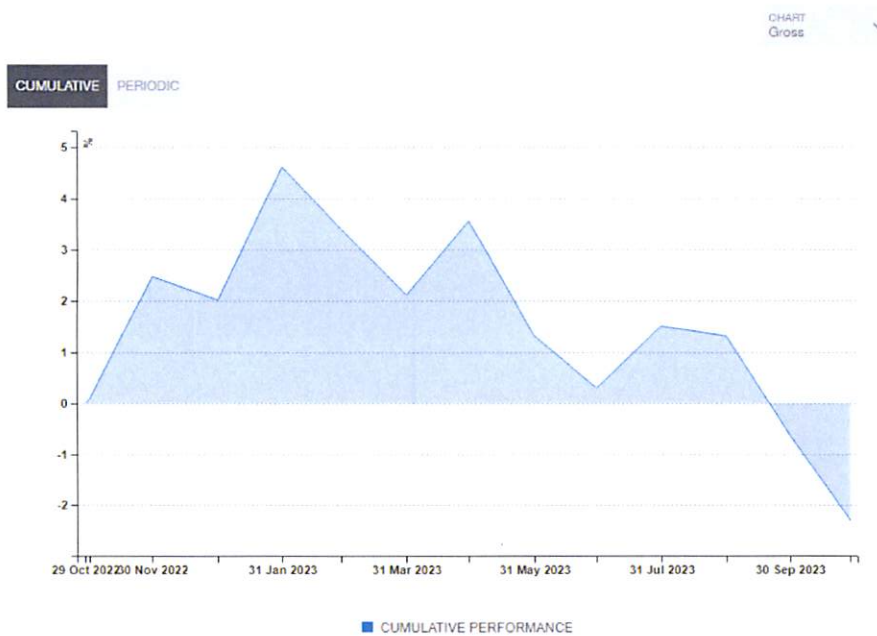
Portfolio Overview

LAST 12 MONTHS PERFORMANCE
-2.30% ↓

TOTAL VALUE
387,077.68 GBP

ESTIMATED ANNUAL INCOME
14,849.11 GBP

Performance



Portfolio Summary

BOOK COST	OVERALL GAIN OR LOSS	ESTIMATED ANNUAL INCOME	ESTIMATED YIELD %
447,808.55 GBP	-13.56% ↓	14,849.11 GBP	3.84% ↑

Black Sluice Internal Drainage Board

BFF Investment Summary

2023/24

Period 07 - October 2023

PORTFOLIO P0000789299 VALIATION DATE 30 Oct 2023

29/10/2022 - 29/10/2023

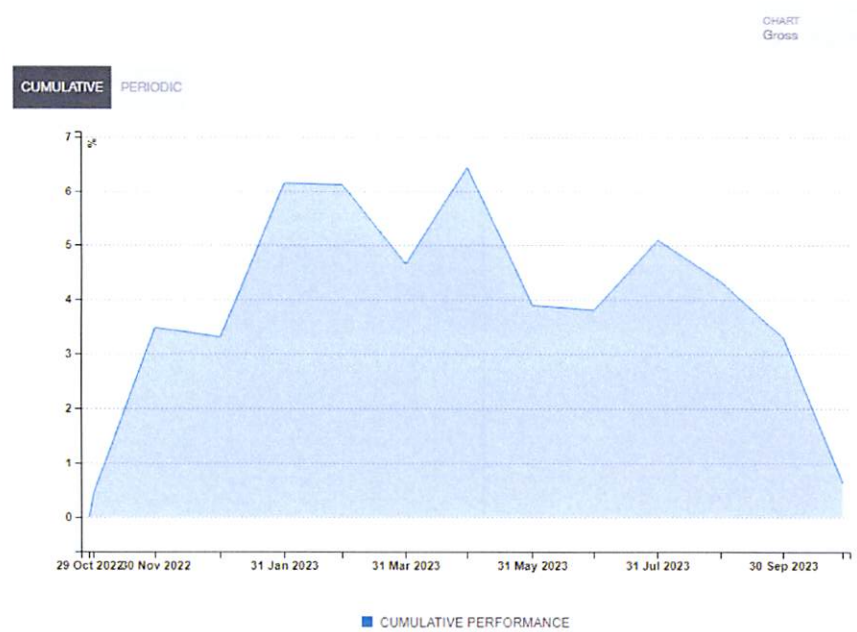
Portfolio Overview

LAST 12 MONTHS PERFORMANCE
0.62% ↑

TOTAL VALUE
301,342.69 GBP

ESTIMATED ANNUAL INCOME
10,800.54 GBP

Performance



Portfolio Summary

BOOK COST	OVERALL GAIN OR LOSS	ESTIMATED ANNUAL INCOME	ESTIMATED YIELD %
307,823.99 GBP	-2.11% ↓	10,800.54 GBP	3.58% ↑

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2023

AGENDA ITEM 9(b)

DRAINAGE RATES REPORT

1. Drainage Rate Revaluations

Listed below recommendation for drainage rate revaluations:

Account Ref	Location of Revaluation	Description	Existing Valuation	Proposed Valuation	Write Off
3030	Bourne Drove, Dyke Fen	Poultry house decommissioned.	£4,910	£998	£342.88

2. Drainage Rate Write Offs

Listed below write off values to be authorised by the Board:

Account Ref	Location of Land	Description	Write Off
2749	Wyberton Marsh	Tree section (0.688ha) of land removed from account as it is not occupied by new owner of the rest of the land, nor was it ever occupied by the original owner of the rest of the land transferred. The tree section is not registered on Land Registry.	£20.86
3758	Bicker Fen	Drainage Rate account was under asset management company but rates now being paid by new owners/occupiers of the property and land.	£5.23

3. Permission to act at Court

Minute 733 of the Board meeting held on 3rd February 2010 outlines who currently has permission to act at Court:

Court Proceedings – Arrears of Rates

The Board AGREED that the Chief Executive Officer, the Finance Officer and the Rating Officer shall be authorised, as set down under Chapter 59, Section 54 of the Land Drainage Act 1991 to carry out the following:

- to institute or defend on the Board's behalf proceedings in relation to a drainage rate; and*
- notwithstanding that these officers are not qualified as solicitors, to appear on their behalf in any proceedings before a magistrates court for the issue of a warrant of distress for failure to pay a drainage rate.*

It is further recommended that the Chief Executive Officer, Finance Officer and Rating Officer of the Board be authorised to arrange the execution of distress warrants on behalf of the Board for the recovery of drainage rates.

It is proposed that the Chief Executive and Finance and Admin Director are authorised, as set down under Chapter 59, Section 54 of the Land Drainage Act 1991, to carry out all of the above.

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2023

AGENDA ITEM 09(c)

QUARTER 2 FORECAST

Income

- Drainage Rates and Special Levies updated and re-phased to expected levels.
- Interest updated to expected income including the additional investments.
- Brewin Dolphin Income updated to current estimated level on their portal.
- Grants
 - £100,000 received in P07 for Catchment Strategy Scheme, another £100,000 expected to be received for this scheme before the end of the year.
 - Additional £100,844 received in P07 for Sempringham PS refurbishment.
- Miscellaneous income includes £400 estimate per month plus invoice for LCC for AS/HW Planning & Enforcement in P12
- Rechargeable Income re-phased to best estimate, there is a reduction to expected income as no further orders have yet been received.

Expenditure

- Schemes
 - Jetting major pipelines and Alternate programme access works to be completed to utilise full budget.
 - Great Hale PS weedscreen cleaner re-phased using expected expenditure for when the works will be completed.
 - Dyke Fen PS Pump and Motor refurbishment re-phased using expected expenditure for when the works will be completed in November 2023, c£7k overspend expected:
 - Pump estimate £19,850.
 - Additional associated costs estimate £6,800.
 - Motor + gearbox estimate £2,700.
 - Dam and associated costs estimate £1,650.
 - Kirton Marsh PS Electrical Supply works no longer being completed.
 - Swineshead PS under pump inspections, works expected to be delayed to February 2024 now rather than January 2024.
 - Quadring North Fen roadside revetment works expected to be delayed to March 2024 now rather than initial plans of June 2023.
 - Sempringham PS refurbishment, B/F figure was £138,980, plus additional contingency of £100,844, Total = £239,824
 - Re-phased using expected expenditure.
 - NFF Works, Re-phased using expected expenditure, P12 Rent figure for last 2 years of agreement.
 - Black Sluice Catchment Strategy
 - Re-phased using expected expenditure.
 - 1236, 1237, 1238, 1239, 1242 all moved to 1244 (Catchment Strategy) to ensure all costs are kept on one code.
 - NFM Works, Re-phased using expected expenditure, further works expected to be completed in January – March 2024.
- Pumping Station Maintenance
 - New electricity rates have been received but no invoices yet received with the new rates.
 - Included additional £12,000 for electricity in P7, added to original £54,000 budget to account for estimated total of £66,000 for P7.
 - Additional £5,000 each month for electric estimates.

- Drain Maintenance
 - Summer Cutting- Expected to be roughly on Budget, 1-week extra cutting added to P09, Budget removed for P10.
 - Desilting- Due to Storm Babet Summer Cutting is delayed by a month which means the start of 3006 works will be delayed into next year and concluded in April 2024.
 - Bushing- Budget removed for P08, works expected to be delayed until P11.
 - Culvert Surveying & Jetting- Budgets expected to be spent before the end of March.
- Environmental
 - Environmental- Re-phased using expected expenditure, predominantly for owl boxes due to be completed P09, P10.
 - Rubbish Collection- Re-phased using expected expenditure for removing fly tips from drains.
 - Surveying- Re-phased using expected expenditure including overspend for additional travel costs for contractors.
- Admin and Establishment
 - Admin Salary- Amended to realistic costs using P06 actual.
 - New Office- Overspend expected due to additional costs for moving the office around in P05.
 - Administration- Adjusted P07 & P08 as per the adjustment for incorrect coding in 4010.
 - Miscellaneous- Re-phased using expected expenditure to be within Budget.
 - Equipment / Building Maintenance- Incorrect coding from 4003, corrected in P07.
 - Depot- Re-phased using expected expenditure to be within Budget.
 - Hessle Drive Bungalow- Re-phased using expected expenditure, the bungalow requires a gas safety check, overspend due to kitchen refurbishment.

Summary

This means we are forecasting to require an additional £203,219 from reserves compared to the budget at the end of the financial year.

Black Sluice Internal Drainage Board

2023/24 Forecast

Quarter 2 - Period 6 - September 2023

Description	2023/24 Budget	2023/24 Forecast	Difference	Q1	Q2	Q3	Q4
				Actual	Actual	Forecast	Forecast
Rates & Levies	2,987,644	2,982,571	(5,073)	1,892,727	268,421	818,321	3,102
Interest & Grants	283,277	515,664	232,387	144,320	20,800	226,104	124,440
Development Fund	5,000	5,000	0	0	0	0	5,000
Other Income	23,067	27,179	4,112	7,209	2,224	11,313	6,434
Rechargeable Income	470,607	473,595	2,988	95,332	199,426	25,935	152,902
Solar Income	21,660	25,600	3,940	8,864	10,996	2,359	3,381
Total Income	3,791,255	4,029,609	238,354	2,148,452	501,867	1,084,032	295,259
Board Funded Schemes	249,000	266,783	(17,783)	22,808	12,728	146,600	84,647
FDGIA/Local Levy Schemes	428,139	830,574	(402,435)	55,495	167,240	204,871	402,968
Pumping Station Maintenance	1,062,598	1,063,315	(717)	142,736	129,566	350,078	440,935
Drain Maintenance	944,846	955,088	(10,242)	89,359	264,959	336,417	264,353
Environmental Schemes	21,000	24,806	(3,806)	3,502	5,702	12,156	3,446
Administration & Establishment	642,310	659,177	(16,867)	173,569	166,366	161,058	158,184
EA Precept	276,552	276,552	0	138,276	0	138,276	0
Solar Expenses	3,238	3,238	0	0	0	0	3,238
Rechargeable Expenditure	437,775	427,498	10,277	87,061	179,484	23,342	137,612
Total Expenditure	4,065,458	4,507,031	(441,573)	712,806	926,045	1,372,797	1,495,383
Surplus / Deficit	(274,203)	(477,422)	(203,219)	1,435,646	(424,178)	(288,765)	(1,200,124)

Black Sluice Internal Drainage Board

2023/24

Quarter 2 - Period 6 - September 2023

Account	Description	2023/24 Budget	2023/24 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
8001	Drainage Rates	1,456,262	1,451,189	(5,073)	496,852	261,023	369,162	171,722	61,620	35,079	30,209	10,095	12,326	3,002	86	14
8002	Special Levies	1,531,382	1,531,381	(1)		89,133	676,557					765,691				
	Rates & Levies	2,987,644	2,982,571	(5,073)	496,852	350,156	1,045,719	171,722	61,620	35,079	30,209	775,786	12,326	3,002	86	14
8007	Interest	3,000	64,971	61,971	2,640	431	3,104	4,150	5,114	7,030	7,000	7,000	7,500	7,500	7,000	6,500
8014	Brewin Dolphin Income	15,277	14,849	(428)		834	2,311	1,362	2,208	935	1,134	1,304	1,321	1,666	1,021	752
8008	Grants	265,000	435,844	170,844	40,000	95,000					200,844					100,000
	Interest & Grants	283,277	515,664	232,387	42,640	96,265	5,414	5,512	7,323	7,966	208,978	8,304	8,821	9,166	8,021	107,252
8013	Use of Dev Fund	5,000	5,000													5,000
	Development Fund	5,000	5,000													5,000
8003	Rents	7,366	7,366	0	3,365	1,001	300	300	300	300	300	300	300	300	300	300
8004	Consents	4,201	4,450	249	100	750	1,250	200	250	100	300	300	300	300	300	300
8010	Highland Water	6,500	10,363	3,863	(22)						8,313					2,073
8012	Misc Inc	5,000	5,000	0		491	(25)	2,256	(1,482)		400	400	400	400	400	1,761
	Other Income	23,067	27,179	4,112	3,443	2,242	1,525	2,756	(932)	400	9,313	1,000	1,000	1,000	1,000	4,434
8005	Rechargeable Income	470,607	473,595	2,988	12,929	69,630	12,774	131,340	24,992	43,095	13,515	5,025	7,395	53,625	46,203	53,074
	Rechargeable Profit	470,607	473,595	2,988	12,929	69,630	12,774	131,340	24,992	43,095	13,515	5,025	7,395	53,625	46,203	53,074
8020	Solar Income - Swineshead PS	2,185	2,200	15	230	278	269	416	243	184	129	62	47	56	96	189
8021	Solar Income - Swineshead HQ	6,279	10,326	4,047	878	1,045	1,000	1,062	3,691	985	372	177	135	161	276	544
8022	Solar Income - Donington NI PS	1,525	1,417	(108)	163	198	193	192	159	109	90	43	33	39	67	132
8023	Solar Income - Chainbridge PS	1,575	1,574	(1)	183	224	216	226	181	127	93	44	34	41	69	136
8024	Solar Income - Wyberton PS	1,693	1,663	(30)	194	237	227	237	185	134	100	48	36	44	74	147
8025	Solar Income - Great Hale PS	918	886	(32)	104	119	119	132	99	71	54	26	20	24	40	79
8026	Solar Income Holland Fen PS	1,517	1,523	6	184	218	210	217	170	123	90	43	33	39	66	131
8027	Solar Income - Cooks Lock PS	1,309	1,312	3	157	187	178	182	150	113	77	37	28	34	57	113
8028	Solar Income - Gosberton PS	1,298	992	(306)	94	128	122	132	103	70	77	37	28	33	57	112
8029	Solar Income - Black Hole Drove PS	1,190	1,191	1	130	169	165	173	139	99	70	34	26	31	52	103
8030	Solar Income - Heckington PS	819	837	18	96	124	118	124	97	61	48	23	18	21	36	71
8031	Solar Income - Damford PS	647	642	(5)	68	97	91	98	70	47	38	18	14	17	28	56
8032	Solar Income - Dowsby Fen PS		320	320	45	63	61	65	51	34						
8033	Solar Income - Dyke Fen PS	705	716	11	82	101	99	106	83	58	42	20	15	18	31	61
	Solar Panel Income	21,660	25,600	3,940	2,609	3,187	3,068	3,362	5,419	2,215	1,280	612	467	558	949	1,874
	Total Income	3,791,255	4,029,609	238,354	558,471	521,480	1,068,500	314,692	98,422	88,753	263,295	790,727	30,009	67,351	56,259	171,648

Account	Description	2023/24 Budget	2023/24 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
1001	Emergency Large Slip Repairs		5,033	(5,033)	1,241	158	1,858		1,777							
1168	Great Hale PS Weedscreen Clean	75,000	78,500	(3,500)									65,000	13,500		
1211	General Culvert Replacement	5,000	5,000											5,000		
1228	Jetting Major Pipelines 18/19	75,000	75,000									25,000	25,000	25,000		
1230	Dowsby Lode Improvements															
1231	Wyberton Towns Drain - Realign		385	(385)			385									
1175	Dyke Fen PS-Pump&Motor Refurb	25,000	32,117	(7,117)				1,117				31,000				
1249	Kirton Marsh PS-Electrical Supp	10,000	10,000													
1177	Swineshead PS-under pump insp	10,000	10,000												10,000	
1178	Trinity College PS-under pump	5,000	16,748	(11,748)											5,000	
1179	Quadrang Nth Fen-roadside revt	24,000	24,000				3,161	8,587								
1241	Alternate Prgramme Access Work	20,000	20,000	(0)	8,894	7,098	13	(55)		1,303	600				2,147	
	Board Funded Schemes	249,000	266,783	(17,783)	10,135	7,256	5,417	9,648	1,777	1,303	600	56,000	90,000	43,500	17,147	24,000
1138	Sempringham PS Refurbishment	163,139	239,824	(76,685)	12,678	3,521	2,468	4,596	4,609	172			102,500	36,500	36,000	36,779
1229	NFF Revetments/Pipeline 18/19		99,759	(99,759)	4,335			13,654	72,577	1,144		1,980				6,069
1236	GiA-Bicker Fen Catchment Works							4,145			(4,145)					
1237	GiA-Dunsby Fen Catchment Study							4,038			(4,038)					
1238	GiA-Ewerby Fen Catchment Works							3,985			(3,985)					
1239	GiA-Flood Alleviation Horbling							3,879			(3,879)					
1242	GiA-Dowsby Fen Catchment Study							3,878			(3,878)					
1244	Black Sluice Catchment Strategy		309,162	(309,162)	194	645	1,488	9,506	1,578	436	40,316	40,000	40,000	40,000	35,000	100,000
1245	BSIDB NFM Works	265,000	181,829	83,171	3,456	5,553	21,157	38,079	963					25,000	25,000	62,620
	FDGiA / Local Levy Schemes	428,139	830,574	(402,435)	20,663	9,720	25,112	85,761	79,727	1,752	20,391	41,980	142,500	101,500	96,000	205,468
2001	Allen House	1,883	7,244	(5,361)	373	790	261	4,000	241	722	105	116	138	148	170	181
2002	Bicker Eau	6,314	5,574	740	664	(235)	555	312	205	300	426	1,145	417	666	540	578
2003	Bicker Fen	29,320	21,256	8,064	509	798	273	471	596	571	2,070	2,940	2,617	3,155	3,637	3,618
2004	Swineshead	60,185	47,561	12,624	2,257	141	2,440	2,002	1,684	1,436	4,143	5,520	5,573	6,459	7,330	8,577
2005	Chain Bridge	51,201	40,775	10,426	(710)	1,275	2,312	1,908	1,401	2,313	3,596	4,580	4,586	6,183	6,352	6,979
2006	Wyberton Marsh	46,936	41,110	5,826	440	2,787	3,051	1,564	1,978	2,010	3,362	4,366	4,351	4,703	5,954	6,545
2007	Kirton Marsh	31,401	24,872	6,529	(294)	1,804	3,583	(1,336)	1,125	1,049	2,222	2,757	2,838	3,328	3,974	3,822
2008	Ewerby	15,122	12,881	2,241	754	(960)	2,321	767	535	563	1,150	1,637	1,042	1,716	1,477	1,878
2009	Heckington	29,573	22,758	6,815	174	718	1,446	810	863	1,136	2,107	2,836	2,531	2,702	3,287	4,148
2010	Great / Little Hale	39,753	38,428	1,325	2,000	4,782	3,824	1,352	1,381	1,321	2,591	3,646	3,421	4,080	4,550	5,480
2011	Holland Fen	69,963	53,421	16,542	1,288	290	3,077	2,105	1,499	2,163	4,856	6,019	6,985	7,285	8,371	9,482
2012	Cooks Lock	53,222	44,877	8,345	1,227	1,178	3,040	1,858	2,258	1,589	3,609	4,765	5,417	6,010	6,638	7,287
2013	Damford	30,104	23,761	6,343	560	(364)	2,080	838	1,036	741	2,224	2,868	2,542	3,403	3,575	4,257
2014	South Kyme	12,265	11,400	865	925	(887)	2,316	462	502	642	964	1,538	864	1,551	1,359	1,165
2015	Amber Hill / Trinity College	11,830	13,575	(1,745)	882	(362)	3,017	1,668	784	514	1,021	1,562	894	972	1,416	1,207
2016	Helpringham	17,094	13,205	3,889	(576)	1,264	687	363	416	544	1,519	1,354	1,705	1,852	1,910	2,166
2017	Swaton	16,124	16,544	(420)	70	833	661	3,639	1,287	615	1,009	1,923	1,245	1,711	1,853	1,698
2018	Horbling	42,033	29,597	12,436	818	481	1,672	(234)	628	578	2,849	4,027	3,875	4,251	5,272	5,379
2019	Billingborough	9,584	7,682	1,902	423	(254)	918	474	368	418	574	1,378	641	948	831	963
2020	Sempringham	24,797	19,635	5,162	751	707	843	987	630	654	1,761	1,853	2,679	2,516	3,296	2,959
2021	Dowsby Fen	36,774	27,471	9,303	393	86	2,011	567	843	1,039	2,681	2,934	3,681	3,917	4,640	4,680
2022	Gosberton	40,336	30,678	9,658	453	155	2,146	1,232	1,730	884	2,698	3,014	3,701	3,937	5,416	5,312
2023	Dowsby Lode	5,678	3,973	1,705	(142)	(281)	560	240	320	164	308	477	714	524	522	567
2024	Rippingale	9,294	7,243	2,051	40	(537)	1,155	405	310	361	634	664	1,193	846	1,365	807
2025	Dunsby	10,727	11,733	(1,006)	1,897	(1,774)	2,925	452	668	1,000	851	755	1,263	993	1,549	1,154
2026	Pinchbeck	7,740	6,149	1,591	277	(620)	997	512	291	152	503	531	947	721	1,149	690
2027	Hacconby	10,906	8,576	2,330	189	(400)	1,188	448	580	366	622	714	1,255	626	1,446	1,542
2028	Black Hole	78,862	57,718	21,144	(1,805)	1,374	3,136	2,227	1,445	2,038	5,478	6,272	7,672	8,413	10,273	11,195
2029	Twenty	5,306	3,388	1,918	(264)	82	343	272	251	100	359	406	521	513	370	435
2030	Dyke Fen	65,735	47,809	17,926	(1,327)	2,555	1,415	1,756	1,151	1,494	4,544	5,242	6,389	6,680	8,611	9,299
2031	Quadrang Low Fen	10,601	7,849	2,752	715	(643)	996	429	256	269	757	818	1,080	1,057	1,003	1,113
2032	Donington North Ings	51,392	54,246	(2,854)	14,457	1,376	2,887	1,647	1,508	1,362	3,493	4,004	4,530	5,294	6,587	7,100
2033	Donington Mallard Him	7,998	5,923	2,075	53	135	552	290	254	485	548	612	1,127	485	667	715
2034	Donington Wykes	7,344	5,247	2,097	(448)	(33)	569	287	190	282	539	1,214	503	796	651	698
2050	PS General	115,201	289,155	(173,954)	14,653	14,695	10,846	12,399	10,121	13,183	41,575	34,441	34,465	34,231	33,655	34,891
	Pumping Stations	1,062,598	1,063,315	(717)	41,677	30,956	70,103	47,172	39,335	43,059	107,748	118,928	123,402	132,672	149,696	158,567

Account	Description	2023/24 Budget	2023/24 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
3002	Summer Cutting	601,839	601,603	236	4,667	6,981	20,455	23,268	124,532	113,641	141,985	109,337	56,736			
3006	Drain Maintenance	248,023	258,703	(10,680)	12,248	25,493	8,189	1,805	(1,596)	3,108				67,567	54,273	87,617
3008	Bushing	64,984	64,782	202	1,745	571	31						28,359	16,076	18,000	
3009	Culvert Surveying	20,000	20,000	0	1,856	1,870	4,223			201						11,849
3010	Jetting	10,000	10,000	0			1,029									8,971
	Drain Maintenance	944,846	955,088	(10,242)	20,516	34,915	33,928	25,073	122,936	116,950	141,985	109,337	85,095	83,643	72,273	108,437
3011	Environmental	11,000	6,932	4,068	1,240	421	92	634	99	345	265	234	1,657	1,869	68	9
3012	Rubbish Collection	5,000	8,874	(3,874)	684	710	355	486		4,139		500	500	500	500	500
3013	Environmental Surveying	5,000	9,000	(4,000)								5,000	4,000			
	Environmental Schemes	21,000	24,806	(3,806)	1,924	1,131	447	1,120	99	4,483	265	5,734	6,157	2,369	568	509
4001	Admin Salary	489,998	501,643	(11,645)	51,504	39,209	35,137	48,844	31,471	40,671	42,425	44,471	42,463	42,490	42,480	40,478
	Administration Staff Costs	489,998	501,643	(11,645)	51,504	39,209	35,137	48,844	31,471	40,671	42,425	44,471	42,463	42,490	42,480	40,478
4002	New Office	12,127	18,566	(6,439)	1,777	660	720	3,046	5,711	707	866	866	1,099	1,311	702	1,101
4003	Administration	55,640	51,945	3,695	7,584	503	4,684	8,325	3,392	4,149	1,544	1,375	4,502	7,723	2,635	5,530
	Establishment Costs	67,767	70,511	(2,744)	9,361	1,163	5,404	11,371	9,102	4,856	2,410	2,241	5,601	9,034	3,337	6,631
4005	Environment Agency Precept	275,552	275,552				138,276						138,276			
	EA Precept	275,552	275,552				138,276						138,276			
4004	Miscellaneous	7,243	7,243	(0)	981	826	75	1,063	296	252	940	718	553	30	836	674
4006	Inspection	3,726	2,658	1,068	678		681	904	395							
4010	Equipment / Building Maint	15,001	15,001	0	1,735	1,616	4,142	1,017	129	(160)	5,452		475	66	144	385
	Miscellaneous Charges	25,970	24,902	1,068	3,394	2,442	4,898	2,984	820	92	6,392	718	1,028	96	980	1,059
5001	Depot	55,575	55,575	(0)	7,092	(3,122)	11,276	7,817	4,292	3,464	5,883	3,263	4,013	3,348	3,316	4,935
5003	Hessle Drive	3,000	6,545	(3,545)		5,813		582				150				
	Depot Costs	58,575	62,121	(3,546)	7,092	2,691	11,276	8,399	4,292	3,464	5,883	3,413	4,013	3,348	3,316	4,935
5020	Solar Expenses - Swineshead PS	231	231												231	
5021	Solar Expenses - Swineshead HQ	231	231												231	
5022	Solar Expenses - Donington NI	231	231												231	
5023	Solar Expenses - Chainbridge	231	231												231	
5024	Solar Expenses - Wyberton	231	231												231	
5025	Solar Expenses - Great Hale	231	231												231	
5026	Solar Expenses - Holland Fen	231	231												231	
5027	Solar Expenses - Cooks Lock PS	231	231												231	
5028	Solar Expenses - Gosberton PS	466	466												466	
5029	Solar Expenses - Black Hole PS	231	231												231	
5030	Solar Expenses - Heckington PS	231	231												231	
5031	Solar Expenses - Damford PS	231	231												231	
5033	Solar Expenses - Dyke Fen PS	231	231												231	
	Solar Expenses	3,238	3,238												3,238	
<<7001_7999	Rechargeable Expenditure	437,775	427,498	10,277	11,747	63,656	11,657	118,206	22,493	38,785	12,164	4,523	6,656	48,263	41,583	47,767
		437,775	427,498	10,277	11,747	63,656	11,657	118,206	22,493	38,785	12,164	4,523	6,656	48,263	41,583	47,767
Total Expenditure		4,065,458	4,507,031	(441,573)	178,013	193,138	341,655	358,577	312,052	255,416	340,262	525,621	506,915	470,153	427,380	597,851
Surplus / Deficit		(274,203)	(477,422)	(203,219)	380,459	328,342	726,845	(43,886)	(213,630)	(166,663)	(76,967)	265,106	(476,905)	(402,801)	(371,120)	(426,203)

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2023

AGENDA ITEM 10

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 Maintenance Director carries out day to day management of Health and Safety with onsite inspections undertaken by the Works Supervisor.

2. Cope Safety Management has carried out the following inspections and reviews this year:-

27th June 2023

Due to attend again on 4th December 2023

3. The Board has a Health and Safety Policy statement, signed by the Chief Executive and displayed at the Office, this has been reviewed at this meeting as part of the Health and Safety Policy review.

During the period 25th October 2022 to 24th October 2023 there have been seven near miss reports.

Date	Description of Near Miss	Reason/Action
07/12/2022	Circumstances meant Unimog (with JCB145 on Low Loader) needed to break sharply. This resulted in the JCB145 moving on the trailer and hitting the diesel tank.	Only two chains were used to secure the JCB 145 as opposed to four.
13/02/2023	Twiga 17 travelling on A17 Road at maximum speed. Handbrake suddenly came on, causing the machine to come to a stop very quickly.	Machine taken to Irelands Farm Machinery for repair.
22/03/2023	Strap securing load had become loose whilst travelling.	Stopped vehicle and tightened strap.
28/03/2023	Workshop Fitter's van rear door opened whilst driving out of depot.	Ensure vehicle doors are secure before driving.
21/04/2023	Whilst flailing, Aebi slipped off roadway and down the bank side.	Tool box talk with operator about not driving so close to the edge.

24/07/2023	Employee stood on the deck of weedscreen, leant on safety rail and pole broke off.	Replace rotten pole.
29/08/2023	Ladder clamp removed from ladders on roof rack and ladder not removed.	Remove ladder from roof rack immediately.

4. Four accidents have been recorded in the Accident book during the period 25th October 2022 to 24th October 2023.

Date	Accident	Weighting
30/11/2022	Small cut on index finger. (Hit a hidden metal object whilst strimming which caused metal shard to shoot up).	1
27/03/2023	Deep cuts and shards of glass in hand. (Slipped whilst walking down drain bank).	3
20/04/2023	Cut to thumb. (Changing cutting disc on 9" grinder).	1
21/06/2023	Nettle stings. (Fell whilst culvert surveying).	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 National Grid, (formerly 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>
Daniel Affection	07/12/2022	Felling & Processing Tress Up to 380mm & Chainsaw Maintenance and Cross Cutting
Mark Green	07/12/2022	Felling & Processing Tress Up to 380mm & Chainsaw Maintenance and Cross Cutting
Tom Lee	07/12/2022	Felling & Processing Tress Up to 380mm & Chainsaw Maintenance and Cross Cutting
Adam Scott	07/12/2022	Felling & Processing Tress Up to 380mm & Chainsaw Maintenance and Cross Cutting
Daniel Affection	22/12/2022	Lifting, Slings and Banksman
Pat Banham	22/12/2022	Lifting, Slings and Banksman
Ryan Banham	22/12/2022	Lifting, Slings and Banksman
Steph Brown	22/12/2022	Lifting, Slings and Banksman
Mark Green	22/12/2022	Lifting, Slings and Banksman
Stuart Hanger	22/12/2022	Lifting, Slings and Banksman
Martin Henton	22/12/2022	Lifting, Slings and Banksman

Mick Lancaster	22/12/2022	Lifting, Slingers and Banksman
Tom Lee	22/12/2022	Lifting, Slingers and Banksman
Ian Rose	22/12/2022	Lifting, Slingers and Banksman
Dale Roy	22/12/2022	Lifting, Slingers and Banksman
Adam Scott	22/12/2022	Lifting, Slingers and Banksman
Rob Smith	22/12/2022	Lifting, Slingers and Banksman
Mervyn Wood	22/12/2022	Lifting, Slingers and Banksman
Pat Banham	10/01/2023	SHOC / Overhead Lines
Stuart Hanger	10/01/2023	SHOC / Overhead Lines
Mick Lancaster	10/01/2023	SHOC / Overhead Lines
Ian Rose	10/01/2023	SHOC / Overhead Lines
Dale Roy	10/01/2023	SHOC / Overhead Lines
Adam Scott	10/01/2023	SHOC / Overhead Lines
Rob Smith	10/01/2023	SHOC / Overhead Lines
Mervyn Wood	10/01/2023	SHOC / Overhead Lines
Mark Green	01/02/2023	Emergency First Aid at Work
Mick Lancaster	01/02/2023	Emergency First Aid at Work
Tom Lee	01/02/2023	Emergency First Aid at Work
Adam Scott	01/02/2023	Emergency First Aid at Work
Mervyn Wood	01/02/2023	Emergency First Aid at Work
Hayley Wood	01/02/2023	Emergency First Aid at Work
Daniel Affection	03/02/2023	Confined Spaces
Stuart Hanger	03/02/2023	Confined Spaces
Dale Roy	03/02/2023	Confined Spaces
Paul Nicholson	17/05/2023	IOSH Managing Safely
Dale Roy	17/05/2023	IOSH Managing Safely
Stuart Hanger	22/05/2023	Driver CPC Hours
Ian Rose	22/05/2023	Driver CPC Hours
Rob Smith	22/05/2023	Driver CPC Hours
Paul Nicholson	22/05/2023	Driver CPC Hours
Daniel Withnall	14/06/2023	NEBOSH
Jessica Baxter	20/06/2023	Mental Health First Aid
Amy Chamberlain	20/06/2023	Mental Health First Aid
Simon Harrison	20/06/2023	Mental Health First Aid
Daniel Affection	03/07/2023	Leadership & Team Skills
Dale Roy	03/07/2023	Leadership & Team Skills
Tom Lee	12/07/2023	First Aid at Work
Simon Harrison	12/07/2023	First Aid at Work

7. Risk Assessments for high-risk areas of work are currently being reviewed by the Health and Safety Committee, 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 an automated lone working device using mobile phone technology is now being used by all operatives.
12. As of the 1st August 2023, a Health and Safety Committee has been formed. It has met three times. The committee has reviewed the Health and Safety Policy (as per agenda item 07(d)(vi)) and has now started to review all Risk Assessments and Safe Systems of Work.

Simon Harrison
Maintenance Director

Black Sluice Internal Drainage Board

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From 01/06/2023 To 30/06/2023

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/06/2023 To 30/06/2023**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
BAR005	05/06/2023	Payment	P02	Direct Deb	-170.38	Barclaycard Merchant Services
BAR005	05/06/2023	Refund	P02	Refund	170.38	Barclaycard Merchant Services
NFU001	05/06/2023	Refund	P02	Refund	141.63	NFU Insurance
NFU001	05/06/2023	Payment	P02	Direct Deb	-141.63	NFU Insurance
AMA001	08/06/2023	Payment	GB34QLEABEY	Bacs	-16.04	Amazon Business EU
ASH001	08/06/2023	Payment	24528378	Bacs	-588.40	Sunbelt Rentals Ltd
BOS002	08/06/2023	Payment	31191	Bacs	-1488.00	Boston Commercial Cleaners Ltd
BRA002	08/06/2023	Payment	160388	Bacs	-534.34	Brauncewell Quarries Ltd
BUS002	08/06/2023	Payment	BO213746	Bacs	-93.95	B A Bush & Sons Ltd
CEF001	08/06/2023	Payment	BOS/342974	Bacs	-171.00	CEF (Boston)
COP002	08/06/2023	Payment	INV-57425	Bacs	-138.55	Cope Safety Management Ltd.
COS001	08/06/2023	Payment	35793	Bacs	-852.00	Peter & David Cosby
CRA004	08/06/2023	Payment	23074	Bacs	-375.12	Craftwork Engineering Ltd
CRP001	08/06/2023	Payment	BSIDBWINDOWS24/05/23	Bacs	-40.00	C & R Property Services
DEW001	08/06/2023	Payment	INV-6281	Bacs	-65.00	Dewhursts Trophies & Engraving
DOV001	08/06/2023	Payment	260423	Bacs	-378.00	Dovecote Farming
EME002	08/06/2023	Payment	INV-010063	Bacs	-70622.40	EME Power Systems
ESS001	08/06/2023	Payment	3103	Bacs	-656.28	Essential Supplies Lincs
FLE001	08/06/2023	Payment	12412	Bacs	-96.00	Fleet Sense Ltd
HAL005	08/06/2023	Payment	46046	Bacs	-3912.13	Hallgate (Lincs) Limited
HAR003	08/06/2023	Payment	304482	Bacs	-42.76	Hargrave Agriculture
HUW001	08/06/2023	Payment	IE528391	Bacs	-556.33	Huws Gray (Buildbase)
INL001	08/06/2023	Payment	2023-P02	Bacs	-24282.98	HM Revenue & Customs
IRE001	08/06/2023	Payment	228546	Bacs	-1810.99	Irelands Farm Machinery Ltd
LIN002	08/06/2023	Payment	2023-P02	Bacs	-23467.91	Lincolnshire C C Pension Fund
LIN007	08/06/2023	Payment	Branch Subs 2023/24	Bacs	-400.00	Lincs ADA
LIN018	08/06/2023	Payment	INV-5476	Bacs	-264.00	SDG Access Limited

Account	Date	Type	Ref 1	Ref 2	Value	Details
NFU001	08/06/2023	Payment	1157176479	Bacs	-94.61	NFU Insurance
PET003	08/06/2023	Payment	8884	Bacs	-102.00	Peter Smith Commercials Ltd
ROS001	08/06/2023	Payment	00032771	Bacs	-4.00	Rossendales Ltd
ROY001	08/06/2023	Payment	231753	Bacs	-462.00	Roythomes LLP
ROY002	08/06/2023	Payment	1802653024	Bacs	-1044.00	Royal Mail Group Ltd
SWI001	08/06/2023	Payment	LN079515	Bacs	-84.00	Switch Electrical WholesaleLtd
WEL004	08/06/2023	Payment	3542	Bacs	-46651.20	Wells Plant Hire
WOO001	08/06/2023	Payment	985610	Bacs	-209.31	WBM Office Solutions Limited
AMA001	22/06/2023	Payment	GB35FP2ABEY	Bacs	-69.16	Amazon Business EU
ASH001	22/06/2023	Payment	24596775	Bacs	-324.00	Sunbelt Rentals Ltd
CEF001	22/06/2023	Payment	BOS/343552	Bacs	-23.40	CEF (Boston)
CHI002	22/06/2023	Payment	211352	Bacs	-77.11	Chisletts Ltd
DUN001	22/06/2023	Payment	2764	Bacs	-190.44	Dunmore's Catering
ESS001	22/06/2023	Payment	3210	Bacs	-331.84	Essential Supplies Lincs
FOV001	22/06/2023	Payment	SCRN00001723	Bacs	-11.70	Fovia Office
HAR001	22/06/2023	Payment	23196600	Bacs	-1157.46	TC Harrison JCB
HGV001	22/06/2023	Payment	VBCV380234	Bacs	-99.41	Alliance Automotive T/A CV Com
HIT001	22/06/2023	Payment	20415906	Bacs	-1179.36	Hitachi Construction Machinery
IDS001	22/06/2023	Payment	51222	Bacs	-203.10	ID Specialist Machinery
INT002	22/06/2023	Payment	6231	Bacs	-783.60	InterLec
IRE001	22/06/2023	Payment	228712	Bacs	-4054.28	Irelands Farm Machinery Ltd
KEY003	22/06/2023	Payment	22026	Bacs	-100.00	Keystone Locks
LIN002	22/06/2023	Payment	2004363357	Bacs	-816.00	Lincolnshire C C Pension Fund
LON003	22/06/2023	Payment	0020/00022118	Bacs	-96.26	Longwater Construction
MAS001	22/06/2023	Payment	ESI002754	Bacs	-1500.00	Mastenbroek Environmental Ltd
PER003	22/06/2023	Payment	22308	Bacs	-3286.98	Perfect Circle JV Ltd
SCO002	22/06/2023	Payment	122831	Bacs	-13.20	Scott Trailers Ltd
TRA006	22/06/2023	Payment	1385518197	Bacs	-102.94	Trade UK
ZEN001	22/06/2023	Payment	12606077	Bacs	-246.00	ESS Salesforce
BAR005	12/06/2023	Payment	P03	Direct Deb	-172.15	Barclaycard Merchant Services
BAR005	12/06/2023	Payment	P03	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	14/06/2023	Payment	P03	Direct Deb	-196.56	TomTom
PAY001	15/06/2023	Payment	P03	Direct Deb	-13.20	takepayments Limited

Account	Date	Type	Ref 1	Ref 2	Value	Details
WOL001	20/06/2023	Payment	P03	Direct Deb	-33606.33	Woldmarsh Producers Ltd
PIT001	22/06/2023	Payment	P03	Direct Deb	-419.18	Pitney Bowes Ltd
BOC001	23/06/2023	Payment	P03	Direct Deb	-945.72	BOC
Total Payments					-229847.57	
Total Discounts						
Total Adjustments						
Total Refunds					312.01	
Total					-229535.56	

Payments

Bacs	-194169.54	Cheque	Direct Deb	-35678.03	Chargecard
Bulk Bacs					

Adjustments

Disc		Contra SL			
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Refunds

Refund	312.01				
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Chief Executive



Finance & Admin Director

Purchase Ledger Payments & Adjustments

Account	Date	Type	Ref 1	Ref 2	Value	Details
CRO004	13/07/2023	Payment	P04	Bacs	-748.14	CROP LOSS
ALA001	13/07/2023	Payment	536569	Bacs	-78.00	Alarmline Security Ltd
AMA001	13/07/2023	Payment	INV-GB-1827136675-20	Bacs	-333.91	Amazon Business EU
ANG002	13/07/2023	Payment	327660	Bacs	-78.24	Anglia Bearing Company
ANG103	13/07/2023	Payment	12240668	Bacs	-20.89	Anglian Water (Black Hole PS)
BUS002	13/07/2023	Payment	BO213941	Bacs	-74.95	B A Bush & Sons Ltd
CEF001	13/07/2023	Payment	BOS/344756	Bacs	-101.70	CEF (Boston)
COP002	13/07/2023	Payment	INV-57603	Bacs	-138.55	Cope Safety Management Ltd.
COU003	13/07/2023	Payment	INV-1931	Bacs	-420.00	A Country Kitchen
CRA004	13/07/2023	Payment	23421	Bacs	-233.03	Craftwork Engineering Ltd
CRO001	13/07/2023	Payment	8209548649	Bacs	-48.92	Crown Decorating Centres
CRP001	13/07/2023	Payment	BSIDBWINDOWS06/07/23	Bacs	-40.00	C & R Property Services
EME002	13/07/2023	Payment	INV-010155	Bacs	-2040.00	EME Power Systems
ESS001	13/07/2023	Payment	3383	Bacs	-492.70	Essential Supplies Lincs
FOV001	13/07/2023	Payment	SINV00064191	Bacs	-9.18	Fovia Office
GRA002	13/07/2023	Payment	8406	Bacs	-135.00	Grays of Holbeach Ltd
HAR001	13/07/2023	Payment	2321041	Bacs	-972.52	TC Harrison JCB
HAW001	13/07/2023	Payment	63213	Bacs	-429.60	Hawker Electronics Limited
HBP001	13/07/2023	Payment	SIN062335	Bacs	-4413.98	HBP Systems Ltd
HGV001	13/07/2023	Payment	VBCV381904	Bacs	-116.40	Alliance Automotive T/A CV Com
INL001	13/07/2023	Payment	2023-P03	Bacs	-24750.25	HM Revenue & Customs
INT002	13/07/2023	Payment	6238	Bacs	-111.60	InterLec
IRE001	13/07/2023	Payment	228803	Bacs	-58.64	Irelands Farm Machinery Ltd
LIN002	13/07/2023	Payment	2023-P03	Bacs	-23976.28	Lincolnshire C C Pension Fund
LIN028	13/07/2023	Payment	INV-17282	Bacs	-648.00	Lincolnshire Waste Oil
LON003	13/07/2023	Payment	0020/00022410	Bacs	-429.61	Longwater Construction
MET002	13/07/2023	Payment	682633A	Bacs	-158.40	The Metal Store Ltd

Account	Date	Type	Ref 1	Ref 2	Value	Details
NFU001	13/07/2023	Payment	000222886	Bacs	-548.97	NFU Insurance
NOR005	13/07/2023	Payment	10040632	Bacs	-398.00	Norfolk County Council
PRE005	13/07/2023	Payment	1515	Bacs	-135.00	Premier Conditioned Air Servic
RAW001	13/07/2023	Payment	12628	Bacs	-596.52	Geoff Rawlinson
ROS001	13/07/2023	Payment	00032883	Bacs	-4.00	Rossendales Ltd
TFM001	13/07/2023	Payment	278840	Bacs	-782.16	TFM Supplies
TRA002	13/07/2023	Payment	9146AJG621	Bacs	-7.14	Travis Perkins Trading Co Ltd.
TRA006	13/07/2023	Payment	1391774140	Bacs	-81.06	Trade UK
WOO001	13/07/2023	Payment	985792	Bacs	-540.70	WBM Office Solutions Limited
ROY001	20/07/2023	Adjust	P04	Disc	-8160.00	Roythornes LLP
ROY001	20/07/2023	Adjust	P04	Disc	8160.00	Roythornes LLP
AMA001	27/07/2023	Payment	INV-GB-126443461-20	Bacs	-214.89	Amazon Business EU
ANG101	27/07/2023	Payment	12262713	Bacs	-223.41	Anglian Water (Swineshead HQ)
ASH001	27/07/2023	Payment	24773278	Bacs	-1197.16	Sunbelt Rentals Ltd
BUS002	27/07/2023	Payment	WC101626	Bacs	-85.52	B A Bush & Sons Ltd
CHI002	27/07/2023	Payment	213179	Bacs	-1196.13	Chisletts Ltd
DON001	27/07/2023	Payment	DCI0014315	Bacs	-2.58	Donington Engineering Supplies
ENG001	27/07/2023	Payment	60036	Bacs	-546.60	Engineering & Hire Ltd
ESS001	27/07/2023	Payment	3428	Bacs	-122.55	Essential Supplies Lincs
FLE001	27/07/2023	Payment	12574	Bacs	-1390.68	Fleet Sense Ltd
HBP001	27/07/2023	Payment	SIN062617	Bacs	-3297.20	HBP Systems Ltd
HUW001	27/07/2023	Payment	IE780877	Bacs	-32.74	Huws Gray (Buildbase)
IRE001	27/07/2023	Payment	229069	Bacs	-1200.77	Irelands Farm Machinery Ltd
JBA001	27/07/2023	Payment	2023a3352	Bacs	-47519.05	JBA Consulting
JKH001	27/07/2023	Payment	0000057563	Bacs	-2232.00	JKH Drainage
LAR001	27/07/2023	Payment	75380	Bacs	-192.00	Ray Larrington Hydraulics
LIN002	27/07/2023	Payment	2004365739	Bacs	-270.22	Lincolnshire C C Pension Fund
LIV001	27/07/2023	Payment	SINV-103437	Bacs	-900.00	LIVES Training
MAS001	27/07/2023	Payment	ESI002789	Bacs	-8100.00	Mastenbroek Environmental Ltd
MAY001	27/07/2023	Payment	8360000	Bacs	-11539.68	Mabey Hire Services Ltd
MET002	27/07/2023	Payment	697097A	Bacs	-23.98	The Metal Store Ltd
PET003	27/07/2023	Payment	9866	Bacs	-897.28	Peter Smith Commercials Ltd
PRO004	27/07/2023	Payment	INV153354	Bacs	-71.27	Progreen Weed Control Solution

Account	Date	Type	Ref 1	Ref 2	Value	Details
SCR001	27/07/2023	Payment	Kitchen Hessel Drive	Bacs	-85.00	Nick Scrupps Decoration
SHA006	27/07/2023	Payment	1192	Bacs	-12646.00	L A Sharpe Ltd
SHI001	27/07/2023	Payment	IN43942	Bacs	-108.00	Shire Toilet Hire Ltd
SMI004	27/07/2023	Payment	010	Bacs	-15261.60	Smith Agri Contract Ltd
TAU002	27/07/2023	Payment	23028268	Bacs	-635.21	TAUWI c/o Atkins Ltd
TRA002	27/07/2023	Payment	9146 AJH728	Bacs	-27.82	Travis Perkins Trading Co Ltd.
TRA006	27/07/2023	Payment	1396938443	Bacs	-101.72	Trade UK
WEL004	27/07/2023	Payment	3591	Bacs	-98529.73	Wells Plant Hire
WIT001	27/07/2023	Payment	INV04986	Bacs	-1039.50	Witham Fourth IDB
EVE002	30/07/2023	Payment	P04	Bacs	-1087.44	Everything Everywhere
BOS001	30/07/2023	Payment	P04	Bacs	-2739.00	Boston Borough Council (Rates)
NAT004	30/07/2023	Payment	P04	Bacs	-111.15	Natwest
NAT004	30/07/2023	Payment	P04	Bacs	-5.25	Natwest
BAR005	30/07/2023	Payment	P04	Bacs	-192.79	Barclaycard Merchant Services
BAR005	30/07/2023	Payment	P04	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	30/07/2023	Payment	P04	Direct Deb	-196.56	TomTom
PAY001	30/07/2023	Payment	P04	Direct Deb	-13.20	takepayments Limited
WOL001	30/07/2023	Payment	P04	Direct Deb	-28199.68	Woldmarsh Producers Ltd
BRI005	30/07/2023	Payment	P04	Direct Deb	-468.78	British Telecom DD
BOC001	30/07/2023	Payment	P04	Direct Deb	-206.57	BOC
EVE002	30/07/2023	Payment	P04	Direct Deb	-1234.76	Everything Everywhere
BOS001	30/07/2023	Payment	P04	Direct Deb	-2739.00	Boston Borough Council (Rates)

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-311049.39	
				Total Discounts		
				Total Adjustments		
				Total Refunds		
				Total	-311049.39	

Payments

Bacs	-277977.96	Cheque	Direct Deb	-33071.43	Chargecard
Bulk Bacs					

Adjustments

Disc		Contra SL			
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Refunds

Refund					
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Chief Executive

Finance & Admin Director

Black Sluice Internal Drainage Board

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From 01/08/2023 To 31/08/2023

Purchase Ledger Payments & Adjustments**Black Sluice Internal Drainage Board****Payments & Adjustments From 01/08/2023 To 31/08/2023**

Page 1

Account	Date	Type	Ref 1	Ref 2	Value	Details
AMA001	10/08/2023	Payment	INV-GB-1504746635-20	Bacs	-422.04	Amazon Business EU
ANG102	10/08/2023	Payment	12383756	Bacs	-17.51	Anglian Water (Holland Fen PS)
ASH001	10/08/2023	Payment	24784657	Bacs	-504.00	Sunbelt Rentals Ltd
BOS002	10/08/2023	Payment	31323	Bacs	-1674.00	Boston Commercial Cleaners Ltd
BUS002	10/08/2023	Payment	BO214219	Bacs	-63.55	B A Bush & Sons Ltd
CEF001	10/08/2023	Payment	BOS/347082	Bacs	-215.58	CEF (Boston)
COP002	10/08/2023	Payment	INV-57787	Bacs	-138.55	Cope Safety Management Ltd.
COU003	10/08/2023	Payment	INV-1952	Bacs	-288.00	A Country Kitchen
CRA004	10/08/2023	Payment	23604	Bacs	-572.58	Craftwork Engineering Ltd
DIC001	10/08/2023	Payment	INV-7927	Bacs	-395.00	D & J Dickinson
ESS001	10/08/2023	Payment	3481	Bacs	-213.98	Essential Supplies Lincs
FOV001	10/08/2023	Payment	SINV00064881	Bacs	-244.89	Fovia Office
HAR001	10/08/2023	Payment	23558667	Bacs	-1356.41	TC Harrison JCB
HAR003	10/08/2023	Payment	305101	Bacs	-64.29	Hargrave Agriculture
INL001	10/08/2023	Payment	2023-PO4	Bacs	-31524.86	HM Revenue & Customs
IRE001	10/08/2023	Payment	229288	Bacs	-421.10	Irelands Farm Machinery Ltd
JBA001	10/08/2023	Payment	2023a3598	Bacs	-9503.81	JBA Consulting
LAR001	10/08/2023	Payment	75547	Bacs	-163.20	Ray Larrington Hydraulics
LIN002	10/08/2023	Payment	2023-P04	Bacs	-23545.62	Lincolnshire C C Pension Fund
LOG001	10/08/2023	Payment	019675	Bacs	-142.42	Logical Concrete Ltd
MET002	10/08/2023	Payment	699125A	Bacs	-433.25	The Metal Store Ltd
PEO001	10/08/2023	Payment	CI30819	Bacs	-261.72	Rocksure Systems T/A Peoplesaf
PET003	10/08/2023	Payment	9810	Bacs	-161.04	Peter Smith Commercials Ltd
ROS001	10/08/2023	Payment	00033000	Bacs	-3.66	Rossendales Ltd
SIL001	10/08/2023	Payment	IN592852	Bacs	-291.31	Silt Side Services Ltd
TFM001	10/08/2023	Payment	279464	Bacs	-435.78	TFM Supplies
TMC001	10/08/2023	Payment	24318	Bacs	-246.16	TMC Lifting

Account	Date	Type	Ref 1	Ref 2	Value	Details
TRA002	10/08/2023	Payment	9146 AJI038	Bacs	-123.30	Travis Perkins Trading Co Ltd.
TRA006	10/08/2023	Payment	1402393105	Bacs	-178.48	Trade UK
WIT001	10/08/2023	Payment	INV05002	Bacs	-693.00	Witham Fourth IDB
WOO001	10/08/2023	Payment	988055	Bacs	-121.99	WBM Office Solutions Limited
ADC001	24/08/2023	Payment	INV-13692	Bacs	-86028.00	ADC (East Anglia) Ltd
AMA001	24/08/2023	Payment	INV-GB-1355224385-20	Bacs	-79.67	Amazon Business EU
ANG002	24/08/2023	Payment	329286	Bacs	-83.28	Anglia Bearing Company
BUR007	24/08/2023	Payment	D02886	Bacs	-358.26	Ben Burgess Swineshead
BUS002	24/08/2023	Payment	BO214307	Bacs	-311.84	B A Bush & Sons Ltd
CAJ001	24/08/2023	Payment	11619	Bacs	-319.68	C & J Supplies
CEF001	24/08/2023	Payment	BOS/347581	Bacs	-29.64	CEF (Boston)
CHI002	24/08/2023	Payment	214469	Bacs	-291.51	Chisleths Ltd
ESS001	24/08/2023	Payment	3498	Bacs	-58.62	Essential Supplies Lincs
FRE002	24/08/2023	Payment	425	Bacs	-936.00	P & P French Tree Services
GRA002	24/08/2023	Payment	S8768	Bacs	-790.07	Grays of Holbeach Ltd
HAR001	24/08/2023	Payment	23558665	Bacs	-3401.05	TC Harrison JCB
HAR003	24/08/2023	Payment	305172	Bacs	-137.98	Hargrave Agriculture
HIL002	24/08/2023	Payment	171874	Bacs	-102.60	Charles H Hill Ltd
HUW001	24/08/2023	Payment	IE993260	Bacs	-105.73	Huws Gray (Buildbase)
IRE001	24/08/2023	Payment	229434	Bacs	-3222.14	Irelands Farm Machinery Ltd
LAR001	24/08/2023	Payment	75712	Bacs	-165.24	Ray Larrington Hydraulics
LIN002	24/08/2023	Payment	2004367537	Bacs	-270.22	Lincolnshire C C Pension Fund
LIN018	24/08/2023	Payment	INV-6387	Bacs	-240.00	SDG Access Limited
MAS001	24/08/2023	Payment	ESI002884	Bacs	-174.00	Mastenbroek Environmental Ltd
PHI003	24/08/2023	Payment	0000178211	Bacs	-246.60	Phillips Animal Health Ltd
PKF001	24/08/2023	Payment	SB20230552	Bacs	-3528.00	PKF Littlejohn LLP
SHI001	24/08/2023	Payment	IN44610	Bacs	-242.40	Shire Toilet Hire Ltd
TRA006	24/08/2023	Payment	1403242615	Bacs	-60.03	Trade UK
ZEN001	24/08/2023	Payment	12845933	Bacs	-30.00	ESS Safeforce
NAT004	27/08/2023	Payment	P05	Direct Deb	-68.95	Natwest
NAT004	27/08/2023	Payment	P05	Direct Deb	-3.85	Natwest
BAR005	27/08/2023	Payment	P05	Direct Deb	-12.88	Barclaycard Merchant Services
BAR005	27/08/2023	Payment	P05	Direct Deb	-12.88	Barclaycard Merchant Services

Account	Date	Type	Ref 1	Ref 2	Value	Details
PAY001	27/08/2023	Payment	P05	Direct Deb	-13.20	takepayments Limited
TOM002	27/08/2023	Payment	P05	Direct Deb	-198.56	TomTom
WOL001	27/08/2023	Payment	P05	Direct Deb	-32977.46	Woldmarsh Producers Ltd
BRI001	27/08/2023	Payment	P05	Direct Deb	-656.61	British Telecom
Total Payments					-209576.03	
Total Discounts						
Total Adjustments						
Total Refunds						
Total					-209576.03	

Payments

Bacs	-175633.64	Cheque	Direct Deb	-33942.39	Chargecard
Bulk Bacs					

Adjustments

Disc	Contra SL
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Refunds

Refund



 Chief Executive



 Finance & Admin Director

Purchase Ledger Payments & Adjustments

Account	Date	Type	Ref 1	Ref 2	Value	Details
AMA001	07/09/2023	Payment	INV-GB-832352595-20	Bacs	-14.98	Amazon Business EU
ANG105	07/09/2023	Payment	12461756	Bacs	-30.05	Anglian Water (Wyberton Marsh)
BOS002	07/09/2023	Payment	31372	Bacs	-744.00	Boston Commercial Cleaners Ltd
BOS014	07/09/2023	Payment	40003005	Bacs	-3751.89	Boston Borough Council (Other)
CEF001	07/09/2023	Payment	BOS/348564	Bacs	-55.80	CEF (Boston)
COP002	07/09/2023	Payment	INV-57978	Bacs	-138.55	Cope Safety Management Ltd.
CRA002	07/09/2023	Payment	136405	Bacs	-6.08	Robert H Crawford & Son
CRP001	07/09/2023	Payment	BSIDBWINDOWS25/08/23	Bacs	-80.00	C & R Property Services
ESS001	07/09/2023	Payment	3704	Bacs	-263.27	Essential Supplies Lincs
HAR001	07/09/2023	Payment	23558997	Bacs	-3201.00	TC Harrison JCB
HBP001	07/09/2023	Payment	SIN062823	Bacs	-10333.60	HBP Systems Ltd
HGV001	07/09/2023	Payment	VBCV390580	Bacs	-145.14	Alliance Automotive T/A CV Com
INL001	07/09/2023	Payment	2023-P05	Bacs	-24139.48	HM Revenue & Customs
IRE001	07/09/2023	Payment	229618	Bacs	-3457.47	Irelands Farm Machinery Ltd
LIN002	07/09/2023	Payment	2023-P05	Bacs	-23329.13	Lincolnshire C C Pension Fund
LIN007	07/09/2023	Payment	AGM 2023	Bacs	-212.00	Lincs ADA
LIN024	07/09/2023	Payment	2004367447	Bacs	-1303.00	Lincolnshire County Council
MOT001	07/09/2023	Payment	BTT211271	Bacs	-130.93	Motor Parts Direct Limited
NFU001	07/09/2023	Payment	0013006680	Bacs	-603.68	NFU Insurance
REC001	07/09/2023	Payment	13469	Bacs	-294.00	Recon Survey and Safety Ltd
ROS001	07/09/2023	Payment	00033112	Bacs	-2.64	Rossendales Ltd
ROY001	07/09/2023	Payment	239546	Bacs	-636.00	Roythomes LLP
SIL001	07/09/2023	Payment	IN594259	Bacs	-28.13	Silt Side Services Ltd
TFM001	07/09/2023	Payment	280045	Bacs	-108.29	TFM Supplies
TMC001	07/09/2023	Payment	24417	Bacs	-111.50	TMC Lifting
TRA006	07/09/2023	Payment	1410316408	Bacs	-235.20	Trade UK
WAR003	07/09/2023	Payment	512	Bacs	-1076.40	Roger Wardle Consultancy

Account	Date	Type	Ref 1	Ref 2	Value	Details
WIT001	07/09/2023	Payment	INV05009	Bacs	-1501.50	Witham Fourth IDB
WIT002	07/09/2023	Payment	INV/2023/08/0904	Bacs	-421.84	Witham Oil & Paint
WOO001	07/09/2023	Payment	986242	Bacs	-169.35	WBM Office Solutions Limited
ZEN001	07/09/2023	Payment	12877506	Bacs	-680.00	ESS Safeforce
AMA001	21/09/2023	Payment	INV-GB-1358390155-20	Bacs	-17.89	Amazon Business EU
BUS002	21/09/2023	Payment	BO214575	Bacs	-83.55	B A Bush & Sons Ltd
CAM003	21/09/2023	Payment	103	Bacs	-150.00	D Campbell
CEF001	21/09/2023	Payment	BOS/350025	Bacs	-147.60	CEF (Boston)
CHE001	21/09/2023	Payment	183337	Bacs	-1372.80	Chevron Traffic Management Ltd
CRA004	21/09/2023	Payment	23774	Bacs	-29.45	Craftwork Engineering Ltd
ESS001	21/09/2023	Payment	3780	Bacs	-89.64	Essential Supplies Lincs
GLE001	21/09/2023	Payment	62868	Bacs	-270.00	Glen Farrow UK Ltd
HBP001	21/09/2023	Payment	SIN063022	Bacs	-954.00	HBP Systems Ltd
IRE001	21/09/2023	Payment	229719	Bacs	-1532.74	Irelands Farm Machinery Ltd
JOE001	21/09/2023	Payment	40406	Bacs	-480.00	Joe Turner (Equipment) Ltd
KWM001	21/09/2023	Payment	14793	Bacs	-65.76	K & W Mechanical Services Ltd
LAR001	21/09/2023	Payment	75880	Bacs	-83.52	Ray Larrington Hydraulics
MIL002	21/09/2023	Payment	MTI-59392	Bacs	-596.40	Mill Tyres
MOT001	21/09/2023	Payment	BTT211988	Bacs	-27.60	Motor Parts Direct Limited
PET003	21/09/2023	Payment	10247	Bacs	-425.90	Peter Smith Commercials Ltd
SIL001	21/09/2023	Payment	IN595577	Bacs	-30.52	Silt Side Services Ltd
TRA002	21/09/2023	Payment	9146 AJJ687	Bacs	-58.13	Travis Perkins Trading Co Ltd.
TRA006	21/09/2023	Payment	1414070055	Bacs	-85.55	Trade UK
WEL004	21/09/2023	Payment	3675	Bacs	-9501.60	Wells Plant Hire
ASS003	27/09/2023	Payment	0004963264	Bacs	-132.00	Association of Accounting Tech
NFU001	27/09/2023	Payment	1158310532/2	Bacs	-93659.09	NFU Insurance
EVE002	24/09/2023	Payment	P06	Direct Deb	-1183.98	Everything Everywhere
BOS001	24/09/2023	Payment	P06	Direct Deb	-2739.00	Boston Borough Council (Rates)
NAT004	24/09/2023	Payment	P06	Direct Deb	-44.48	Natwest
NAT004	24/09/2023	Payment	P08	Direct Deb	-5.25	Natwest
BAR005	24/09/2023	Payment	P06	Direct Deb	-22.67	Barclaycard Merchant Services
BAR005	24/09/2023	Payment	P06	Direct Deb	-12.88	Barclaycard Merchant Services
TOM002	24/09/2023	Payment	P06	Direct Deb	-198.56	TomTom

Account	Date	Type	Ref 1	Ref 2	Value	Details
PIT001	24/09/2023	Payment	P06	Direct Deb	-409.60	Pitney Bowes Ltd
PAY001	24/09/2023	Payment	P06	Direct Deb	-13.20	takepayments Limited
BRI001	24/09/2023	Payment	P06	Direct Deb	-656.61	British Telecom
WOL001	24/09/2023	Payment	P06	Direct Deb	-36117.92	Woldmarsh Producers Ltd
BRI001	24/09/2023	Refund	P06 Corr.	Refund	656.61	British Telecom
Total Payments					-228360.77	
Total Discounts						
Total Adjustments						
Total Refunds					656.61	
Total					-227704.16	

Payments

Bacs	-186958.64	Cheque	Direct Deb	-41402.13	Chargecard
Bulk Bacs					

Adjustments


Disc	Contra SL
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Refunds

Refund	656.61
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 Chief Executive



 Finance & Admin Director

Purchase Ledger Payments & Adjustments

Account	Date	Type	Ref 1	Ref 2	Value	Details
AMA001	12/10/2023	Payment	INV-GB-130405491-202	Bacs	-258.98	Amazon Business EU
ANG101	12/10/2023	Payment	12618595	Bacs	-205.11	Anglian Water (Swineshead HQ)
BLU001	12/10/2023	Payment	33556	Bacs	-111.00	Blue Line Trailers
BOS002	12/10/2023	Payment	31419	Bacs	-930.00	Boston Commercial Cleaners Ltd
BUR007	12/10/2023	Payment	D03898	Bacs	-114.16	Ben Burgess Swineshead
CEF001	12/10/2023	Payment	BOS/350425	Bacs	-134.64	CEF (Boston)
CHA002	12/10/2023	Payment	Members Travel 22/23	Bacs	-1210.95	Chairmans account
CHE001	12/10/2023	Payment	188854	Bacs	-718.80	Chevron Traffic Management Ltd
COP002	12/10/2023	Payment	INV-58177	Bacs	-138.55	Cope Safety Management Ltd.
COU003	12/10/2023	Payment	INV-2018	Bacs	-172.80	A Country Kitchen
CRA004	12/10/2023	Payment	23960	Bacs	-181.51	Craftwork Engineering Ltd
CRO001	12/10/2023	Payment	8209988612	Bacs	-15.60	Crown Decorating Centres
CRP001	12/10/2023	Payment	BSIDBWINDOWS28/09/23	Bacs	-40.00	C & R Property Services
DUN001	12/10/2023	Payment	2975	Bacs	-149.04	Dunmore's Catering
ESS001	12/10/2023	Payment	3970	Bacs	-553.27	Essential Supplies Lincs
EVA001	12/10/2023	Payment	IDB086	Bacs	-770.00	Noel Evans Window Cleaning
FOV001	12/10/2023	Payment	SINV00085975	Bacs	-54.56	Fovia Office
GLE001	12/10/2023	Payment	CN-0116	Bacs	-411.98	Glen Farrow UK Ltd
GRA002	12/10/2023	Payment	S 8946	Bacs	-1020.67	Grays of Holbeach Ltd
HIL002	12/10/2023	Payment	172752	Bacs	-92.97	Charles H Hill Ltd
IDS001	12/10/2023	Payment	51468	Bacs	-417.65	ID Specialist Machinery
INL001	12/10/2023	Payment	2023-P06	Bacs	-38225.06	HM Revenue & Customs
INT002	12/10/2023	Payment	6286	Bacs	-328.86	InterLec
IRE001	12/10/2023	Payment	229975	Bacs	-10261.60	Irelands Farm Machinery Ltd
LIN002	12/10/2023	Payment	2023-P06	Bacs	-32989.33	Lincolnshire C C Pension Fund
MOR006	12/10/2023	Payment	719	Bacs	-2034.00	Morley Agriculture
MOT001	12/10/2023	Payment	BTT212678	Bacs	-26.82	Motor Parts Direct Limited

Account	Date	Type	Ref 1	Ref 2	Value	Details
NFU003	12/10/2023	Payment	QU10E(23/24)	Bacs	-351.60	NFU Subscription
OVI001	12/10/2023	Payment	38257	Bacs	-30240.00	Ovivo UK Ltd
REC001	12/10/2023	Payment	13740	Bacs	-24822.00	Recon Survey and Safety Ltd
ROS001	12/10/2023	Payment	00033254	Bacs	-5.29	Rossendales Ltd
SHA006	12/10/2023	Payment	1199	Bacs	-7920.60	L A Sharpe Ltd
STA005	12/10/2023	Payment	21167	Bacs	-300.00	Stark Connect Ltd
TFM001	12/10/2023	Payment	280709	Bacs	-419.96	TFM Supplies
TRA006	12/10/2023	Payment	1419062913	Bacs	-55.91	Trade UK
WEL004	12/10/2023	Payment	3682	Bacs	-3951.60	Wells Plant Hire
WIT002	12/10/2023	Payment	INV/2023/10/0289	Bacs	-2220.00	Witham Oil & Paint
WOO001	12/10/2023	Payment	986449	Bacs	-357.84	WBM Office Solutions Limited
ALL005	26/10/2023	Payment	INV-7502	Bacs	-1620.00	Allenby Training Services Ltd
AMA001	26/10/2023	Payment	INV-GB-159467581-202	Bacs	-13.95	Amazon Business EU
ANG103	26/10/2023	Payment	12629046	Bacs	-17.51	Anglian Water (Black Hole PS)
BAR008	26/10/2023	Payment	043966	Bacs	-4116.00	Barhale Ltd
CHI002	26/10/2023	Payment	216669	Bacs	-53.29	Chisleths Ltd
COU002	26/10/2023	Payment	970023513	Bacs	-3240.00	Coulstock & Place Eng Co. Ltd
CRO001	26/10/2023	Payment	8210080625	Bacs	-94.36	Crown Decorating Centres
ENV001	26/10/2023	Payment	EST000010216A	Bacs	-90.00	Environment Agency
HAR001	26/10/2023	Payment	23198921	Bacs	-673.78	TC Harrison JCB
HGV001	26/10/2023	Payment	VBCV397134	Bacs	-118.54	Alliance Automotive T/A CV Com
IRE001	26/10/2023	Payment	230133	Bacs	-286.56	Irelands Farm Machinery Ltd
LAR001	26/10/2023	Payment	76073	Bacs	-185.95	Ray Larrington Hydraulics
PEO001	26/10/2023	Payment	CI35029	Bacs	-264.60	Rocksure Systems T/APeoplesaf
PER003	26/10/2023	Payment	28950	Bacs	-25375.35	Perfect Circle JV Ltd
ROS001	26/10/2023	Payment	00033254	Bacs	-5.29	Rossendales Ltd
SIL001	26/10/2023	Payment	IN596550	Bacs	-78.19	Silt Side Services Ltd
STA004	26/10/2023	Payment	1085593977	Bacs	-260.72	Stannah
TMC001	26/10/2023	Payment	24571	Bacs	-59.24	TMC Lifting
TRA006	26/10/2023	Payment	1425243061	Bacs	-47.73	Trade UK
WEL004	26/10/2023	Payment	3696	Bacs	-12596.40	Wells Plant Hire

Account	Date	Type	Ref 1	Ref 2	Value	Details
				Total Payments	-211410.17	
				Total Discounts		
				Total Adjustments		
				Total Refunds		
				Total	-211410.17	

Payments

Bacs	-211410.17	Cheque		Direct Deb		Chargecard
Bulk Bacs						

Adjustments


Disc		Contra SL				
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Refunds

Refund						
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Chief Executive



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Finance & Admin Director

Woldmarsh Invoice May 2023

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate	
Npower Ltd	-135.02	-6.75	-141.77	2003	2023	01/11/2022	25/11/2022	Estimate
Npower Ltd	-231.11	-11.56	-242.67	2003	2019	01/11/2022	25/11/2022	Actual
Npower Ltd	-153.88	-7.69	-161.57	2003	2026	01/11/2022	25/11/2022	Actual
Npower Ltd	-105.40	-5.27	-110.67	2003	2029	01/11/2022	25/11/2022	Actual
Npower Ltd	-501.81	-25.09	-526.90	2003	2002	01/11/2022	25/11/2022	Actual
Npower Ltd	-277.40	-13.87	-291.27	2003	2001	01/11/2022	25/11/2022	Actual
Npower Ltd	-143.02	-7.15	-150.17	2003	2031	01/11/2022	25/11/2022	Actual
Npower Ltd	-225.88	-11.29	-237.17	2003	2024	01/11/2022	25/11/2022	Actual
Npower Ltd	-225.25	-11.26	-236.51	2003	2014	01/11/2022	25/11/2022	Actual
Npower Ltd	-526.35	-26.32	-552.67	2003	2025	01/11/2022	25/11/2022	Actual
Npower Ltd	-1821.66	-364.33	-2185.99	2003	5001	01/11/2022	25/11/2022	Estimate
Npower Ltd	-335.49	-16.77	-352.26	2003	2033	01/11/2022	25/11/2022	Actual
Npower Ltd	-371.24	-18.56	-389.80	2003	2027	01/11/2022	25/11/2022	Actual
Npower Ltd	-90.70	-4.54	-95.24	2003	2034	01/11/2022	25/11/2022	Actual
Npower Ltd	-269.01	-13.45	-282.46	2003	2015	01/11/2022	25/11/2022	Actual
Npower Ltd	-116.29	-5.81	-122.10	2003	2008	01/11/2022	25/11/2022	Actual
Npower Ltd	299.10	89.82	388.92	2003	2019	26/12/2022	25/01/2023	Actual
Npower Ltd	9.31	7.97	17.28	2003	2023	26/12/2022	25/01/2023	Actual
Npower Ltd	568.77	143.75	712.52	2003	2027	26/12/2022	25/01/2023	Actual
Npower Ltd	1867.65	369.92	2237.57	2003	2004	26/03/2023	25/04/2023	H/H
Npower Ltd	710.84	142.17	853.01	2003	2013	26/03/2023	25/04/2023	H/H
Npower Ltd	1820.41	364.08	2184.49	2003	2030	26/03/2023	25/04/2023	H/H
Npower Ltd	1052.72	21.09	1073.81	2003	2005	26/03/2023	25/04/2023	H/H
Npower Ltd	2695.46	539.09	3234.55	2003	2006	26/03/2023	25/04/2023	H/H
Npower Ltd	665.26	21.87	687.13	2003	2009	26/03/2023	25/04/2023	H/H
Npower Ltd	1319.67	260.33	1580.00	2003	2010	26/03/2023	25/04/2023	H/H
Npower Ltd	2345.44	469.09	2814.53	2003	2011	26/03/2023	25/04/2023	H/H
Npower Ltd	2152.74	430.55	2583.29	2003	2028	26/03/2023	25/04/2023	H/H
Npower Ltd	2073.71	414.74	2488.45	2003	2021/2022	26/03/2023	25/04/2023	H/H
Npower Ltd	1387.63	84.01	1471.64	2003	2032	26/03/2023	25/04/2023	H/H
Npower Ltd	1296.63	54.23	1350.86	2003	2012	26/03/2023	25/04/2023	H/H
Npower Ltd	406.69	24.96	431.65	2003	2016	26/03/2023	25/04/2023	H/H
Npower Ltd	1569.43	313.89	1883.32	2003	2018	26/03/2023	25/04/2023	H/H
Npower Ltd	407.86	25.02	432.88	2003	2017	26/03/2023	25/04/2023	H/H
Npower Ltd	672.25	134.45	806.70	2003	2003	26/03/2023	25/04/2023	H/H
Npower Ltd	2114.10	422.82	2536.92	2003	2007	26/03/2023	25/04/2023	H/H
Npower Ltd	641.92	42.44	684.36	2003	2020	01/04/2023	30/04/2023	H/H
Npower Ltd	57.92	3.08	61.00	2003	2002	26/03/2023	25/04/2023	Actual
Npower Ltd	371.74	73.72	445.46	2003	2008	26/03/2023	25/04/2023	Actual
Npower Ltd	769.90	153.15	923.05	2003	2014	26/03/2023	25/04/2023	Actual
Npower Ltd	126.02	6.47	132.49	2003	2019	26/03/2023	25/04/2023	Actual
Npower Ltd	86.77	4.34	91.11	2003	2023	26/03/2023	25/04/2023	Actual
Npower Ltd	135.65	7.85	143.50	2003	2024	26/03/2023	25/04/2023	Actual
Npower Ltd	752.49	149.52	902.01	2003	2025	26/03/2023	25/04/2023	Actual
Npower Ltd	114.08	5.70	119.78	2003	2026	26/03/2023	25/04/2023	Actual
Npower Ltd	398.91	78.64	477.55	2003	2027	26/03/2023	25/04/2023	Actual
Npower Ltd	60.32	3.02	63.34	2003	2029	26/03/2023	25/04/2023	Actual
Npower Ltd	95.96	5.64	101.60	2003	2031	26/03/2023	25/04/2023	Actual
Npower Ltd	204.32	11.04	215.36	2003	2033	26/03/2023	25/04/2023	Actual
Npower Ltd	66.69	3.33	70.02	2003	2034	26/03/2023	25/04/2023	Actual
Npower Ltd	113.96	5.70	119.66	2003	2001	26/03/2023	25/04/2023	Actual
Npower Ltd	840.51	167.18	1007.69	2003	2015	26/03/2023	25/04/2023	Actual
Npower Ltd	877.00	175.40	1052.40	2003	5001	26/03/2023	25/04/2023	Actual
Npower Ltd	611.30	167.79	779.09	2003	2003	26/02/2023	25/03/2023	H/H
UK Fuels Ltd	59.07	11.81	70.88	5006	9115			
UK Fuels Ltd	7.74	1.55	9.29	5006	1138			
UK Fuels Ltd	69.15	13.83	82.98	5006	9113			
UK Fuels Ltd	192.72	38.55	231.27	5006	9120			
UK Fuels Ltd	47.84	9.57	57.41	5006	9125			
UK Fuels Ltd	55.66	11.13	66.79	5006	9118			
UK Fuels Ltd	20.00	4.00	24.00	5006	9114			
UK Fuels Ltd	60.30	12.06	72.36	5006	9114			
UK Fuels Ltd	59.59	11.91	71.50	5006	9115			
UK Fuels Ltd	62.15	12.43	74.58	5006	9113			
UK Fuels Ltd	96.83	19.37	116.20	5006	9120			
UK Fuels Ltd	111.20	22.24	133.44	5006	9120			
UK Fuels Ltd	62.19	12.44	74.63	5006	9125			
UK Fuels Ltd	70.68	14.14	84.82	5006	9118			
UK Fuels Ltd	57.73	11.55	69.28	5006	9115			
UK Fuels Ltd	66.12	13.22	79.34	5006	9113			
UK Fuels Ltd	65.46	13.09	78.55	5006	9114			
UK Fuels Ltd	60.73	12.15	72.88	5006	9115			
UK Fuels Ltd	56.43	11.29	67.72	5006	9113			
UK Fuels Ltd	187.07	37.42	224.49	5006	9120			
UK Fuels Ltd	194.55	38.91	233.46	5006	9120			
UK Fuels Ltd	60.68	12.14	72.82	5006	9125			
UK Fuels Ltd	59.28	11.86	71.14	5006	9118			
UK Fuels Ltd	55.12	11.02	66.14	5006	9115			
UK Fuels Ltd	46.55	9.31	55.86	5006	9113			
UK Fuels Ltd	42.91	8.58	51.49	5006	1245			
Yu Energy	370.40	18.52	388.92	2004	5001			
Huws Gray Ltd	2616.94	523.39	3140.33	5104	2010			
£ 31,146.71				£ 5,775.63	£ 36,922.34			

Supplier	Net	VAT	Gross
Npower Ltd	26231.62	4848.15	31079.77
UK Fuels Ltd	1927.75	385.57	2313.32
Yu Energy	370.40	18.52	388.92
Huws Gray Ltd	2616.94	523.39	3140.33

Woldmarsh Invoice June 2023

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate	
B A Bush & Son Ltd	363.50	72.70	436.20	5001	9058			
Npower Ltd	2114.10	422.82	2536.92	2003	2007	26/03/2023	25/04/2023	H/H
Npower Ltd	-1867.65	-369.92	-2237.57	2003	2004	26/03/2023	25/04/2023	H/H
Npower Ltd	-710.84	-142.17	-853.01	2003	2013	26/03/2023	25/04/2023	H/H
Npower Ltd	-1820.41	-364.08	-2184.49	2003	2030	26/03/2023	25/04/2023	H/H
Npower Ltd	-1052.72	-21.09	-1073.81	2003	2005	26/03/2023	25/04/2023	H/H
Npower Ltd	-2695.46	-539.09	-3234.55	2003	2006	26/03/2023	25/04/2023	H/H
Npower Ltd	-665.26	-21.87	-687.13	2003	2009	26/03/2023	25/04/2023	H/H
Npower Ltd	-1319.67	-260.33	-1580.00	2003	2010	26/03/2023	25/04/2023	H/H
Npower Ltd	-2345.44	-469.09	-2814.53	2003	2011	26/03/2023	25/04/2023	H/H
Npower Ltd	-2152.74	-430.55	-2583.29	2003	2028	26/03/2023	25/04/2023	H/H
Npower Ltd	-2073.71	-414.74	-2488.45	2003	2021/2022	26/03/2023	25/04/2023	H/H
Npower Ltd	-1387.63	-84.01	-1471.64	2003	2032	26/03/2023	25/04/2023	H/H
Npower Ltd	-1296.63	-54.23	-1350.86	2003	2012	26/03/2023	25/04/2023	H/H
Npower Ltd	-406.69	-24.96	-431.65	2003	2016	26/03/2023	25/04/2023	H/H
Npower Ltd	-1569.43	-313.89	-1883.32	2003	2018	26/03/2023	25/04/2023	H/H
Npower Ltd	-407.86	-25.02	-432.88	2003	2017	26/03/2023	25/04/2023	H/H
Npower Ltd	-672.25	-134.45	-806.70	2003	2003	26/03/2023	25/04/2023	H/H
Npower Ltd	-2114.10	-422.82	-2536.92	2003	2007	26/03/2023	25/04/2023	H/H
Npower Ltd	-641.92	-42.44	-684.36	2003	2020	01/04/2023	30/04/2023	H/H
Npower Ltd	-921.45	-184.29	-1105.74	2003	5001	26/04/2023	25/05/2023	Estimate
Npower Ltd	2444.77	488.95	2933.72	2003	2006	26/04/2023	25/05/2023	H/H
Npower Ltd	538.63	27.08	565.71	2003	2009	26/04/2023	25/05/2023	H/H
Npower Ltd	1316.23	263.25	1579.48	2003	2010	26/04/2023	25/05/2023	H/H
Npower Ltd	1149.18	57.61	1206.79	2003	2032	26/04/2023	25/05/2023	H/H
Npower Ltd	430.14	23.59	453.73	2003	2003	26/04/2023	25/05/2023	H/H
Npower Ltd	1161.00	58.20	1219.20	2003	2012	26/04/2023	25/05/2023	H/H
Npower Ltd	1130.69	226.14	1356.83	2003	2007	26/04/2023	25/05/2023	H/H
Npower Ltd	491.40	97.68	589.08	2003	2003	26/03/2023	25/04/2023	H/H
Npower Ltd	1185.86	80.01	1265.87	2003	2032	26/03/2023	25/04/2023	H/H
Npower Ltd	2030.80	406.16	2436.96	2003	2011	26/03/2023	25/04/2023	H/H
Npower Ltd	411.80	26.37	438.17	2003	2017	26/03/2023	25/04/2023	H/H
Npower Ltd	1186.81	237.37	1424.18	2003	2030	26/03/2023	25/04/2023	H/H
Npower Ltd	404.61	25.65	430.26	2003	2016	26/03/2023	25/04/2023	H/H
Npower Ltd	1055.95	206.77	1262.72	2003	2010	26/03/2023	25/04/2023	H/H
Npower Ltd	743.04	148.27	891.31	2003	2018	26/03/2023	25/04/2023	H/H
Npower Ltd	1217.73	51.48	1269.21	2003	2012	26/03/2023	25/04/2023	H/H
Npower Ltd	1445.02	284.67	1729.69	2003	2004	26/03/2023	25/04/2023	H/H
Npower Ltd	997.26	198.93	1196.19	2003	2007	26/03/2023	25/04/2023	H/H
Npower Ltd	1123.39	56.32	1179.71	2003	2005	26/04/2023	25/05/2023	H/H
Npower Ltd	540.45	107.21	647.66	2003	2013	26/03/2023	25/04/2023	H/H
Npower Ltd	675.72	135.14	810.86	2003	2018	26/04/2023	25/05/2023	H/H
Npower Ltd	1460.45	292.09	1752.54	2003	2030	26/04/2023	25/05/2023	H/H
Npower Ltd	2142.69	428.54	2571.23	2003	2028	26/04/2023	25/05/2023	H/H
Npower Ltd	1891.35	378.27	2269.62	2003	2011	26/04/2023	25/05/2023	H/H
Npower Ltd	310.27	15.66	325.93	2003	2017	26/04/2023	25/05/2023	H/H
Npower Ltd	1734.13	346.83	2080.96	2003	2028	26/03/2023	25/04/2023	H/H
Npower Ltd	1754.01	350.82	2104.83	2003	2006	26/03/2023	25/04/2023	H/H
Npower Ltd	506.57	35.68	542.25	2003	2020	01/04/2023	30/04/2023	H/H
Npower Ltd	1546.38	309.28	1855.66	2003	2021/2022	26/03/2023	25/04/2023	H/H
Npower Ltd	977.02	30.72	1007.74	2003	2005	26/03/2023	25/04/2023	H/H
Npower Ltd	540.61	20.18	560.79	2003	2009	26/03/2023	25/04/2023	H/H
Npower Ltd	456.43	91.29	547.72	2003	5001	26/04/2023	25/05/2023	Estimate
Npower Ltd	63.58	3.73	67.31	2003	2002	26/04/2023	25/05/2023	Actual
Npower Ltd	192.12	8.88	201.00	2003	2008	26/04/2023	25/05/2023	Actual
Npower Ltd	524.26	104.92	629.18	2003	2014	26/04/2023	25/05/2023	Actual
Npower Ltd	118.48	5.94	124.42	2003	2019	26/04/2023	25/05/2023	Actual
Npower Ltd	83.47	4.17	87.64	2003	2023	26/04/2023	25/05/2023	Actual
Npower Ltd	114.94	5.76	120.70	2003	2024	26/04/2023	25/05/2023	Actual
Npower Ltd	511.16	100.03	611.19	2003	2025	26/04/2023	25/05/2023	Actual
Npower Ltd	83.22	4.16	87.38	2003	2026	26/04/2023	25/05/2023	Estimate
Npower Ltd	249.49	12.85	262.34	2003	2027	26/04/2023	25/05/2023	Actual
Npower Ltd	47.74	2.39	50.13	2003	2029	26/04/2023	25/05/2023	Actual
Npower Ltd	86.03	4.45	90.48	2003	2031	26/04/2023	25/05/2023	Actual
Npower Ltd	125.01	6.33	131.34	2003	2033	26/04/2023	25/05/2023	Actual
Npower Ltd	67.94	3.40	71.34	2003	2034	26/04/2023	25/05/2023	Actual
Npower Ltd	83.27	4.16	87.43	2003	2001	26/04/2023	25/05/2023	Actual
Npower Ltd	454.90	92.53	547.43	2003	2015	26/04/2023	25/05/2023	Actual
Npower Ltd	921.45	184.29	1105.74	2003	5001	26/04/2023	25/05/2023	Estimate
Npower Ltd	541.19	26.53	567.72	2003	2013	26/04/2023	25/05/2023	H/H
Npower Ltd	1229.14	56.22	1285.36	2003	2021/2022	26/04/2023	25/05/2023	H/H
Npower Ltd	1132.38	54.43	1186.81	2003	2004	26/04/2023	25/05/2023	H/H
Npower Ltd	328.26	16.91	345.17	2003	2020	01/05/2023	31/05/2023	H/H
Rix Petroleum Ltd	4547.20	909.44	5456.64	5006	C001			
UK Fuels Ltd	62.53	12.51	75.04	5006	9114			
UK Fuels Ltd	51.67	10.33	62.00	5006	9113			
UK Fuels Ltd	199.72	39.93	239.65	5006	9120			
UK Fuels Ltd	70.49	14.10	84.59	5006	9125			
UK Fuels Ltd	54.25	10.85	65.10	5006	9118			
UK Fuels Ltd	20.01	4.00	24.01	5006	9114			
UK Fuels Ltd	62.01	12.40	74.41	5006	9115			
UK Fuels Ltd	51.09	10.22	61.31	5006	9113			
UK Fuels Ltd	136.83	27.36	164.19	5006	9120			
UK Fuels Ltd	42.20	8.44	50.64	5006	1245			
UK Fuels Ltd	7.55	1.51	9.06	5006	9069			
UK Fuels Ltd	67.23	13.45	80.68	5006	9117			
UK Fuels Ltd	63.23	12.65	75.88	5006	9114			
UK Fuels Ltd	58.15	11.63	69.78	5006	9115			
UK Fuels Ltd	61.48	12.30	73.78	5006	9113			
UK Fuels Ltd	57.93	11.59	69.52	5006	9113			
UK Fuels Ltd	68.72	13.75	82.47	5006	9120			
UK Fuels Ltd	111.12	22.22	133.34	5006	9120			
UK Fuels Ltd	8.30	1.66	9.96	5006	9069			
UK Fuels Ltd	69.04	13.81	82.85	5006	9125			
UK Fuels Ltd	8.30	1.66	9.96	5006	9069			
UK Fuels Ltd	70.15	14.03	84.18	5006	9118			
UK Fuels Ltd	49.04	9.81	58.85	5006	9114			
UK Fuels Ltd	49.46	9.89	59.35	5006	9115			
UK Fuels Ltd	57.14	11.43	68.57	5006	9113			
UK Fuels Ltd	111.64	22.33	133.97	5006	9120			
UK Fuels Ltd	79.21	15.84	95.05	5006	9120			
UK Fuels Ltd	8.30	1.66	9.96	5006	9069			
UK Fuels Ltd	77.26	15.45	92.71	5006	1245			
UK Fuels Ltd	55.01	11.00	66.01	5006	9125			
Yu Energy	271.77	13.59	285.36	2004	5001			
	£ 25,022.19	£ 3,685.61	£ 28,707.80					

Supplier	Net	VAT	Gross
B A Bush & Son Ltd	363.50	72.70	436.20
Npower Ltd	17950.66	2312.07	20262.73
Rix Petroleum Ltd	4547.20	909.44	5456.64
UK Fuels Ltd	1889.06	377.81	2266.87
Yu Energy	271.77	13.59	285.36

Woldmarsh Invoice July 2023

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate	
Woldmarsh	984.91	196.98	1181.89	C001				
Arraquip Ltd	246.66	49.33	295.99	5104	1138			
Arraquip Ltd	395.12	79.02	474.14	5104	1138			
Arraquip Ltd	990.00	198.00	1188.00	5104	1138			
Breedon Southern Ltd	537.92	107.58	645.50	C001				
Cromwell Group	314.40	62.88	377.28	5104	2050			
Noxdown Ltd	237.80	47.56	285.36	C001				
Npower Ltd	-739.74	-147.95	-887.69	2003	5001	26/05/2023	25/06/2023	Actual
Npower Ltd	1282.77	64.29	1347.06	2003	2004	26/05/2023	25/06/2023	H/H
Npower Ltd	505.74	25.63	531.37	2003	2009	26/05/2023	25/06/2023	H/H
Npower Ltd	1146.26	62.23	1208.49	2003	2010	26/05/2023	25/06/2023	H/H
Npower Ltd	1094.27	50.21	1144.48	2003	2005	26/05/2023	25/06/2023	H/H
Npower Ltd	1100.17	220.41	1320.58	2003	2030	26/05/2023	25/06/2023	H/H
Npower Ltd	495.05	24.75	519.80	2003	2013	26/05/2023	25/06/2023	H/H
Npower Ltd	1676.27	336.26	2012.53	2003	2028	26/05/2023	25/06/2023	H/H
Npower Ltd	294.89	14.99	309.88	2003	2017	26/05/2023	25/06/2023	H/H
Npower Ltd	1276.59	63.98	1340.57	2003	2021/2022	26/05/2023	25/06/2023	H/H
Npower Ltd	1173.64	60.46	1234.10	2003	2012	26/05/2023	25/06/2023	H/H
Npower Ltd	1104.84	53.47	1158.31	2003	2032	26/05/2023	25/06/2023	H/H
Npower Ltd	378.53	12.55	391.08	2003	2018	26/05/2023	25/06/2023	H/H
Npower Ltd	292.33	16.21	308.54	2003	2003	26/05/2023	25/06/2023	H/H
Npower Ltd	332.23	16.61	348.84	2003	2014	26/05/2023	25/06/2023	Estimate
Npower Ltd	213.71	10.69	224.40	2003	2008	26/05/2023	25/06/2023	Actual
Npower Ltd	125.63	6.28	131.91	2003	2019	26/05/2023	25/06/2023	Estimate
Npower Ltd	88.23	4.41	92.64	2003	2023	26/05/2023	25/06/2023	Actual
Npower Ltd	49.09	2.45	51.54	2003	2001	26/05/2023	25/06/2023	Actual
Npower Ltd	87.92	4.40	92.32	2003	2026	26/05/2023	25/06/2023	Actual/ Estimate
Npower Ltd	739.74	147.95	887.69	2003	5001	26/05/2023	25/06/2023	Actual
Npower Ltd	359.22	17.96	377.18	2003	2025	26/05/2023	25/06/2023	Actual
Npower Ltd	163.57	8.18	171.75	2003	2027	26/05/2023	25/06/2023	Actual
Npower Ltd	67.26	3.36	70.62	2003	2034	26/05/2023	25/06/2023	Actual
Npower Ltd	270.21	13.51	283.72	2003	2015	26/05/2023	25/06/2023	Actual
Npower Ltd	51.72	2.59	54.31	2003	2029	26/05/2023	25/06/2023	Estimate
Npower Ltd	339.63	17.13	356.76	2003	2020	01/06/2023	30/06/2023	H/H
Npower Ltd	244.43	12.24	256.67	2003	2016	26/04/2023	25/05/2023	H/H
Npower Ltd	499.64	99.93	599.57	2003	5001	26/05/2023	25/06/2023	Actual
Npower Ltd	1395.68	94.98	1490.66	2003	2006	26/05/2023	25/06/2023	H/H
Npower Ltd	1360.62	79.78	1440.40	2003	2011	26/05/2023	25/06/2023	H/H
Npower Ltd	-1285.19	-52.78	-1337.97	2003	2007	26/05/2023	25/06/2023	H/H
Npower Ltd	76.33	3.82	80.15	2003	2031	26/05/2023	25/06/2023	Actual
Npower Ltd	110.12	5.51	115.63	2003	2033	26/05/2023	25/06/2023	Actual
Npower Ltd	116.96	5.85	122.81	2003	2024	26/05/2023	25/06/2023	Estimate
Npower Ltd	54.26	2.71	56.97	2003	2002	26/05/2023	25/06/2023	Actual
Npower Ltd	274.91	13.89	288.80	2003	2016	26/05/2023	25/06/2023	H/H
Npower Ltd	591.16	29.71	620.87	2003	2007	26/06/2023	25/07/2023	H/H
Phillips Animal Health Ltd	180.45	36.09	216.54	4001	3006			
Tanvic Tyres Distributors Ltd	3520.00	704.00	4224.00	5001	9120			
UK Fuels Ltd	63.95	12.79	76.74	5006	9114			
UK Fuels Ltd	70.80	14.16	84.96	5006	9115			
UK Fuels Ltd	61.79	12.36	74.15	5006	9115			
UK Fuels Ltd	48.15	9.63	57.78	5006	9113			
UK Fuels Ltd	57.34	11.47	68.81	5006	9113			
UK Fuels Ltd	167.17	33.43	200.60	5006	9120			
UK Fuels Ltd	188.40	37.68	226.08	5006	9120			
UK Fuels Ltd	16.99	3.40	20.39	5006	9125			
UK Fuels Ltd	8.50	1.70	10.20	5006	9069			
UK Fuels Ltd	65.13	13.03	78.16	5006	9118			
UK Fuels Ltd	64.83	12.97	77.80	5006	9117			
UK Fuels Ltd	71.01	14.20	85.21	5006	9115			
UK Fuels Ltd	95.70	19.14	114.84	5006	1245			
UK Fuels Ltd	50.62	10.12	60.74	5006	9113			
UK Fuels Ltd	194.62	38.92	233.54	5006	9120			
UK Fuels Ltd	124.94	24.98	149.92	5006	9120			
UK Fuels Ltd	8.55	1.71	10.26	5006	9069			
UK Fuels Ltd	59.67	11.93	71.60	5006	9114			
UK Fuels Ltd	49.27	9.85	59.12	5006	9113			
UK Fuels Ltd	112.19	22.44	134.63	5006	9120			
UK Fuels Ltd	50.37	10.07	60.44	5006	9120			
UK Fuels Ltd	72.80	14.56	87.36	5006	9125			
UK Fuels Ltd	70.22	14.04	84.26	5006	9118			
UK Fuels Ltd	20.60	4.00	24.00	5006	9114			
UK Fuels Ltd	61.09	12.22	73.31	5006	9115			
UK Fuels Ltd	65.55	13.11	78.66	5006	9113			
UK Fuels Ltd	114.20	22.84	137.04	5006	9120			
UK Fuels Ltd	88.16	17.63	105.79	5006	9120			
UK Fuels Ltd	160.56	32.12	192.68	5006	9120			
UK Fuels Ltd	8.50	1.70	10.20	5006	9069			
UK Fuels Ltd	8.48	1.70	10.18	5006	9069			
UK Fuels Ltd	8.51	1.70	10.21	5006	9069			
Yu Energy	391.31	19.57	410.88	2004	5001			
Huws Gray Ltd	1742.40	348.48	2090.88	4001	1138			
	£ 29,257.72	£ 3,719.74	£ 32,977.46					

Supplier	Net	VAT	Gross
Woldmarsh	984.91	196.98	1181.89
Arraquip Ltd	1631.78	326.35	1958.13
Breedon Southern Ltd	537.92	107.58	645.50
Cromwell Group	314.40	62.88	377.28
Noxdown Ltd	237.80	47.56	285.36
Npower Ltd	17408.69	1408.65	18817.34
Phillips Animal Health Ltd	180.45	36.09	216.54
Tanvic Tyres Distributors Ltd	3520.00	704.00	4224.00
UK Fuels Ltd	2308.06	461.60	2769.66
Yu Energy	391.31	19.57	410.88
Huws Gray Ltd	1742.40	348.48	2090.88

Woldmarsh Invoice August 2023

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate	
H & L Services Ltd	43.99	8.80	52.79	3008	9117			
H & L Services Ltd	43.99	8.80	52.79	3008	9128			
Npower Ltd	1260.40	63.17	1323.57	2003	2004	26/06/2023	25/07/2023	H/H
Npower Ltd	484.03	24.20	508.23	2003	2013	26/06/2023	25/07/2023	H/H
Npower Ltd	1161.58	58.23	1219.81	2003	2005	26/06/2023	25/07/2023	H/H
Npower Ltd	1365.23	273.05	1638.28	2003	2006	26/06/2023	25/07/2023	H/H
Npower Ltd	517.96	26.05	544.01	2003	2009	26/06/2023	25/07/2023	H/H
Npower Ltd	1104.19	55.36	1159.55	2003	2010	26/06/2023	25/07/2023	H/H
Npower Ltd	1247.45	62.52	1309.97	2003	2011	26/06/2023	25/07/2023	H/H
Npower Ltd	1399.37	279.87	1679.24	2003	2028	26/06/2023	25/07/2023	H/H
Npower Ltd	1260.22	63.16	1323.38	2003	2021/2022	26/06/2023	25/07/2023	H/H
Npower Ltd	1160.30	58.17	1218.47	2003	2032	26/06/2023	25/07/2023	H/H
Npower Ltd	1190.32	59.67	1249.99	2003	2012	26/06/2023	25/07/2023	H/H
Npower Ltd	266.02	13.45	279.47	2003	2016	26/06/2023	25/07/2023	H/H
Npower Ltd	412.26	20.61	432.87	2003	2018	26/06/2023	25/07/2023	H/H
Npower Ltd	309.85	15.64	325.49	2003	2017	26/06/2023	25/07/2023	H/H
Npower Ltd	313.48	15.67	329.15	2003	2003	26/06/2023	25/07/2023	H/H
Npower Ltd	583.49	116.70	700.19	2003	5001	26/06/2023	25/07/2023	Actual
Npower Ltd	348.60	17.58	366.18	2003	2020	01/07/2023	31/07/2023	H/H
Npower Ltd	52.74	2.64	55.38	2003	2002	26/06/2023	25/07/2023	Actual
Npower Ltd	324.15	17.08	341.23	2003	2014	26/06/2023	25/07/2023	Actual
Npower Ltd	239.55	12.25	251.80	2003	2008	26/06/2023	25/07/2023	Actual
Npower Ltd	121.53	6.08	127.61	2003	2019	26/06/2023	25/07/2023	Actual
Npower Ltd	84.57	4.23	88.80	2003	2023	26/06/2023	25/07/2023	Estimate
Npower Ltd	111.61	5.58	117.19	2003	2024	26/06/2023	25/07/2023	Actual
Npower Ltd	321.50	16.72	338.22	2003	2025	26/06/2023	25/07/2023	Actual
Npower Ltd	83.54	4.18	87.72	2003	2026	26/06/2023	25/07/2023	Actual
Npower Ltd	149.09	7.78	156.87	2003	2027	26/06/2023	25/07/2023	Actual
Npower Ltd	48.69	2.43	51.12	2003	2029	26/06/2023	25/07/2023	Actual
Npower Ltd	74.92	3.75	78.67	2003	2031	26/06/2023	25/07/2023	Actual
Npower Ltd	104.55	5.23	109.78	2003	2033	26/06/2023	25/07/2023	Actual
Npower Ltd	64.94	3.25	68.19	2003	2034	26/06/2023	25/07/2023	Actual
Npower Ltd	77.83	3.89	81.72	2003	2001	26/06/2023	25/07/2023	Actual
Npower Ltd	210.28	11.32	221.60	2003	2015	26/06/2023	25/07/2023	Actual
Rix Petroleum Ltd	6137.60	1227.52	7365.12	C001				
Rix Petroleum Ltd	5901.81	1180.36	7082.17	C001				
UK Fuels Ltd	70.95	14.19	85.14	5006	9117			
UK Fuels Ltd	61.16	12.23	73.39	5006	9114			
UK Fuels Ltd	65.30	13.06	78.36	5006	9115			
UK Fuels Ltd	31.70	6.34	38.04	5006	9113			
UK Fuels Ltd	62.81	12.56	75.37	5006	9113			
UK Fuels Ltd	163.45	32.69	196.14	5006	9120			
UK Fuels Ltd	171.56	34.32	205.88	5006	9120			
UK Fuels Ltd	8.50	1.70	10.20	5006	9069			
UK Fuels Ltd	66.82	13.36	80.18	5006	9125			
UK Fuels Ltd	69.71	13.94	83.65	5006	9114			
UK Fuels Ltd	58.46	11.69	70.15	5006	9113			
UK Fuels Ltd	51.80	10.36	62.16	5006	9113			
UK Fuels Ltd	152.43	30.48	182.91	5006	9120			
UK Fuels Ltd	74.70	14.94	89.64	5006	9118			
UK Fuels Ltd	56.55	11.31	67.86	5006	9114			
UK Fuels Ltd	76.25	15.25	91.50	5006	9115			
UK Fuels Ltd	56.90	11.38	68.28	5006	9113			
UK Fuels Ltd	16.62	3.32	19.94	5006	9113			
UK Fuels Ltd	60.77	12.15	72.92	5006	9113			
UK Fuels Ltd	61.72	12.34	74.06	5006	9113			
UK Fuels Ltd	187.92	37.59	225.51	5006	9120			
UK Fuels Ltd	119.91	23.98	143.89	5006	9120			
UK Fuels Ltd	69.38	13.88	83.26	5006	9125			
UK Fuels Ltd	68.06	13.61	81.67	5006	9118			
UK Fuels Ltd	61.42	12.28	73.70	5006	9115			
UK Fuels Ltd	55.09	11.02	66.11	5006	9113			
UK Fuels Ltd	65.10	13.02	78.12	5006	9113			
UK Fuels Ltd	54.14	10.84	64.98	5006	9113			
UK Fuels Ltd	74.39	14.88	89.27	5006	9125			
UK Fuels Ltd	8.51	1.70	10.21	5006	9069			
UK Fuels Ltd	68.48	13.69	82.17	5006	9117			
UK Fuels Ltd	23.72	4.74	28.46	5006	9117			
UK Fuels Ltd	69.44	13.88	83.32	5006	9114			
UK Fuels Ltd	20.32	4.06	24.38	5006	9114			
UK Fuels Ltd	60.78	12.16	72.94	5006	9115			
UK Fuels Ltd	65.31	13.06	78.37	5006	9113			
UK Fuels Ltd	62.63	12.53	75.16	5006	9113			
UK Fuels Ltd	56.00	11.20	67.20	5006	9113			
UK Fuels Ltd	235.15	47.02	282.17	5006	9120			
UK Fuels Ltd	76.98	15.40	92.38	5006	9125			
UK Fuels Ltd	63.72	12.74	76.46	5006	9118			
Yu Energy	167.43	8.37	175.80	2004	5001			
	£ 31,753.67	£ 4,364.25	£ 36,117.92					

Supplier	Net	VAT	Gross
H & L Services Ltd	87.98	17.60	105.58
Npower Ltd	16454.24	1329.51	17783.75
Rix Petroleum Ltd	12039.41	2407.88	14447.29
UK Fuels Ltd	3004.61	600.89	3605.50
Yu Energy	167.43	8.37	175.80

Woldmarsh Invoice September 2023

Supplier	Net	VAT	Gross	Codes	From	To	Actual/ Estimate
B A Bush & Son Ltd	198.06	39.61	237.67	5001 9116			
Rix Petroleum Ltd	6264.80	1252.96	7517.76	C001			
Rix Petroleum Ltd	6674.16	1334.83	8008.99	C001			
UK Fuels Ltd	71.29	14.26	85.55	5006 9114			
UK Fuels Ltd	56.76	11.35	68.11	5006 9115			
UK Fuels Ltd	71.72	14.34	86.06	5006 9113			
UK Fuels Ltd	56.02	11.20	67.22	5006 9113			
UK Fuels Ltd	188.26	37.63	225.89	5006 9120			
UK Fuels Ltd	8.50	1.70	10.20	5006 9120			
UK Fuels Ltd	76.13	15.23	91.36	5006 9069			
UK Fuels Ltd	68.20	13.64	81.84	5006 9125			
UK Fuels Ltd	65.45	13.09	78.54	5006 9114			
UK Fuels Ltd	67.17	13.43	80.60	5006 9113			
UK Fuels Ltd	221.82	44.36	266.18	5006 9113			
UK Fuels Ltd	184.79	36.95	221.74	5006 9120			
UK Fuels Ltd	8.50	1.70	10.20	5006 9118			
UK Fuels Ltd	74.69	14.94	89.63	5006 9114			
UK Fuels Ltd	55.16	11.03	66.19	5006 9115			
UK Fuels Ltd	66.76	13.35	80.11	5006 9113			
UK Fuels Ltd	60.45	12.09	72.54	5006 9113			
UK Fuels Ltd	73.62	14.72	88.34	5006 9113			
UK Fuels Ltd	246.64	49.35	295.99	5006 9113			
UK Fuels Ltd	78.71	15.74	94.45	5006 9120			
UK Fuels Ltd	82.50	16.50	99.00	5006 9120			
UK Fuels Ltd	65.49	13.10	78.59	5006 9125			
UK Fuels Ltd	70.66	14.13	84.79	5006 9118			
UK Fuels Ltd	62.45	12.49	74.94	5006 9115			
UK Fuels Ltd	72.81	14.56	87.37	5006 9113			
UK Fuels Ltd	58.35	11.67	70.02	5006 9113			
UK Fuels Ltd	196.90	39.38	236.28	5006 9113			
UK Fuels Ltd	138.15	27.62	165.77	5006 9125			
UK Fuels Ltd	8.50	1.70	10.20	5006 9069			
UK Fuels Ltd	77.42	15.48	92.90	5006 9117			
Yu Energy	165.75	8.29	174.04	2004 5001			

£ 15,936.64 £ 3,162.42 £ 19,099.06

Supplier	Net	VAT	Gross
B A Bush & Son Ltd	198.06	39.61	237.67
Rix Petroleum Ltd	12938.96	2587.79	15526.75
UK Fuels Ltd	2633.87	526.73	3160.60
Yu Energy	165.75	8.29	174.04

BLACK SLUICE INTERNAL DRAINAGE BOARD

BOARD MEETING - 22 NOVEMBER 2023

AGENDA ITEM 11(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 13th June 2023:

2023-B09	Mr Mark Simpson 76 Six House Bank West Pinchbeck SPALDING Lincs PE11 3QG	Erection of Boundary Fence within 9m Board maintained W.C Grid Refs: 519684, 325727 76, Six House Bank, West Pinchbeck BSIDB W.C 22/2 (Dovehirne Drain)
2023-B10	National Grid Alma Park Ind Estate Isaac Newton Way GRANTHAM Lincs NG31 9RT	Laying of low voltage cable & ass infrastructure with 9m of Board maintained piped W.C Grid Refs: 521937, 337861 521986, 337880 522046, 337888 522046, 337892 Rookery Road, Bicker BSIDB Piped W.C 4/72 & 4/77
2023-B11	Mr J W Brookes Sileni Town Dam Lane Donington SPALDING Lincs PE11 4TR	Erection of dwelling & boundary fence within 9m of Board maintained piped W.C Rid Refs: 520567, 335043 Land adj to Sileni, Town Dam Lane BSIDB W.C 2/11 (Queen Dike)

(b) **Culvert Consents**

The following culvert consents have been issued by the Board since 13th June 2023:

2023-C07	Parkinson Harness Technology Ltd Riverside Industrial Estate Marsh Lane BOSTON Lincs PE21 7PF	Construction of a piped access culvert in an ordinary W.C Grid Refs: 530915, 337764 Land South East of Avalon Rd, Kirton Ordinary W.C (Not Board Maintained)
2023-C07 (Amended)	Dhoot Transmission (UK) Ltd Unit 4 Bontoft Avenue HULL HU5 4F	Construction of a piped access culvert in an ordinary W.C Grid Refs: 530915, 337764 Land South East of Avalon Rd, Kirton Ordinary W.C (Not Board Maintained)
2023-C08	JNP Group/Construction Marine Ltd On behalf of Network Rail Coach House Mansion Gate Drive LEEDS West Yorkshire LS7 4SY	UV Lining & Sleeving of a Culvert in BSIDB District Grid Refs: 519976, 342516 Land at Great Hale Fen, Sleaford Ordinary W.C
2023-C09	A W Phoenix & Sons Ltd Ivy House Farm Brothertoft BOSTON Lincs PE20 3SH	Filling of redundant W.C Grid Refs: 526875, 340500 Land East of Simon Weir Drain, Swineshead Ordinary W.C

(c) **Development Agreements**

The following development agreements have been issued by the Board since 13th June 2023.

2023-D03 (Amended)	Dhoot Transmission (UK) Ltd Unit 4 Bontoft Avenue HULL HU5 4HF	Discharge of surface water from a commercial development into a watercourse Grid Refs: 530960, 337635 Land South East of Avalon Road, Kirton B.S.I.D.B Maintained W.C 7/1 (The Kirton Drain)
2023-D04	Paul & Tessa Fielder Poachers Hide Wash Road Kirton BOSTON Lincs PE20 1QG	Disposal of treated effluent into an ordinary W.C Grid Refs: 531110, 337630 Poachers Hide, Wash Road, Kirton Ordinary (Non-Board maintained)

2023-D05	ALB Retirement Villages Ltd Unit 8 Carlton Business Centre Station Road NOTTINGHAM NG4 3AA	Discharge of surface water from a residential development into piped Watercourse Grid Refs: 530245, 339915 Land Adj Frampton House, Frampton West (Ordinary (Not Board maintained))
2023-D06	Martin Fisher The Cottage Millfield Lane West Frampton BOSTON Lincs PE20 1BW	Disposal of treated effluent into an ordinary W.C Grid Refs: 531273, 340586 The Cottage, Millfield Lane, Frampton Ordinary (Non-Board maintained)

(d) **Land Drainage Consents**

The following land drainage consents have been issued by the Board since 13th June 2023:

2023-L06	Mr J Grant Witham House 52 Church Street Donington SPALDING Lincs PE11 4UA	Installation of Land Drain Outfalls & filling of redundant W.C Grid Ref: 521518, 327548 Land North of Cowards Lane, Burty Fen BSIDB W.C 22/28 (Burty Fen New Drain)
2023-L07	V A Barker & Son Bottom Farm Fen Road Dowsby BOURNE Lincs PE10 0TX	Installation of Land Drain Outfalls Grid Ref: 517528, 329392 Gosberton Fen BSIDB Maintained W.C 16/1 (Engine Drain)

(e) **Extended Area Consents**

The following extended area consents have been issued by the Board since 13th June 2023:

2023-X01	Hanby Farms Handby Lodge Farm Hanby GRANTHAM Lincs NG33 4HL	Installation of structures within ordinary W.C Grid Refs: 504075, 333375 504065, 333195 504210, 332895 Ordinary W.C
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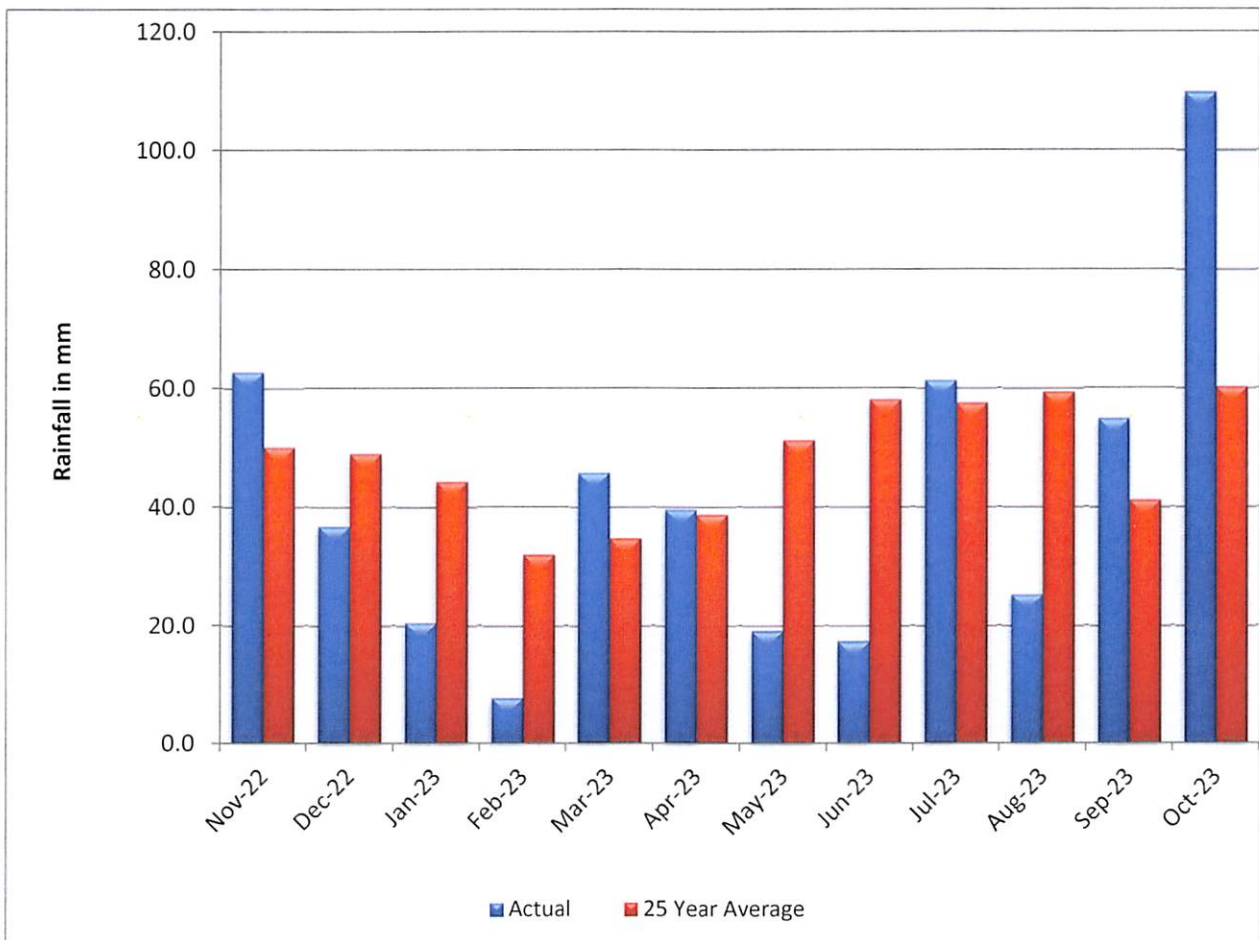
2023-X02	M Casswell Church Farm Partners Dembleby SLEAFORD Lincs NG34 0EL	Installation of structures within ordinary W.C Grid Refs: 503515, 338010 503583, 337988 503675, 337974 503816, 337927 Ordinary W.C
2023-X03	QTS Group Ltd Unit 5 Springwell Court Holbeck LEEDS LS12 1AL	Repairs to existing structure within an ordinary W.C Grid Refs: 513270, 340670 Station Road, Helpringham Ordinary (Not IDB-maintained)

2. **Consent Applications / Contraventions**

There have been no consent applications/contraventions reported to the Board since 13th June 2023.

BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Black Hole Drove Pumping Station

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Nov-22	62.8	50.0	125.60%
Dec-22	36.8	49.0	75.10%
Jan-23	20.6	44.3	46.50%
Feb-23	7.8	32.0	24.38%
Mar-23	45.8	34.7	131.99%
Apr-23	39.6	38.7	102.33%
May-23	19.2	51.2	37.50%
Jun-23	17.4	58.1	29.95%
Jul-23	61.4	57.5	106.78%
Aug-23	25.4	59.4	42.76%
Sep-23	55.0	41.2	133.50%
Oct-23	109.8	60.2	182.39%
Totals	501.6	576.3	87.04%



BLACK SLUICE INTERNAL DRAINAGE BOARD Rainfall at Swineshead Depot

MONTH	Rainfall		Actual / Average
	Actual	25 Year Average	
	mm	mm	%
Nov-22	62.8	50.4	124.60%
Dec-22	41.0	51.3	79.92%
Jan-23	29.0	47.1	61.57%
Feb-23	9.0	34.7	25.94%
Mar-23	47.0	35.2	133.52%
Apr-23	46.0	38.5	119.48%
May-23	26.0	52.9	49.15%
Jun-23	18.2	58.3	31.22%
Jul-23	89.0	63.1	141.05%
Aug-23	43.8	66.0	66.36%
Sep-23	69.6	44.5	156.40%
Oct-23	95.2	63.7	149.45%
Totals	576.6	605.7	95.20%

