

# 1. Governance

**Recommendation:**

- Note the information contained in this report

## 1.1 Election of Chairman

## 1.2 Election of Vice Chairman

## 1.3 Apologies for Absence

## 1.4 Declaration of Interest

In accordance with the Members Code of Conduct, Part 2 Members Interests, Members must remove themselves from the discussion or determination of matters in which they have a financial interest.

In matters where Members have a non-financial interest, they should not participate in the discussion or determination of a matter where the interest might suggest a danger of bias.

## 1.5 Public Forum

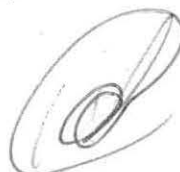
## 1.6 Minutes of the Meeting held 3 June 2024

MEMBER	7.11. 2022	6.2. 2023	25.4. 2023	12.6. 2023	6.11. 2023	5.2. 2024	3.6. 2024
Margaret Armiger MA	√	√	A	-	√	√	-
David Barratt DB	√	A	A	√	A	A	√
Adrian Black AB	√	√	√	√	√	√	√
Chris Black CB	√	√	√	A	√	√	√
Tony Ellerby TE	√	√	-	A	√	√	A
Ian Fleetwood IF	√	√	√	-	√	√	√
David Forington DF	√	√	A	√	√	√	√
Will Forington WF					New √	√	A
Trevor Foster TF	A	√	√	√	√	A	-
Samuel Godfrey SG	√	√	A	√	√	-	√
Benjamin Jackson BJ	√	A	A	√	√	A	√
Robert Kissaglis RK	√	√	√	A	√	A	-
Janet Longcake JL	√	√	A	A	√	-	√
Paul Metheringham PM	√	√	√	√	√	√	√
Lesley Rollings LR	-	√	A	√	√	√	-
Ralph Ogg - Vice Chair	A	A	A	√	√	√	√
Neil Poole - Chair	√	√	√	√	√	√	√
Helen Rowson HR	√	A	√	A	A	√	√
George Strawson GS					New √	√	√
Gwylim G Williams GW	-	A	-	A	√	√	-

**In attendance on behalf of JBA Consulting, Clerk, Engineer and Environmental Officer:**

Craig Benson (Clerk)  
David Blake (Finance Officer)  
Paul Jones (Engineer)  
Janette Parker (Rating Officer)

Clerk  
FO  
Eng  
RTO





**Apologies for Absence**

**2024.26** Apologies were received.

**Declarations of Interest**

**2024.27** None.

**Public Forum**

**2024.28** No Members of the Public in attendance.

**Minutes of the Meeting held 5 February 2024**

**2024.29** Regarding Item 2024.14 GS recalled that they discussed the option of installing inverter drives to pump stations, yet this was not mentioned. Clerk confirmed this would be added.

**2024.30** All Members agreed that they were a true and accurate record.

**Matters Arising**

**2024.31** None.

**Complaints/FOI Requests**

**2024.32** Information noted.

**CLERKS REPORT**

**2024.33** Policy - Clerk confirmed all policies had now been reviewed with two requiring Board approval which related to the Board Employees. **Approval proposed by BJ, seconded by DF.**

**2024.34** Legislation – Clerk confirmed that the IDB Ratings Statutory Instrument was just awaiting Ministerial sign off which would allow Boards to extend their catchments. BJ asked if the map produced with regards this for the Board was still available. Clerk advised it was and that he would circulate to members. Chair requested it be added as an Agenda item for the next meeting so the Board could discuss further.

**2024.35** ADA – Clerk advised that further information on claiming from the Recovery and Asset Improvement Grant had now been received with bids due to be submitted on 7<sup>th</sup> June 2024 for the Storm Recovery element and 28<sup>th</sup> June 2024 for the Asset Improvement element. He added that due to the short timescale with works having to be completed by 31 March 2025 Board approval was required to utilise existing contractors as stated in the Board regulations under major emergencies. **All Members agreed approval.**

**2024.36** Election Year – **All Members agreed approval of the procedures stated in the meeting papers.** Chair queried the number of ratepayers and then requested confirmation for the next meeting of how this would increase if the Board were to extend the district.

**2024.37** Employee Remuneration – Clerk recommended a 3.2% increase in line with CPI. **All Members agreed approval.**

**2024.38** Drainage Rate System (DRS) – Clerk advised that several IDBs had expressed interest in developing a new system but that highly unlikely anything would be in place by 1<sup>st</sup> April 2025. He recommended the best option at this time was staying with the current provider. The only change would be that the Board's data would now held by the provider but that all relevant Data Agreements would be signed.

**FINANCE REPORT**

**2024.39** Rate Report – FO advised the year-end balance was £590, relating to 97% of the rates. The new drainage rates had been issued with 37% collected to date and 50% of the special levy received.

**2024.40** Internal Audit – FO advised that members should have received a copy and confirmed that the Auditor said the Board complied with all relevant law and regulations. However, he did point out concerns regarding member attendance, banking and payments and the current reserve level which was currently 19% against a target of 40% suggesting a review of cashflow. FO confirmed this was already



undertaken and the reduction in the reserves was due to the significant costs associated with the Storm events.

**2024.41** Annual Governance and Accountability Return (AGAR) Section 1 – FO explained to members with CB proposing approval and AB seconding.

**2024.42** Accounts for the Year Ended 31 March 2024 – FO took members through advising that the year had seen unprecedented costs which resulted in an operating deficit of £109,000 leaving the reserve level at £135,000 which equated to 19%. Chair queried what % would be recovered from the DEFRA fund. Clerk advised there was no reason to believe that costs would not be recovered in full but that details were currently being confirmed. **Approval was proposed by BJ and seconded by DF.**

Mr S Godfrey left the meeting.

**2024.43** Budget Comparison for the Year Ended 31 March 2024 – FO took members through.

**2024.44** Electricity Spend – FO explained the graphs shown in the papers adding that the increase in costs had seen the Boards expenditure rise to approx. £115,000 in a dry year with £246,000 in a wet year with the difference making it very difficult to forecast for and the Board should be pro-active going forwards and consider a worst-case scenario. GS asked if a comparison of unit rate of electric consumed could be illustrated. FO advised he would do this and provide at the next meeting.

**2024.45** Electricity Provider Review – FO advised members that a review was being undertaken and that some quotations had already been received referring to the additional supplement he had distributed. Discussions took place with FO advising how Ancholme IDB were proceeding and suggested this Board may wish to consider the same. **All Members in favour of delegating powers to the Chair and Vice Chair to decide on a new provider once all quotes had been received and agreed to work in partnership with Ancholme IDB to achieve economies of scale.**

**2024.46** Annual Governance and Accountability Return (AGAR) Section 2 - FO explained to members with BJ proposing approval and AB seconding.

**2024.47** Schedule of Payments – Approval proposed by BJ, seconded by DF with All in agreement.

## ENGINEERS REPORT

Eng. confirmed report was for information with the following added:

**2024.48** Ravensfleet Pumping Station – Eng advised that the advert for the EIA works would be out on 6<sup>th</sup> June 2024 and providing no environmental objections were received works could progress from 8<sup>th</sup> July 2024 subject to final funding confirmation from the EA.

**2024.49** Burringham Reservoir – Eng confirmed that the first inspection had now been undertaken and he suspected there would be a recommendation to undertake several cuts of the grass in order to keep the reservoir clear.

**2024.50** Pump Inspections – Eng advised pump lifts and inspections were underway and that the drone footage had been issued to members for information. DF suggested that the second pump at Jenny Hurn should be lifted for inspection whilst the crane was still on site. Eng stated that the crane could be taken back to site as necessary to undertake this as both Jenny Hurn and Whoofer would be included in the claim for funding as the pumps had been overworked during the storm events.

**2024.51** Main River – Information noted with Eng adding that funding for these would be considered in the bid for the IDB Recovery and Asset Improvement grant.

**2024.52** Storm Damage – Eng advised that several asset improvement works were under consideration for the above funding application but that were currently working with Contractors to agree what works feasible within the timescales given.



**ENVIRONMENTAL REPORT**

**2024.53** Information noted.

**HEALTH, SAFETY AND WELLBEING REPORT**

**2024.54** Information noted.

**REPRESENTATION**

**2024.55** Information noted.

**Date of Next Meeting**

**2024.56** 11 November 2024, 3 February 2025.

Chair thanked all for attending and closed the meeting.

**1.7 Matters arising not discussed elsewhere.**

**1.8 Complaints/FOI requests**

*None*  
*11/11/24*