

# **LOWER MEDWAY INTERNAL DRAINAGE BOARD**



## **MINUTES OF THE MEETING of the BOARD** held via **Zoom Conference Call** on **Tuesday 25 August 2020 at 10am**

### **Members of the Board Present**

Chairman: S Batt

H Browne  
D Carnell  
D Davis  
D Dewar-Whalley  
G Etheridge  
G Fulton  
J Lewis  
J Mair  
S Mair  
K Rowles

In attendance:

O Pantrey – Acting Clerk  
L Carey – Finance Officer

### **1. APOLOGIES FOR ABSENCE**

Apologies were received from C Buckwell, T Valentine and G Whelan.

The Chairman welcomed the Members to the meeting and introduced Lorna Carey, the new Finance Officer to Board Members.

### **2. PLANNING CONSENT & DEVELOPMENT**

**RECEIVED** the Planning & Byelaw Strategy.

**(As attached to these Minutes – Appendix 1)**

**RECEIVED** the Development Control & Charges Fee.

**(As attached to these Minutes – Appendix 2)**

**RECEIVED** the Capital Financing & Reserves Policy.

**(As attached to these Minutes – Appendix 3)**

**RECEIVED** the Drainage Consent Application Form.

**(As attached to these Minutes – Appendix 4)**

The Chairman then passed over to the Acting Clerk to further explain the reason for the provided Planning and Development appendices.

The Acting Clerk explained this related to implementation of new charges that required a legal framework in place that allowed us to reasonably apply the Board's own byelaws.

He gave a timeline of the events leading to the meeting.

The Acting Clerk then stressed these were enabling documents and not necessarily something to be changed.

D Dewar-Whalley added that the Board has delegated to the Joint Services to resolve this issue and as such these should really be seen as for information.

The Acting Clerk thanked D Dewar-Whalley for the comment and agreed.

D Davis asked whether the meeting was at quorum. The Acting Clerk said they were.

J Lewis said that the documents appeared to be designed to catch the big developers. He asked to what extent the Acting Clerk could decide what would and would not be applied regarding development contributions.

The Acting Clerk confirmed he would filter the information that went to the WLMA and that he has made it clear with the WLMA that the Board always retained the final decision.

The Acting Clerk explained this was an application of the Medway Board's byelaws and not King's Lynn's byelaws.

The Acting Clerk explained we would send information to the WLMA as he deemed necessary. Other smaller consents would be handled by the Acting Clerk and Board Chairs.

Mr Lewis asked how we would deal with fly tipping in the future as the papers made it seem that the Board would not deal with any issues such as this.

The Acting Clerk explained that the Board had no legal responsibility to deal with fly tipping but under his lead would take each incident on a case by case basis.

Mr Lewis thanked the Acting Clerk and made a proposal that these documents be accepted.

H Browne asked how the documents supported the application of sustainable development and at what stage do we comment?

The Acting Clerk explained that the comments would start at pre-application, setting out the expectations. He continued that when the application went forward the contributions would be highlighted, and conditions placed upon the consent being granted. These contributions would then aid the improvement of the watercourse and would not be simply to create vast capital reserves.

H Browne asked if these documents sat alongside the technical advice given by the WLMA.

The Acting Clerk confirmed it would not only sit along side but enable the application of the byelaws.

On a proposition by J Lewis seconded by S Mair it was **AGREED** to accept these documents as Board policy regarding development strategy.

Accepted unanimously.

### **3. ANY OTHER BUSINESS**

#### **a) Scheme of Delegation**

**RECEIVED** the Scheme of Delegation with proposed amendments from April 2020 which the Upper Board had already approved in their June 2020 meeting.

**(As attached to these Minutes – Appendix 5a)**

**RECEIVED** the Scheme of Delegation with proposed CEO to Clerk amendment.

**(As attached to these Minutes – Appendix 5b)**

The Chairman then set out the next item regarding changes to the Scheme of Delegation and invited the Acting Clerk to explain.

The Acting Clerk said that he needed a historical change to be made as the meeting in April was cancelled. Then he explained the second change was an alteration of the word CEO to Clerk. The Acting Clerk suggested this should be largely as read.

Mr Lewis highlighted some errors in the wording relating to the word CEO and some other grammatical errors.

The Acting Clerk thanked him and confirmed the changes would be made as advised.

Mr Davis said he was confused as to why CEO was changing to Clerk, and why there were two documents being presented.

The Acting Clerk explained that the Clerk and Engineer title was changed to CEO. However, after discussion it seemed more appropriate to revert to Clerk. The Acting Clerk repeated that the two documents were firstly for alignment with the Upper and then to change CEO to Clerk.

Mr Batt said that ADA referred to everyone as Clerks and as such it seemed a suitable decision.

On a proposition by S Mair seconded by D Dewar-Whalley it was **AGREED** to accept both sets of changes to the Scheme of Delegation.

Accepted unanimously.

H Browne then requested an opportunity to say thank you to the Acting Clerk and to all those that facilitated the smooth change in management.

The Acting Clerk thanked H Browne for her comments and said that the Chairman and Vice-Chairman had been extremely helpful in settling him into the role. He added that the finance committee and the office team also should be thanked for their efforts.

#### **b) Delegation of Policy Decisions**

The Acting Clerk asked if there was a need for a Policy Committee to be created to avoid the need to bring minor policy changes to the Board in the future.

G Etheridge suggested that the committees should indeed create their own policy and bring that to the Board for information as needed. He suggested it was the most sensible way forward.

D Dewar-Whalley asked to confirm that all Board members were not going to be asked to go over all policy changes and the Joint Services could put someone forward from each Board to go over joint policy.

The Acting Clerk agreed that was going to be the case.

On a proposition by G Etheridge seconded by H Browne it was **AGREED** that policies would be handled by the Joint Services and the various relevant LMIDB committees then presented as 'for information' at main meetings.

Accepted unanimously.

#### **4. DATE OF NEXT MEETING**

The date of the next Board meeting was confirmed as Monday 21 September at 1pm.

**5. CLOSURE**

There being no further business the Chairman declared the meeting closed and thanked the Board for their attendance.