

1. Governance

1.1 Declaration of Interest

Board Members are advised to declare a pecuniary or non-pecuniary interest on any item in the Agenda.

1.2 Apologies for Absence

1.3 Chair's Announcements

1.4 Minutes of the meeting held on 12 May 2021

Members Present:

Elissa Swinglehurst	Chair
Charles Pudge	Vice Chair
Sebastian Bowen	SB
Christy Bolderson	CB
John Cawley	JC
Zita Chilman	ZC
Malcolm Davies	MD
Noorissa Davies	ND
John Hardwick	JH
James Hereford	JH
Peter Jinman	PJ
Trish Marsh	TM
Kenneth Mitcheson	KM
David Summers	DS

In attendance on behalf of JBA Consulting

Officer:	Craig Benson	Clerk
	Anne-Clare Landolt	Engineer
	David Blake	Finance Officer
	Janette Parker	Rating Officer

Members of the Public in Attendance

Jenni Gowan
Lyn Langford

Chair opened meeting and invited Vice Chair to speak before proceeding with Agenda.

2021.32 Vice Chair advised that previous Board Member Leonard Chase had recently passed away adding that he had been Chairman of the Board from January 1986 to January 2007. He confirmed that he had completed an article for the ADA Gazette and that a letter of condolence had been sent to his family.

2021.33 Vice Chair confirmed to members that he and the Chair had recently made a presentation of a pastel painting of the River Wye to Les Harrison who had recently retired as the Board's Engineer and that a thank you letter had been received from his wife as his illness had deteriorated.

A minute silence was observed by Members in memory of Leonard Chase.



Declaration of Interest

2021.34 None.

Apologies for Absence

2021.35 Apologies for absence were received from Roger Phillips, Richard Corbett, John Stone and Nicholas Eynon. Late notifications of apologies were received from James Makin and John Harrington.

Introductions

2021.36 At the invitation of the Chair the Clerk gave a brief introduction on members of the new Management Team. This included the new Engineer to the Board, Anne-Clare Landolt, who he explained had over 26-years' experience most recently at the Environment Agency and Forestry Commission.

2021.37 Chair advised she had received correspondence from Wellington Parish Council by way of an introduction and highlighting several issues that would likely be a cost to the Board however, she stated that due to the end of the transition period and the pandemic she hoped this could result in a meeting in the near future to discuss the issues raised.

2021.38 Chair raised the issue of the Government Consultation surrounding red diesel, indicating that the removal would mean increasing costs or a reduction in the work carried out by the Board and that as neither of these was a viable option the issue was being pushed further with Ministers.

Minutes of the Meeting held on 21 January 2021

2021.39 Minutes of the meeting held 21 January 2021 were considered. Chair proposed to sign as true and correct record, all members in agreement.

Matters arising not discussed elsewhere on Agenda

2021.40 None.

Complaints/FOI/EIR requests

2021.41 None received.

CLERK REPORT

2021.42 Policy – Clerk advised that revised Standing Orders signed by Ministers had just been received from DEFRA regarding the ability to allow IDBs to hold virtual meetings as and when required and that these had been circulated to Members just prior to this meeting. He asked for confirmation that Members had received and indicated that formal approval was required. **Approval proposed by JH and seconded SB.**

2021.43 Legislation – Clerk stated that the Environment Bill would be going through the next parliament which would give IDBs the option for extended boundaries which this Board may consider moving forwards to enable being in control of full catchment area.

2021.44 Meeting Dates – Clerk advised that he was aware from the Chair of the need to look at meeting dates in order to allow more Members to attend. He advised the critical dates where the Board needed to meet its legal requirements, as set out in the papers provided, and suggested that three meetings were held in line with these requirements and that the Board's regular Tour of Inspection could be held at a time to suit as a more informal meeting. Vice Chair commented that meetings were not possible on a Thursday due to Council meetings and that the day of the meeting was more important than the month. Chair proposed a Wednesday then JH stated he was Chair of Planning Committee which met on a

Wednesday but he had no objections provided these dates were considered. Chair suggested Clerk liaised with JH regarding these dates. DS suggested that the times of the meeting could be amended. Clerk acknowledged the Boards comments, advising that other IDBs planned the following year's meetings at their November meeting adding that November 10th was currently available for a meeting to be held but that he would liaise with JH regarding the planning dates after the meeting.

- 2021.45** Board Member Training – Clerk advised that the training held in March would be noted by the External Auditor. Chair enquired what other training was available, requesting a list be emailed to all Members so interest could be confirmed. Clerk agreed this would be sent.

FINANCIAL REPORT

- 2021.46** Rating Report – RO advised closing balance for the year ending 31st March 2021 was £13,576.82 which was a marked increase on the previous year, in part believed due to the Covid pandemic with the % increase being similar to other Boards within the Shire Group. RO then referred members to Appendix B noting that 22 accounts which had no land attached required approval to remove current balances which would increase the amount outstanding to £13,758. **Approval proposed by Vice Chair, seconded by SB.** RO then advised members of the collection process that would be undertaken to reduce the outstanding balance stating that a reminder would be issued in September, a second reminder in October with a Solicitors Letter being issued after that before any necessary Court action was undertaken.

- 2021.47** Audit – Information noted.

- 2021.48** Risk Register – FO advised that the items in red had been amended since the last meeting and took members through the changes. JH queried the costs associated with the change from Red diesel to white. Clerk confirmed there would be a 50% increase and that this may not be feasible for some of the smaller contractors which was a concern for the whole industry. PJ queried why the register was in red regarding the Engineer when they had just been introduced to the new appointee and surely there should be a backup in place which would reduce the risk. FO confirmed that JBA had an extensive list of Engineers who could assist if necessary explaining that the report had been produced by the previous Management Company and going forward would be reviewed and changes incorporated. He then asked members to confirm if they were prepared to approve as it stands on the basis that it would be reviewed and amended as appropriate. **Approval proposed Vice Chair, seconded JH.**

- 2021.49** Annual Governance and Accountability Return (AGAR) Section 1 – Approval proposed by Vice Chair, seconded SB, all Members in agreement.

- 2021.50** Accounts for the Year Ending 31 March 2022 – FO referred members to the additional report provided with the meeting papers advising the Board was in a healthy financial position with a balance of £141,870 which equated to a 66% level compared to annual expenditure. Vice Chair pointed out that the Board had a good success rate with outstanding rates and that Members and the Engineer would visit ratepayers stating that a list of those outstanding would be helpful at the next meeting. **FO advised approval of Accounts was required, proposed Vice Chair, seconded JH, all Members in agreement.**

- 2021.51** Budget Variance Report – FO advised information for note, confirmed the rates set for the current year and that there would be a uniform rate across districts the following year. PJ asked how the rate set compared with other Boards. Clerk advised this was dependent on the nature and area of the IDB stating that another Board within the Group was a similar size with regard watercourses and had a rate of 12.5p, there was a small Board with one pumping station with a rate of 19p and a larger Board with a rate at 8.75p which had recently had a

tremendous amount of development which had reduced the rate. Clerk continued adding that the Board could set a reserve policy level which would help with budgeting and that a five-year budget was produced for other Boards which gave an idea of future costs and rates. Chair suggested a reserve be put in place with regard the issues surrounding red diesel and that a buffer to cover any uplift in costs would mean they could continue work as is. Clerk said this could be considered in the budget pointing out that the current maintenance contract expired at the end of March so a compliant tender needed to be prepared and additional costs could be expected due to the red diesel issue. Vice Chair stated with regard increase in costs the Board were consistently under spending due to either the weather or the recent pandemic and they had the option to increase the rate or borrow funds and felt whilst it needed monitoring it was not of a great concern.

2021.52 Annual Governance and Accountability Return (AGAR) Section 2 – Approval proposed by Vice Chair, seconded PJ, all Members in agreement.

2021.53 Schedule of Payments – **Approval proposed by Chair, seconded SB, all Members in agreement.** PJ queried amount paid for ADA subscription stating it was a substantial amount and what did the Board receive for that. Clerk advised that ADA did significant amount of work behind the scenes that Boards not necessarily aware of including lobbying of Government, as in the case of the red diesel issue. He added that he had been a member of the ADA policy & finance committee on two occasions and had worked on the rating issue that was currently going through the Environment bill which had an impact on the whole industry. He pointed out that the subscription fee was based on the size of the Board and its annual value. Vice Chair added that they received value for money as ADA were very approachable and had received plenty of advice over issues raised. JH concurred stating that they provided the IDBs connection to Government.

2021.54 Chair asked DS for clarification on issue raised regarding River Lugg. DS said aware don't manage whole of Lugg area but queried if there was a document showing which parts were maintained. Chair confirmed map on website and said could be issued to Parish Councils and other parties. Clerk to arrange. JC confirmed that all members had been given a map so should be available to all council members.

ENGINEERS REPORT

2021.55 Eng. advised report was prepared by Les Harrison and for information. She confirmed she had started work last week and had already made contact with the Board's contractors.

2021.56 Clerk referred to Item 4.2.1 advising that the EA had produced an annual maintenance programme which would show any works planned within the Board's area and that a new Riparian Rights document had been produced which replaced the previous Living on the Edge document and links to these had been provided in the papers.

2021.57 Vice Chair gave his apologies to Engineer over their missed meeting and advised that the Board would support her in her role.

2021.58 PJ advised that riparian rights were rising up the agenda at the Council so believed this issue would become more prevalent and stated that entering of land should be undertaken diplomatically and with biosecurity measures in mind as had problems in the area with TB. JH advised that both the Board and EA had permissive powers to enter land but that the EA had not been doing as much work as previously undertaken.

2021.59 Chair queried if the programme of works was back to where it should be following the pandemic. Clerk confirmed a programme had been provided by Les Harrison and that any watercourses not completed were part of the current year programme.



2021.60 DS queried about any legal concerns surrounding closed watercourses stating had issues with flooding within his area. JH pointed out that would always be a drainage authority and if not within the Board's area then the appropriate Council would have responsibility. Clerk confirmed that it would still come back to the riparian owner and landowners on both sides of a watercourse have the responsibility to keep clear.

2021.61 Clerk referred to comments JH made regarding the EA and reduced level of works pointing out that himself and the Chair had recently attended a partnership meeting with the EA and would develop that relationship and encourage them to undertake works with the possibility of the Board also undertaking work under PSCA's.

HEALTH, SAFETY AND WELLBEING

2021.62 Information noted.

ENVIRONMENTAL ADVISER'S REPORT

2021.63 Information noted. Clerk encouraged members to read the report stating it was a very comprehensive report showing the work that could be done.

Any Other Business

2021.64 Chair referred to Tony Norman and the Black Poplars he was looking to move stating that that the Board could assist him further and requested the Clerk make contact to discuss adding that she was aware of existing catchments of Black Poplars that would be pleased to receive more. Clerk confirmed he would action stating that it would be a good legacy for Les Harrison who was keen on getting them planted.

Date of Next Meetings

2021.65 Clerk confirmed he would email proposals to members for consideration. JH advised that the Council Planning meeting was booked for 17th November and proposed that the Clerk's earlier suggestion of Wednesday 10th November would be okay. All members confirmed okay with date for 11.00am start.

2021.66 Chair thanked all for attending and contributions and closed meeting at 12.20pm.

1.5 Matters arising there from not elsewhere on Agenda

1.6 Complaints/FOI/EIR requests

None received.



17 Dec 2021