**Melverley Internal Drainage Board**

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| R L R Jones FRICS FAAV |  | 75 Rowton Road |
| SURVEYOR & CLERK |  | Shrewsbury |
|  |  | SY2 6JA |
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| Our ref: RLRJ//MIDB17 |  | Tel: 07980 785111 |
|  |  |  |
| Date: 20 October 2022 |  |  |

**MINUTES OF MEETING**

**HELD ON WEDNESDAY 19 OCTOBER 2022 AT 7:30 PM**

**AT KINNERLEY PARISH HALL**

**Members Present:**

B Cambidge (Chairman)

Cllr V Hunt

Cllr B Williams

C Green

A Kynaston

D Ward

R Jones (Clerk and Surveyor)

**Apologies for Absence:**

These had been received from B Edwards, N Whittingham and A Jones

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|  | **Minutes of the Previous Meeting held 22 June 2022** |
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|  | These were approved by the Board and signed by the Chairman. |
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|  | **Matters arising** |
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|  | C Green asked regarding the internal auditors’ request that going forward the Clerk maintained a computer based accounting system for receipts and payments. The Clerk explained he recently purchased a new computer and proposed to use Xero accounting software for MIDB going forwards. |
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|  | **Surveyor’s Report** |
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|  | **2022 Maintenance** |
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|  | This is progressing well with good ground conditions. R Morris has cleaned around 7500m so far:  1 America bottom end  34 The Avenue  36 Felton Moor  39 Acksea  He will be starting 49 Woolston up to Aston bottom lock soon.  On America he had to cut a lot of tree growth on the bankside to do this which will increase the cost. He still has to do some handwork around the sluice into the River Severn  On Acksea which had not been done for 7years plus, there have been a large no of fallen trees to deal with and much scrub growth to clear along the bank tops to gain access. The MOD and tenant seem to leave it to go wild as much as possible! Due to the extra cost of this clearing work we have omitted about 400m within the long thin wood which is completely dry. The lower length through Mansells ground has seen a huge volume of silt and weed removed dropping the level greatly. It is evident from this we cannot leave watercourses so long in the future. It causes much more disturbance with large volume of silt removed and much bigger shrub/tree growth to deal with. Mansell’s length in future with its huge weed growth may be better weed cut annually.  The problem bankslip below Brookside road bridge has been dealt with in Finney’s Caravan park This involved considerable tree cutting and creating a temporary working track close to water level now all hidden by the re-profiled bank and will cost c.£3500.  Water level under the bridge is now right down to the concrete base ,this obstruction I suspect has caused some of the excess siltation found in Mansell’s length. In the caravan park further downstream there is a section where Armco barriers put in years ago by Finney have pushed out significantly narrowing the channel. Whilst normal water flows pass by OK, in times of flood there could be a restriction in the flow. It is extremely difficult to tackle this due to the large amount of built up material these barriers hold back and the stored building materials obstructing access. I recommend we monitor this section to see if it is an actual problem before spending a lot of money on it.  The great majority of the weed cutting contract work is completed  B Bebb is doing 16 Osbaston and 23 Tirycoed (total 3400m) and is well on with this.  The work at the bottom end of Common Lane by the low level protection sluice gate and c300mditching and felling large willow will be done once leaves are off. |
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|  | **Little Sarn Sluice** |
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|  | Negotiations with Shropshire Wildlife Trust have been put on hold due to our lack of a Biodiversity Action Plan (BAP). We are at a great disadvantage being in this position when it is our legal obligation to have one and they could make matters very difficult for us until we have adopted a BAP. Following this meeting when it is proposed that the Board adopt the recently prepared BAP we will be in a much stronger position to push the culvert reinstatement with them.  The costs have increased from our £5000 approved sum to nearer £8K. In view of this extra cost and other extra costs already incurred this year I recommend that this scheme be deferred to next financial year otherwise our reserves will be eaten into. |
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|  | Since preparing this report, work has continued by the contractors, on Woolston, Osbaston and Tirycoed together with weedcutting. All work is now complete with the exception of those sections alongside uncut grass silage or maize. |
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|  | **River Morda**  The Surveyor reported that the original person he was to meet to view the River Morda, Paul Flynn, had left the EA and the stand-in successor, Wayne Best, was based in Tewkesbury and it was not possible to arrange an appointment with him. He has now been replaced by James Roberts, based in Shrewsbury and the Surveyor stated that once the leaves had fallen from the trees and the vegetation has died down along bank sides, he would arrange an inspection with him to view the condition of the problem sections of the Morda. |
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|  | **Clerk’s Report** |
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|  | **Bank Balances 27 September 2022** |
|  | Current A/C £36004.99  Business Premium A/C £10083.74  Total **£46088.73** |
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|  | **Receipts Since 22 June 2022** |
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|  | Rates collected £20635.38  153 receipts represents approximately 51.5% of 2022/23 rates demanded |
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|  | |  |  |  |  | | --- | --- | --- | --- | | **Payments since 22 June 2022** | **Net** | **VAT** | **Gross** | | 26.6.22 Rapidity - IT support | 2.00 | 4.00 | 24.00 | | 26.6.22 Kinnerley Parish Hall – room hire | 7.50 |  | 7.50 | | 26.6.22 Balfours - internal audit fee | 196.87 | 39.37 | 236.24 | | 30.6.22 ICO | 35.00 |  | 35.00 | | 4.7.22 RLR Jones - ¼ management fee +expenses | 2509.90 |  | 2509.90 | | 8.9.22 W.M.A. – DRS Annual Maintenance | 485.00 | 97.00 | 582.00 | | 14.9.22 Kinnerley Parish Hall – room hire | 7.50 |  | 7.50 | | 14.9.22 PKF Littlejohn – external audit fee | 300.00 | 60.00 | 360.00 | | 14.9.22 Kate Mayne – Biodiversity Action Plan Fee | 280.00 |  | 280.00 | | . | **£3841.77** | **£200.37** | **£4042.14** | |
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| 4.4 | **AGAR – Year Ending 31 March 2022**  This was submitted to our auditors prior to the 30 June deadline. The auditors have issued their external audit report with no matters raised and the audit is concluded and has been published on the website. |
|  | **Pentre Flooding Action Group**  A meeting of this group was held on Zoom on 5 July which I attended |
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|  | **Shropshire Council Special Levy**  The levy due for 2022/23 has not been paid. I am chasing this. |
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|  | **Planning**  There have been no planning applications requiring specific comment from the Board since our last meeting. |
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|  | The Clerk confirmed that the bank balance as at 18.10.2022 was £37,525.28. A further £3,200 approx. had been collected. This meant that circa 60% of this year’s rates had now been received. The Clerk confirmed that in early November all ratepayers owing more than £50 would receive a reminder and a firm letter demanding payment would be sent after 1 December. The Clerk confirmed he had spoken with John Bellis of Shropshire Council regarding the outstanding Special Levy. Councillor Vince Hunt and Brian Williams confirmed that should a payment not be forthcoming, they would apply pressure for this to be paid. The Clerk confirmed he was in touch with Hermes Carlyon of the EA over the outstanding balancing payment due for the Foreign Water grant less Precept. C Green reported that Maesbrook residents may set up a separate Flood Action Group for their area. Board members felt that it would be more prudent for them to be linked with Melverley and/or Pentre rather than set up a separate meeting.  The Board accepted the Clerk’s report. |
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|  | **Biodiversity Action Plan** |
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|  | The plan which had been produced by Kate Mayne, Clerk & Surveyor to the Strine IDB, was welcomed by Board members. This was unanimously adopted by the Board members, subject to certain formatting errors being corrected. The Clerk confirmed that this would be put onto the website to be available to all members and the public. |
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|  | **Complaints** |
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|  | The Clerk reported Miss Knaefel The Cottage, Ashlands had complained regarding works undertaken by her neighbour, involving apparent infilling of a ditch. The Clerk reported that this had elements of a neighbour dispute. The complainant approximately 12 months had replaced a problematic septic tank with a sewage treatment plant, but the contractor, whilst connecting to the existing soakaway system, had also put in an outfall to the neighbour’s ditch, which he was not happy with. Whilst infilling of a ditch to impede normal land drainage is not permitted, in this case, the neighbour claimed that he had created the ditch in the first place c. eight years ago and was therefore within his right to infill. The Clerk would seek to come to an agreed resolution. |
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|  | Councillor Hunt report that an incoming landowner had purchased land near Bontain and had excavated a ditch through the ‘escape’ route used during flood times running on slightly higher ground between Melverley( Tontine) and Bontain. Councillor Hunt had met with the new landowners and the Rights of Way Officer, Richard Knight, explaining the local resident’s concerns. They had agreed to reinstate the route and consider possibly relocating the footpath slightly onto their highest ground level, Clerk would liaise with Richard Knight over this matter. |
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|  | **Correspondence** |
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|  | Severn Valley Water Management Scheme Crowd Reporter has been launched. This is a crowd sourced mapping tool, which can be used to submit descriptions and pictures of localised flooding. C Green reported that it was not easy to locate on the Environment Agency’s website and that to date there had been few submissions. It needed better publicity and promotion to local residents for them to submit the huge amount of local knowledge they had together with their numerous photographs and videos. |
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|  | This was principally via ADA 30 September 2022. ADA made a submission on Environment Agency’s draft guidance document for riparian owners, explaining their rights and responsibilities. The Surveyor, had been asked to comment on this by John Bellis, Shropshire Council Drainage Officer. |
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|  | 29 September 2022. ADA had published the Comprehensive Environment Good Governance for IDBs. This was a very useful book and tool for our work to ensure we work to the best environmental standards. |
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|  | 14 July 2022. FCERM Strategy and DEFRA FCERM Policy Statement endorsed by parliament on 25 September 2022. Its strap line is ‘To create a nation more resilient to future flood and coastal erosion risk and in doing so, reduce the risk of harm to people, the environment and the economy’. |
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|  | 26 September 2022. Water Framework Directive – The Case for Thoughtful Reform. Document prepared by Sir James Bevan, former Chair of the Environment Agency. |
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|  | ADA announced they will be running an outdoor event, Flood & Water Live, 5/6 July 2023 at Carrington, Lincolnshire. |
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|  | ADA conference would be held online on 9 November. The cost was £15 online. ADA AGM had been held online on 28 September. |
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|  | **Date of Next Meeting** |
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|  | This was set for Wednesday 18 January 2023 at 7:30 pm at Kinnerley Parish Hall. |
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|  | **Any Other Business** |
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|  | The Clerk reported that the Environment Agency/IDB liaison meeting would be held on Tuesday 22 November in Birmingham at a venue close to New Street station, starting at 1:00 pm. Our Chair will be attending and other members were asked to consider whether they would like to attend also. The Clerk would not be in attendance this year as he had a pre-booked holiday week. |
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| There being no further business, the Chairman closed the meeting at 8:40 pm. | |
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Signed: .............................................................

Dated: ..............................................................