

# 1. Governance

## 1.1 Apologies for Absence

## 1.2 Declaration of Interest

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

## 1.3 Minutes of the Meeting held 13 June 2023

MEMBER	10.1. 2023	13.6. 2023				
Martin Belton MB – Chair	√	√				
Michael Dougherty MD	√	√				
Douglas McTaggart DMT	√	√				
John Barker JB – Vice Chair	√	√				
John Oldridge JO	√	A				
Cllr Liz Sargeantson LS	-	-				

### In attendance on behalf of JBA Consulting, Clerk, Engineer and Environmental Adviser:

Mr Paul Jones – Engineer to the Board	PJ
Mr Mark Joynes – Finance Officer	MJ
Mr Craig Benson – Clerk to the Board	CB

### Apologies for Absence

**2023.29** Apologies were received from Mr John Oldridge.

### Declaration of Interest

**2023.30** Clerk explained to members they could declare any interest at the beginning of the meeting or when any particular matter was discussed. None were declared.

### Minutes of the Meeting held 10 January 2023

**2023.31** Minutes of the last meeting were circulated with the meeting papers. The minutes were taken as read. **MB proposed and DMT seconded the Minutes be approved for signature by the Chairman, all in agreement.**

### Matters Arising Not Discussed Elsewhere

**2023.32 Maintenance of Warping Drain:** The Clerk informed members that he had received a letter from Reedness & Swinefleet Drainage Board with respect to the Board's agreement with them to discharge water into Swinefleet Warping Drain. R&SDB were experiencing increased costs to maintain this drain and they were seeking to prepare a new agreement between themselves and the Board. As part of the new agreement, The Board's contribution would also be reviewed. The Clerk confirmed that the annual contribution had stood at £600 since 1999/2000. MB said he was agreeable to the review taking place. DMT said any allowance in the event of flooding should be clarified and briefly discussed the possibility of a second pipe. JB pointed out that any restriction will

affect the water on Thorne Moors. The Clerk was instructed to respond to R&SDB and to report back on behalf of the Board.

### CEO's Report

The Clerk's report was read and approved.

### Matters Arising

**2023.33 Annual Report:** the information in the report was noted.

**2023.34 DEFRA Water Management Grant:** the information in the report was noted.

**2023.35 Policies:** The Clerk advised that the Water Level Management policy had been updated to take in to account the revised national objectives. **JB proposed the Board approve the changes, DMT seconded and all were in agreement.**

### Finance Report

The Financial report, copies of which had been circulated with the meeting papers, was considered and adopted by Members.

### Matters Arising

**2023.36 Rating:** The finance officer reported the first instalment of the special levy for 2023/24 was received and approximately 44% of the drainage rates had also been received as of 30 May 2023.

**2023.37 Internal Audit:** the finance officer also gave a brief summary of the internal audit report, copies of which had been distributed to members before the meeting. No major issues were reported. The longstanding issue with a nominated member from East Riding of Yorkshire Council was briefly discussed along with other perennial issues such as reserve levels and the Board's Risk Register and system backups, which were all considered satisfactory.

**2023.38 External Audit:** the finance officer reported the documents would be submitted to the external auditor within the required timescales.

**2023.39 External Audit – Annual Governance Statement:** Members were asked to consider and approve the Annual Governance Statement contained within Section 1 of the Annual Governance & Accountability Return. After reviewing the assertions **DMT proposed, MD seconded, and members approved the statement.**

**2023.40 Budget Comparison & Electricity Costs:** Members noted the Information. Finance Officer informed the Board he had been in discussions with the Woldmarsh Buying Group, and they believed electricity costs had stabilised to a degree and were projected to be around 26-27p per kWh on the day rate and around 23p on the night rate for the next 18 months. DMT asked if the likely costs were reflected in the five-year budget, this was confirmed by the Finance Officer who added that it was very difficult to predict, even with the above information as usage volume was unpredictable, depending largely on rainfall. The Board acknowledged they could only make sensible provisions.

**2023.41 Accounts for the Year Ended 31 March 2023:** Members reviewed the Accounts that were circulated with the meeting papers, and they agreed to approve the accounts as presented. Finance Officer noted that the Board had run a surplus of £587.15 for the year with the reserves at the year-end standing at £19,170.71, with most of the expenditure variances discussed in the previous section. **DMT proposed, JB seconded, and members approved the statements.**

**2023.42 External Audit - Accounting Statements the Year Ending 31 March 2023:** Members were asked to consider and approve the Accounting Statements contained

within Section 2 of the Annual Governance & Accountability Return, which were a summary of the accounting statements previously approved. **MD proposed, JB seconded, and members approved the statement.**

**2023.43 Five-Year Forecast:** Members noted the information, in particular the expected depletion of reserves given the high utility costs.

**2023.44 Schedule of Payments:** The Board approved for signature by the Chairman a schedule of payments made since the last meeting totalling £18,851.16, of which £3,713 were paid by direct debit or approved by the Officers only. **DMT proposed the Board approve the schedule and MB seconded.**

### Engineer's Report

The Engineer's report was read and approved.

### Matters Arising

**2023.45 Natural England:** Engineer reminded members that we await the water balance from NE indicating the volume of water entering the District and NE intend to continue monitoring for as long as possible before the Board can consider what is required in the District and how that interacts with Reedness & Swinefleet DB Warping Drain.

**2023.46 Associate of British Ports:** Engineer informed the Board the ABP Estates Team had agreed to set up a meeting over ownership/responsibility of Shipcote sluices / outfall and that Gary Holts remained a point of contact. JB asked if any documents existed. Engineer confirmed not, and that it ultimately came down to ownership. The title was unregistered; although it may still be owned; ABP assumed it was Board responsibility but it falls outside the drainage district.

**2023.47 Ordinary Watercourses:** Members noted the information in the report.

**2023.48 Planning Applications:** Members noted the information in the report. DMT enquired about the planning application reported. It was confirmed that it related to the Square just off Swinefleet Road and proposed the erection of a storage shed. It was unlikely to affect any watercourses. JB said he was aware of the application, and that it had been refused.

### Environmental Report

The Environmental Report circulated with the Meeting Papers was read and approved.

**2023.49 Legislation:** Clerk informed the Board their Biodiversity Action Plan covers the new requirements of the Environment Act 2022.

**2023.50 Biodiversity Action Plan 2020-2025:** Members noted the information and noted that an update would be given following this year's visits.

### Health & Safety Report

The report which was circulated to members was read and noted by members.

### Any Other Business

**2023.51 Natural England:** JB informed the Board a land agent representing Natural England had been in contact and wished to purchase some land. This was in relation to the future management/maintenance of the SSSI, water balance and working with the IDB. DMT commented Natural England had also been in contact with them too.

**2023.52 Board Meeting Time:** DMT said he preferred the 1:00pm start time for Board meetings as it better suited him, and that future meetings should commence at this time. All members and officers were in agreement.



**2023.53 Management Contract:** Clerk thanked the Board on behalf of everyone in the management team and JBA Consulting for renewing the contract and for the support given over the years.

**Date of next meeting**

**2023.54** The meeting was closed at approximately 1:50pm. The next main meeting will take place at 1:00pm on Tuesday, 9 January 2024, with the venue likely to be Swinefleet Village Hall once again.