

1. Governance

1.1 Apologies

1.2 Declaration of Interest

1.3 Minutes of Meeting 31 May 2022

Present	Ray Sutherland – Chair	RS
	Andrew Harp – Vice Chair	AH
	Len Bates	LB
	Frances Beatty	FB
	Neil Brown	NB
	Ralph Cooke	RC
	Paul Edwards	PE
	Angela Loughran	AL
	Mark Winnington	MW

Also in attendance on behalf of Stafford Borough Council

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

Craig Benson	Clerk
Paul Jones	Engineer
David Blake	Financial Officer

Apologies for Absence

2022.26 Apologies were received from Tony Parrott, Jeff Sim, Tim Williams and Graham Bower.

Declaration of Interest

2022.27 MW declared an interest in item 2.8 as he was a member of the Show Committee.

Complaints and Freedom of Information Requests

2022.28 None.

Minutes of the Last Meeting

2022.29 Minutes of the last meeting held on 9 February 2022 were considered, **proposed as a true record by RC, seconded LB and approved by the Board.**

Matters Arising

2022.30 There were none.

CLERK'S REPORT

2022.31 Policy – Clerk advised that the Government had proposed to undertake a review of the government's "arms length" public bodies, which included IDBs, in an attempt to save £800m. The consultation on the Storm Overflows Discharge Reduction Plan will commence later on in the year.

2022.32 Legislation – It was noted that the Excise Notice 75 had now been updated to reflect the exemption for work that benefits agricultural land. The Board's contractor had been informed of the requirement to register with DEFRA to enable them to continue to use Pesticides.

- 2022.33** ADA National – Members noted with interest the release of the IDB specific Carbon Calculator. This spreadsheet would be review by the Clerk and Engineer to see how the Board could use the calculator to record the current levels and any opportunities to reduce the carbon footprint.
- 2022.34** This year will be an election year for the elected members. RC proposed, AH seconded and the Board approved the following procedures :-
- i) To confirm the appointment of JBA Consulting as returning officer.
 - ii) A draft register of electors was prepared on 1 April 2022 and has been advertised on the Board's website. The Board are asked to consider any representations made by the public and approve the register. This approval must then be advertised.
 - iii) It is proposed to receive nominations by post and the last date for return of the nomination papers is Friday 7 October 2022.
- If there are more candidates nominated than the fixed number of elected members, then a poll must be arranged and the date for that poll is to be Friday 28 October 2022.
- 2022.35** Annual Report – Members noted the report that was circulated with the meeting papers and thought it was a useful summary of the Board's activities during the preceding year.
- 2022.36** Board Opportunities – The Clerk delivered a presentation on the possible future direction of the Board. Namely, the use of the latest Domestic and Non-Domestic Rating lists and the current land values as an alternative to calculate the drainage rates and special levies issued by the Board. Secondly, the possibility of extending the Board's area to the Hydraulic Catchment. Members were keen to understand the implications of both and the pros and cons of these opportunities. It was agreed that the presentation would be circulated to members and that this item should be included on the Agenda at future meetings. The Clerk was thanked for the thought-provoking presentation.
- 2022.37** Management Services Contract – Members noted that the existing contract would have run for 5 years by the end of March 2023 and were asked to consider the options. Following a discussion FB proposed, seconded by AH and approved by all that the contract should be extended for a further 5 years to the end of March 2028. The Clerk thanked members for their continued support of his team and would update the contract accordingly.

FINANCIAL REPORT

- 2022.38** Rating Report – Clerk advised current balance now at £1,280.67. Court action was to take place on 1st August. One debtor has since paid in full leaving seven ratepayers. 27.86% of the new drainage rate demands have been collected to date.
- 2022.39** Schedule of Payments – **Approval proposed by AH and seconded FB.** MW asked if the maintenance contractor had indicated any increase in rates for the forthcoming year. the ENG confirmed not as yet but was expecting an increase under the present economic climate.
- 2022.40** Internal Audit – Member noted the positive Internal Auditor's report.
- 2022.41** AGAR Section 1 – The FO took members through Section 1 of the AGAR, the approval of which was proposed by FB, seconded by AH and approved by the Board.
- 2022.42** Annual Accounts – The FO reviewed the Board's accounts for the year ending 31 March 2022. FB proposed, LB seconded, and Members approved them.
- 2022.43** Budget Comparison – The FO compared the out turn figures with the Budget and the variances were noted.
- 2022.44** AGAR – Section 2 – Members reviewed this Section of the AGAR. FB proposed, AH seconded, and the Board approved the document.
- 2022.45** Five Year Budget Estimate – The FO took members through the report.

ENGINEER'S REPORT

- 2022.46** Information noted.
- 2022.47** Hydraulic Modelling – Eng. advised that he is waiting for the Environment Agency to update him with the progress of the calibration of their model.
- 2022.48** Ordinary Watercourses – Eng. Was hoping that the developer would assist with the location of this pipeline on Silkmore Crescent.



HEALTH & SAFETY REPORT

2022.49 Information noted.

ENVIRONMENTAL REPORT

2022.50 Information Noted.

ANY OTHER BUSINESS

2022.51 None.

DATE OF NEXT MEETING

2022.52 16 November 2022.

2022.53 Chair thanked all for attending and closed the meeting.

1.4 Matters Arising Therefrom Not Elsewhere on the Agenda

1.5 Complaints and FOI

1 complaint was received and resolved as below.

Status	Date Received	Submitted By:-	Ackby	Format	Concerning	Nature of Complaint/Request for info.	Dealt with by:-	Response / Action Taken	Matter resolved to satisfaction of Complainant?	Location of Correspondence	Date of response
RESOLVED	28.07.22	Amy Evans (P.I.A. Consultants)	MJ	email	Consent Determination Timescale	Consent Officer requested additional Hydraulic Model evidence to demonstrate no increase in flood risk due to proposals	PJ	Additional information submitted for Review Standard Consent Determination Timescale does not apply if further information / evidence is required. Delay in Review caused complaint to be raised. Further evidence reviewed and Consent Approved	Yes	email and Consent 511	02.08.22

