



1. Governance

1.1 Apologies for Absence

1.2 Declaration of Interest

1.3 Minutes of the Meeting held 20 June 2024

Present

Member	26.1. 2023	22.6. 2023	25.1. 2024	20.6. 2024	23.1. 2025	
Rosemary Carrol RC - Chair	√	√	√	√		
Ralph Guy RG – Vice Chair	√	√	-	A		
Leighton Bancroft LB	-	-	-	-		
Colin Carter CC	-	-	-	-		
Damian Garstang DG	-	-	√	√		
Mike Gouldthorp MG	√	-	-	-		
Roger King RK	-	-	-	-		
Duncan Reynolds DR	√	A	√	√		
Cllr David Whipp DW	-	√	-	√		
Cllr Tom Whipp TW				√		
Cllr Susan Land SL				A		
Cllr David Hartley DH				-		

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

Craig Benson (Clerk) attended via MS teams
David Blake (Finance Officer)
Roger Smith (Engineer)

GOVERNANCE

2024.21 Apologies for absence - Ralph Guy & Susan Land.

2024.22 Declaration of Interest - None.

2024.23 Minutes of Meeting 25th January 2024 – **Minutes considered and proposed as true record by DR, seconded by DG.**

2024.24 Matters Arising – There were none.

CLERK'S REPORT

2024.25 Policy – The IDB Policies have been reviewed by the Clerk, the Reserve Policy needed board approval. The FO took the members through the changes. **Approval proposed by DW and seconded by RC.**

2024.26 Legislation - Environment Bill - Clerk advised that formal confirmation was still awaited.

2024.27 ADA - Clerk advised that the grant forms had been received today which would enable the Board to recover costs from the recent Storm events with the first application due in 2



weeks and the second due on 28th June. He added that existing Contractors would need to be utilised under the emergency section of the Board's financial regulations due to the short timescale of 31st March 2025 when all works had to be completed by.

2024.28 Drainage Rate System – Clerk advised that possible funding was available and several IDBs had expressed an interest in developing a new system but that the timescale was tight to complete this by 31st March 2025. He therefore proposed that the Board stay with the current provider.

FINANCE REPORT

2024.29 Rating Report – FO confirmed that the balance of £17.44 was outstanding. He confirmed that the Rating Officer was currently investigating the outstanding accounts.

2024.30 List of Payments – **Approval proposed by DW and seconded by RC.**

2024.31 Internal Audit – FO advised this was now complete with the Auditor stating the Board complied with relevant laws and regulations.

2024.32 Certificate of Exemption AGAR 2023-24 - FO explained that due to Income/expenditure <£25,000 the board can certify themselves as exempt from a limited assurance review. **Approval proposed by DR and seconded by DG.**

2024.33 Annual Governance Statement 2023/24 – Section 1 – Members were asked to review and approve Section 1 of the AGAR. **DW proposed approval of and RC seconded.**

2024.34 Accounts for the Year Ended 31 March 2024 – FO advised Members that the Board had made a slight deficit of £147, with a balance carried forward of £15,416. **DW proposed approval of and DR seconded.**

2024.35 Budget Comparison for year-end 31st March 2024 – The FO compared the estimated out-turn figures with the Budget and the variances were noted. Highlighting that the balance was £2,000 more than the budget set in Jan 2023.

2024.36 Annual Governance and Accountability Return (AGAR) Section 2 – FO took members through with **approval proposed by RC and seconded by DR.**

2024.37 Five Year Budget - The FO took members through the forecast.

ENGINEER'S REPORT

2024.38 Watercourse Maintenance - Eng updated the board regarding the pollution incident. The contractor had been fined more than £3,000 and he had approached the Board to see if they were willing to contribute towards this. The Board made the decision to pay the contractor £500, highlighting that the Board support the contractor without prejudice but do not accept responsibility for the event. **Approval proposed by DR and seconded by RC.**

2024.39 Environment Agency – PSCA - Eng advised that the EA had approached the board to see if the contractor could remove an obstruction on Earby Beck. Eng would explore the possibility of entering in a PSCA with the EA.

2024.40 Hydraulic Modelling Study - Nothing to report.

2024.41 Planning - Eng confirmed that Seddon Homes had removed the fence and saplings within the byelaw slip.

HEALTH & SAFETY

2024.42 The Health and Safety Statement as presented was approved by the Board.



ENVIRONMENTAL REPORT

2024.43 BAP - 2024-25 BAP Survey to be undertaken after maintenance has been undertaken.

ANY OTHER BUSINESS

2024.44 None.

DATE OF NEXT MEETING

2024.45 23 Jan 2025, 2.00pm at Earby Town Council.