

Minutes of the Meeting of the East Harling Internal Drainage Board held on the Wednesday 21st September 2005 at The Pines, Connaught Road, Attleborough, Norfolk at 8.30am.

Present: **Mr D Stammers (Chairman)** **Mr J Salter**
 Mr P Drake **Mr A Southgate**
 Mr J Evans **Mr C D Wright (Clerk)**
 Mr P Lee **Mr A Bingham (Board Engineer)**
 Mr J Nelstrop **Mr R Thornton**
 Ms M Hecks

1. Apologies for absence were received from Dr S Rothera, Mr J Cracknell and Mr J Askew.
2. Minutes of the meeting of 8th February 2005 were approved and signed by the Chairman. This was proposed by Mr Nelstrop, seconded by Mr Salter and carried unanimously.

3. Matters Arising

(a) Board Member Site Visits

The Clerk reported that he has received a letter of thanks from David Noble. David Noble had also written an article in respect of the visit to appear in the ADA Gazette.

(b) Extension of the Board

No progress has been made but the Environment Agency has been chasing DEFRA.

(c) Employment of Mr Simon O'Malley

The position in respect of his employment was reported and the Chairman said that he was enjoying the job. Mr Balaam is happy with his work and so is the Chairman. In view of the fact that he will be working on his own it was agreed that the Board should have a risk assessment of the job and a Lone Worker policy. This was proposed by Mr Lee and seconded Mr Thornton and carried unanimously. It was proposed by Mr Salter and seconded by Mr Southgate that the employment of Mr O'Malley be continued.

- (d)** It was proposed by Mr Salter and seconded by Mr Thornton that a retirement lunch be held for Mr Balaam after the next Board Meeting. Mr Balaam has produced a list of sites of interest within the Board area.

4. Plans for the Dualling of the A11

Mr Bingham reported that the works were pushing on fairly rapidly. He has requested the final set of papers and plans to be able to produce an agreement with the Board. It was proposed by Mr Evans and seconded by Mr Salter that authority be delegated to the Chairman, Vice Chairman and Clerk to approve the agreement and execute the same.

5. **Banham Fen and Quidenham Mere**

Work has started on the first phase which will assist flow through the Mere and hopefully keep levels down during the winter. Approval of some weed raking has been received from English Nature. DEFRA have confirmed that we will get a grant and works already completed will be covered. The formal application will be submitted shortly. There was some discussion on the structures involved within the work and how they would be implemented in view of the nature of the land involved.

6. **Approval of Accounts 2004/05**

(a) Mr Nelstrop queried the account from Greenland Houchen for £791.00 and the Clerk explained this was reimbursement of the advertising cost of the Statutory Notices. It was proposed by Mr Nelstrop and seconded by Mr Southgate that the accounts for the year 2004/05 be approved and this was carried unanimously.

(b) **Current position of the Board.** The Clerk produced a sheet showing the position including a list of the outstanding rates.

(c) The Clerk requested consideration for the use of BACS payments for the payment of wages. It was proposed by Mr Nelstrop and seconded by Mr Lee that the Clerk sought the authority of Barclays Bank to include BACS payments on Greenland Houchen Business Master with Barclays Bank for the purposes of paying Wages and that authority be given to appropriate members of the office staff at Greenland Houchen to implement the same. This was carried unanimously.

(d) Discussion ensued on whether the accounts should be moved to a computerised system. The consensus was not to move at present to a computerised system and this was proposed by Mr Nelstrop and seconded by Mr Drake and it was agreed to review the same next year.

7. **Charges for approval of plans.** It was proposed by Mr Lee and seconded by Mr Thornton that applications for approval of any plans within the Board would incur a minimum fee of £50.00 which would be paid on application for approval.

8. **Review of Policy Statement.** Mr Nelstrop proposed and Mr Salter seconded that the new Policy Statement of the Board be approved. The Clerk reported that he received copies of all Breckland Council planning applications by e-mail and considered if any affected the Board and if he thought so applied for copies from the Council. It was proposed by Mr Nelstrop and seconded by Mr Lee that discussion take place with Lower Waveney to see if there are areas of any mutual interest to move forward. They further proposed that the Chairman, Vice Chairman and Clerk meet with them and this was carried unanimously.

9. **Approval of Financial Regulations.** It was proposed by Mr Evans and seconded by Mr Drake that the Financial Regulations produced to the Board be approved.

10. **Board Website and Expenditure for its implementation.** It was proposed by Mr Evans and seconded by Mr Drake that the Board implement a website.

It was proposed by Mr Southgate and seconded by Mr Evans that expenditure of up to £3,000.00 and additionally, at the Chairman's discretion, be allowed for the implementation. A sub-committee of the Chairman, Vice Chairman, Clerk and Engineer were proposed by Mr Drake and seconded by Mr Thornton and carried unanimously.

11. **Update of Board Members Responsibility.** After discussion it was proposed by Mr Salter and seconded by Mr Southgate that Board Members would give oral reports at Board meetings in respect of their areas and written reports from Members who were unable to attend.
12. **Elections.** The Clerk reported that the next elections to the Board would take place in March 2006.
13. **Any Other Business.**
 - (a) Mr Drake raised the question of pollution on Mr Dove's land and the Clerk reported that the pipe had been tested and was not leaking. Mr Bingham said that a digger was coming to deal with certain bad areas within the Board.
 - (b) Mr Thornton asked if the bad stretch of waterway within his area was being dealt with and Mr Bingham said he would be considering it.
 - (c) Mr Stammers reported that there was no problem within his area and any work required had been scheduled.
 - (d) Mr Lee said that some work had been done in his area and some was scheduled but otherwise it was okay.
 - (e) Mr Southgate said that the inlets and outlets to the relieving pond needed to be deepened slightly.
 - (f) Mr Salter said that a large stretch in his area was under discussion because of the bypass works.
 - (g) Some work has been done on Mr Cracknell's area.
 - (h) Mr Evans asked for copies of streams affecting the Attleborough area.
 - (i) Ms Hecks said that the Quidenham Estate has been monitoring the position in respect of the Mere and Mr Bingham said that a piece of path had been closed because of the mud.
 - (j) It was noted that a manual was being produced for the Board in conjunction with Mr Balaam and English Nature.
 - (k) It was agreed to include on the Agenda for the Annual General Meeting a discussion of whether it was economic now to collect rates below £10.00.
 - (l) It was agreed that the actual expenses of the Chairman and Vice Chairman attending other meetings should be reimbursed to them on production of receipts.

There being no other business the Chairman closed the meeting.