



# 1. Governance

**Recommendation:**

- Note the information contained in this report

## 1.1 Apologies for Absence

## 1.2 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.

## 1.3 Minutes of the Meeting held 7 February 2022

MEMBER	03.02. 2020	08.06. 2020	09.11. 2020	01.02. 2021	07.06. 2021	08.11. 2021	07.02. 2022
Margaret Armiger MA	√	√	√	A	√	√	√
David Barratt DB	√	-	A	-	-	√	A
Adrian Black AB	√	√	√	√	√	√	√
Chris Black CB	A	√	√	√	√	√	√
Sam Cross SC	√	√	√	√	-	-	-
John Coggan JC	√	√	√	A	A	√	-
Tony Ellerby TE	√	√	√	√	A	√	√
Ian Fleetwood IF	-	-	-	New	A	√	√
David Forington DF	√	√	√	√	√	√	√
Trevor Foster TF	√	√	√	A	√	√	A
Samuel Godfrey SG		A	√	√	√	√	-
Benjamin Jackson BJ	√	√	√	√	√	√	√
Johnathan Jackson JJ	A	√	√	√	√	√	√
Robert Kissaglis RK	-	-	-	-	-	New√	√
Paul Metheringham PM	√	√	√	√	√	√	√
Lesley Rollings LR	√	√	√	√	√	√	-
Ralph Ogg - Vice Chair	√	√	√	√	√	√	√
Neil Poole - Chair	√	√	√	√	√	√	√
Helen Rowson HR	√	√	√	√	√	√	√
Gwylim G Williams GW	-	-	New√	√	A	√	-
Janet Longcake JL	-	-	-	New√	√	√	√

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

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

**Board Employees in attendance:**

Callum Fox – Catchment Manager (Senior MEICA Engineer)	CF
Sam Benson – Assistant Catchment Manager	SB



### Apologies for Absence

**2022.1** Apologies were received from Mr. T. Foster and Mr. D. Barratt.

### New Employees

**2022.2** Chair introduced CF & SB and members then introduced themselves. Discussions took place on how they were settling in with both confirming it was challenging due to the area covered but that the transfer of knowledge from the Board's existing employee was excellent.

### Declarations of Interest

**2022.3** Clerk in relation to Item 4.1.1.

### Minutes of Last Meeting

**2022.4** Chair proposed approval of as true record and all Members in favour.

### Matters Arising

**2022.5** None.

### Clerks Report

**2022.6** Policy – Chair referred to Standards and Code of Conduct and requested Management Team review the policies in place so they are robust and defensible should the Board be challenged. All Members in agreement.

**2022.7** Finance Bill – Clerk advised that it appeared as though an exemption may be available for the use of red diesel, but that ADA was seeking further clarification. He confirmed that Members would be kept informed.

**2022.8** Environment Agency – Clerk advised that he and the Eng. had a meeting with the EA in March who were currently reviewing their policies which may give the Board the opportunity to undertake works on main river. An update would be given at the next meeting.

**2022.9** Employees – Clerk offered thanks to the current Employee for being very helpful with the transfer of knowledge to the new employees and confirmed that he had now reduced his hours during the winter months to two days per week with the intention for this to increase during the summer months when maintenance was undertaken.

**2022.10** CB suggested a tour around the district and pumping stations would be beneficial to new members. JJ stated that on the previous visit members had been supplied with a booklet including maps and requested an updated version be issued to all. Clerk confirmed this could be arranged with the Engineer and undertaken on the day of the next meeting.

### Financial Report

**2022.11** Rating Report – FO advised balance was now circa £3,000 with instalments due of £1,685 and five accounts at £1,125 with solicitors for further action.

**2022.12** Audit - Information noted.

**2022.13** Risk Register – FO took members through the register. **Approval proposed by BJ and seconded by TE.**

**2022.14** Budget Estimate & Rates – FO took members through the report advising that for the current year there would be a balance brought forward of £288,000 giving a reserve level of 58% which well exceeded the Board's 30% target. Referring to the new year the FO advised that watercourse maintenance costs would increase with the new employees and the buffer in place for red diesel. He added that cost savings for pumping stations should start to be seen as the new employees undertook work themselves rather than utilising contractors but that this would be offset by the anticipated rise in electricity costs due after September. FO advised that the rate could be left at its current level and although this would result in a deficit of around £31,000 the Board were in a good position with reserves which could be utilised to offset the



difference. This would result in a revised forecast of £207,345 with a reserve level of 39%. **All Members in agreement to leave the rate at 8.75p.**

**2022.15** Ten Year Budget Estimate – FO took members through. Chair requested clarification on Foreign Water Contribution and if received from EA. Clerk confirmed it was and that net of the Flood Defence Levy. Discussions took place with the decision taken to add as a potential risk to the Risk Register.

**2022.16** Schedule of Payments – Approval proposed by BJ and seconded by TE.

### **Engineer's Report**

**2022.17** Employee Transition – Eng advised this was progressing well with training due to be undertaken shortly and a formal review due at the end of the 6-month probation period.

**2022.18** Ravensfleet Pumping Station – Information noted.

**2022.19** Telemetry – Information noted with Eng adding that approval of a £30,000 contribution had now been received from the Trent RFCC.

**2022.20** Burringham Reservoir – Eng advised that the draft flood plan had now been completed and required review.

**2022.21** Riddings Lagoon - Eng confirmed information provided in papers and asked for Board approval. Discussions took place with JJ proposing that minimum intervention work undertaken to reduce risk, TE seconded.

**2022.22** Morton Warping Drain Culvert – Information noted. Discussions took place with conclusion that Board would continue to assist Councils to resolve issue.

**2022.23** Watercourse Maintenance – Eng advised that Sweetings were two weeks from completing works due to a late start in the Northern section but that an earlier start was proposed for the coming season utilising the Board's current employee.

**2022.24** Main River – Eng advised that the EA were expected to finish modelling the Eau in February which should assist with solutions to reduce flood risk with outputs and options to be reviewed. Chair advised he and Vice Chair had attended a meeting in Doncaster where a presentation was given by the CEO of Ouse & Humber Drainage Board on re-establishing channels and believed this could be a possibility for the Eau east of Scotter. Eng advised that a PSCA meeting was to be held with the EA regarding future main river maintenance.

### **Health, Safety & Wellbeing Report**

**2022.25** Information noted.

### **Representation**

**2022.26** Information noted.

### **Date of Next Meeting**

**2022.27** 6 June 2022, including district tour. Chair thanked all for attending and closed the meeting.

**UPDATE:** Due to other commitments the Clerk and Engineer are not available on 6<sup>th</sup> June 2022 so the meeting and tour will now take place following week on the 13<sup>th</sup> June 2022.

## **1.4 Matters arising not discussed elsewhere**

## **1.5 Complaints/FOI requests**

There have been no complaints or FOI requests received since the last meeting.