



# 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 13 June 2022

MEMBER	08.06. 2020	09.11. 2020	01.02. 2021	07.06. 2021	08.11. 2021	07.02. 2022	13.06. 2022
Margaret Armiger MA	√	√	A	√	√	√	-
David Barratt DB	-	A	-	-	√	A	√
Adrian Black AB	√	√	√	√	√	√	√
Chris Black CB	√	√	√	√	√	√	√
John Coggan JC	√	√	A	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 Metherringham 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

**Apologies for Absence**

**2022.28** Apologies were received from Mr. J. Coggan and Mr. J. Jackson.

**Declarations of Interest**

**2022.29** None.

**Minutes of Last Meeting**

**2022.30** Chair proposed approval of as true record and all Members in favour.

**Matters Arising**

**2022.31** None.

**Complaints/FOI Requests**

**2022.32** None.

**Clerks Report**

**2022.33** Policy – Information noted.

**2022.34** Legislation – Information noted with discussions around Item 2.2.3 and the expansion of IDB districts. Chair requested this be added as an Agenda item for the next meeting.

**2022.35** Environment Agency – Information noted.

**2022.36** Employee Remuneration – Chair proposed approval of Clerk's recommendation of a 3% increase, CB seconded and All Members in favour.

**Financial Report**

**2022.37** Rating Report – FO advised balance at year end was £1,783 and that Court Action had been taken with two ratepayers having settled their debts, one had agreed to settle upon sale of the land held with £616 still under investigation as Court letters had been returned. He confirmed that of the new drainage rates issued 50% had been collected to date.

**2022.38** Audit – FO stated the internal audit had just been completed and members should have recently received a copy of the report, apologising for the late issue. He confirmed the auditor had raised one issue with the bank mandate which he assured would be resolved with the Chair following the meeting.

**2022.39** Annual Governance & Accountability Return (AGAR) Section 1 – FO took members through the report. **All Members agreed approval.**

**2022.40** Accounts for the Year Ended 31 March 2022 – FO took members through the report confirming that a surplus of £18,436 had been generated in the year. The transfer to the New Work & Plant Account and the transfer from the Motorways Culvert commuted sum meant the Board had a revenue carried forward balance of £304,891 equating to a reserve level of 64%. GW queried if efficiency gains were being looked at such as slow start motors. Eng advised that an inverter had been put in at Jenny Hern pump station and the other stations would have them fitted as part of their refurbishments. FO referred to the New Work and Plant account stating that part of the Grant monies for the works to Burringham and Ravensfleet had been received. Chair asked if this was making interest. FO confirmed it was. Chair queried if there was a risk management process involved as aware of previous issues with the Icelandic Banks. FO confirmed that the most appropriate deposit accounts with current lenders were being utilised. Clerk stated that an investment policy could be tied into the reserve policy. GW queried if keeping money in reserve then could this not be used to pay more off the Board





loans. Chair advised the monies were Grant funds for specific purposes. Clerk advised members how the PWLB operated concluding there was no benefit to paying off early. Chair asked for investment policy to be brought to the next meeting for approval. FO then took members through the balance sheet before **approval proposed by BJ, seconded by SG and all Members in favour.**

**2022.41** Budget Comparison – FO took members through.

**2022.42** Annual Governance & Accountability Return (AGAR) Section 2 – FO took members through the report. **All Members agreed approval.**

**2022.43** Ten Year Budget Estimate – FO stated this was for note confirming it was a forecast which included inflation and the anticipated fuel and electricity costs rises. He advised that the Boards current electricity costs were fixed until September. Chair referred to the tour undertaken that morning and queried if any works to the lagoons had been scheduled in the forecast. Clerk confirmed not, stating that Ridings Lagoon would require clearing of the silt traps whilst Westcliff Lagoon was overgrown and would need opening up. He advised the FO and Eng would liaise to obtain costs and once received add to the forecast and report back to the Board. He reminded members that the lagoons were Board owned sites and they had riparian responsibilities to maintain. GW asked if efficiency gains had been incorporated in the forecast. FO confirmed they had under pump station maintenance adding that the new MEICA engineer employed by Ancholme IDB that they shared had already made some savings and was in the process of identifying future savings. He confirmed these figures would be brought to the Board at the next meeting.

**2022.44** Schedule of Payments – BJ queried compensation payment to Lisa Favell. FO advised related to machine damage caused to a picnic bench with payment being settled as a goodwill gesture. **All Members agreed approval.**

#### Engineer's Report

**2022.45** Employee Transition – Clerk declared an interest in this item. Eng confirmed that both new employees had successfully completed their six-month probation and as a result, the existing employee had reduced his hours to two days until the flailing season started.

**2022.46** Main River – Eng advised that the EA have indicated they will continue to maintain the River Eau through Scotter down to the Trent. He confirmed that a meeting had been held on site with the EA, Board and ratepayers upstream of Scotter and that two key areas had been identified as requiring desilting with the remainder to be flailed. He stated that the EA were considering a PSCA agreement with the Board and costs were currently awaited from the Board's contractor which would then be put to the EA for approval. He stated that as works were proposed to start in September he was seeking agreement from the Board to delegate powers to the Chair & Vice Chair or, a number of members for a Task & Finish Group, so that a decision could be made before the next Board meeting. Discussions ensued with Chair proposing that he and Vice Chair be given delegated powers and that they would not agree additional costs but would seek to recover from the EA. **All Members in agreement.**

#### Environmental Report

**2022.47** Information noted.

#### Health, Safety and Wellbeing Report

**2022.48** Information noted.

#### Representation

**2022.49** Information noted.

#### Date of Next Meetings

**2022.50** 7 November 2022 and 6 February 2023. Chair thanked all for attending and closed the meeting.



#### **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.

*RD*  
*21/11/2022*