

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 23 November 2022

Members Present	12.5.2021	24.11.2021	26.01.2022	15.06.2022	23.11.2022	
Paul Andrews PA	-	A	√	√		
Christy Bolderson CB	√	-	√	√	√	
Sebastian Bowen SB	√	A	√	A		
John Cawley JC	√	A	√	√		
Zita Chilman ZC	√	A	√	√	√	
Richard Corbett RC	A	A	√	A		
Malcolm Davies MD	√	√	√	√	√	
Noorissa Davies ND	√	√	A	√	A	
Nic Eynon NE	A	-	-	√	√	
John Hardwick JH	√	√	√	√		
John Harrington JHa	A	-	√	√		
James Hereford JHe	√	A	√	√	√	
Peter Jinman PJ	√	-	√	A	√	
James Makin JM	A	A	√	√		
Tony Mitcheson TM	√	√	√	√		
Roger Phillips RP	A	√	A	A		
Charles Pudge Vice Chair	√	√	√	√	√	
John Stone JS	A	A	√	√		
David Summers DS	√	√	√	√	√	
Elissa Swinglehurst Chair	√	√	√	√	√	

In attendance on behalf of JBA Consulting

Officer: Craig Benson
Anne-Clare Landolt
David Blake

Clerk (Attended virtually)
Engineer
Finance Officer

Guest Present: Fred & Jack Meredith

John Meredith Plant Hire

Members of the Public in Attendance

None

Declaration of Interest

2022.63 None.

Apologies for Absence

2022.64 Apologies were received from Noorissa Davies.

Chair's Announcements

2022.65 The Chair passed over to the Vice Chairman, who thanked the previous contractor John Meredith & Sons for all their hard work over years. He then and awarded Fred & Jack Meredith with a gift on behalf of the board.

2022.66 Minutes of the Meeting held on 15 June 2022.

2022.67 Minutes of the meeting were considered. **JHe proposed, Vice Chair seconded and members approved as a true and correct record.**

Matters arising not discussed elsewhere on Agenda

2022.68 2022.11 - The Chair asked if members had been undertaking water quality testing. A discussion then ensued where it was agreed that members would continue testing.

Complaints/FOI/EIR requests

2022.69 None received.

CLERK REPORT

2022.70 Policy – Clerk advised Members that the changes to the GDPR and Data Sharing Policies were only minor. Both had been produced before the law came into effect so the clause referring to this had now been updated. Approval proposed by ES, seconded MD, All Members in agreement.

2022.71 Legislation – For Note.

2022.72 ADA – For Note.

FINANCIAL REPORT

2022.73 Rating Report – FO advised the balance outstanding had now been reduced to £8,825 at the year end. Of which, £7,781 related to 15 accounts and solicitor letters had been sent. DS asked for the cost to appoint a solicitor. FO advised that this cost would be passed to the debtor but would bring a breakdown of the costs to the next meeting.

2022.74 Internal Audit – For Note.

2022.75 Budget Comparison- The FO compared the to date figures with the Budget and the variances were noted. He explained that both income & expenditure were exactly where we would expect to be at this point and the forecast will not deviate too far from the budget. CB pointed out that the maintenance spend was low compared to budget. FO confirmed that work has been carried out but we had only received & paid 2/3 invoices. The Eng confirmed that we had received more invoices over the last week or so and total maintenance was at £110k.

2022.76 5 Year Budget Estimate– The FO talked members through the 5-year budget estimate. This allows members to see the direction of travel and the expenditure levels expected for the next 5 years the effect this had on the rate and reserve level. JS asked if inflation had been incorporated and if so what level? FO confirmed inflation was built into the forecast at a level of around 10%. CB thanked the FO for listening to members regarding the direction of travel, with emphasis on maximising maintenance whilst drawing down reserves rather than increasing the rate. JH asked what the administration costs to the board were? The FO pointed out that this cost centre was made up of audit, travel and other general office expenses. A breakdown of these costs are provided in the boards accounts.

2022.77 Schedule of Payments - **Approval proposed by ES, seconded by MD and approved by members.**

2022.78 Risk Register & Policy Statement– FO informed members that the Policy and corresponding RR was currently under review with the assistance of CB. Completed versions will be provided at the next meeting.

ENGINEERS REPORT

2022.79 Eng. advised the report was for information with the following updates:

2022.80 Confirmed 93% of flailing programme has been completed, the contractors were now delivering after initial teething issues. DS commented this was to be expected, that it will take time to become familiar with the district and consideration should be given.

2022.81 Requests in relation to the bridge on Moreton Lateral 3 and bank of Lawton Brook under section 4.1.5 have been deferred.

2022.82 Board agreed that the landowner who is claiming against the IDB in relation to the escape of his cattle in 2021 should take his complaint through the IDB formal complaints process. The Board did not feel it was appropriate to reimburse his claim. The IDB is not liable for this damage.

2022.83 Engineer set out in more detail the issues around the new maintenance contract and the potential of costs increasing due to the method of how the drains are maintained. CP and NE offered to be part of a working group to assist the engineer with this.

2022.84 Board agreed to Engineer's request to fund an external consultant if required for consent in relation to the large solar farm at Westhide. There was however a query concerning how much this might be. Engineer will inform chair of any costs prior to commissioning any works.

HEALTH, SAFETY AND WELLBEING

2022.85 Information noted.

ENVIRONMENTAL ADVISER'S REPORT

2022.86 FO confirmed the report was for note, stating that the ecologist is hopeful the board will begin to implement the actions in line with the plan. CB pointed out that this is one of the boards objectives and that as a board we should meeting this objective. The Chair advised she would speak to the clerk and discuss the plan regarding the BAP going forward.

Any Other Business

2022.87 None.

Date of Next Meeting

2022.88 25 January 2023. This meeting would be held in person at a venue to be confirmed. Possible locations included Warton Court & Grange Court in Leominster.

1.5 Complaints/FOI Requests

The Board have not received any formal complaints since the last meeting but there are two ongoing issues that may result in a complaint during this year, if they are not resolved to the satisfaction of the individuals.