

1. Governance

1.1 Apologies

1.2 Declaration of Interest

1.3 Public Forum

1.4 Minutes of Meeting 15 November 2023

Present

MEMBER	31.05. 2022	15.11. 2022	1.2. 2023	30.5. 2023	15.11 2023
Frances Beatty FB	√	√	√	A	A
Graham Bower GB	A	√	√	x	x
Neil Brown NB	√	√	A	√	√
Paul Edwards PE	√	A	√	√	A
Victor Kelly VK					A
Angela Loughran AL	√	√	√	A	√
Brendon McKeown BMK					√
Anthony Parrott AP	A	√	A	A	A
Jeff Sim JS	A	√	A	√	A
Scott Spencer SS					A
Ray Sutherland - Chair	√	√	√	A	√
Tim Williams TW	A	A	x	x	x
Mark Winnington MW – Vice Chair	√	√	√	√	A
Ralph Cooke RC	√	√	√	√	Replaced
Len Bates LB	√	√	√	A	Replaced
Other Attendees					
Phil Bates (Stafford BC Officer) PB	√	A	√	A	A
Attended √	Apologies A		No Apologies x		

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

Craig Benson
Paul Jones

Clerk
Engineer

Apologies for Absence

2023.52 Apologies were received from Frances Beatty, Victor Kelly, Jeff Sim, Mark Winnington, Phil Bates and Paul Edwards. Apologies were also received from the Financial Officer who was attending another IDB meeting. The Chairman raised concerns over the members who had not given their apologies for not attending the meeting. He proposed that if any member had not given their apologies for three consecutive meetings, they would be removed from being a Board member. This was seconded by AL and approved by all present. AL also suggested to contact the member if they failed to give their apologies for two consecutive meetings.

Declaration of Interest

2023.53 There were none.

Minutes of the Last Meeting

2023.54 Minutes of the last meeting held on 30 May 2023 were considered, proposed as a true record by NB, seconded AL and approved by the Board.

Matters Arising

2023.55 There were none.

Complaints and Freedom of Information Requests

2023.56 There were none.

CLERK'S REPORT

2023.57 Environment Agency – The Clerk discussed the recent Storm Babet and drew members attention to the “live flood map” that was available to view at any time. The link to which was contained in the papers. He encouraged members to use the link as it was of great assistance to both himself, the Engineer and contractor during such weather events.

2023.58 ADA – The ADA National Conference was to be held on 21 November 2023 at One Great George Street, Westminster. Members were invited to contact the Officers if they wished to attend. It was noted that there would be no virtual attendance facilities for this year's conference, which was disappointing.

2023.59 ADA Marches Branch EA/IDB Liaison meeting – The Chairman updated members on the meeting that was held on 14 November. The topics covered was the impact of Storm Babet and the following recovery, EA maintenance, Flood Defence Levy and Foreign Water contribution for the following year, Maintenance of IDB Watercourses and other issues.

2023.60 Storm Babet – The Clerk referred to the letter ADA Chairman had sent to the Minister along with the briefing note that IDBs could share with the media. It was noted that IDBs currently do not have a formal mechanism to recover costs incurred during these adverse weather events. Whilst this IDB has few assets, those Boards with pumping stations for example, has seen them working throughout the event. The letter also refers to reduction in conveyance capacity of some main rivers well below their intended original design standard. It is worth considering “who” designed the rivers?

2023.61 Key Performance Indicators – The Clerk confirmed that these had been reviewed following the request made by members at the last meeting. The changes were noted.

FINANCIAL REPORT

2023.62 Rating Report – FO advised that the current balance was £57,990.11. The second instalment from Stafford Borough Council was expected anytime which amounted to £56,948. Leaving a balance of £1,042.11. 91.3% of drainage rates have been collected so far.

2023.63 Schedule of Payments – **Approval proposed by AL, seconded NB and approved by members.** It was noted the length of time to pay Derrington Village Hall for hire of the building for meetings. Clerk confirmed that the invoices were paid within 30 days of receipt. The Chairman declared an interest in this item, and updated members on the issues that the Trustees of the Hall had encountered. A family member was now the Treasurer of the Hall and invoices would be issued promptly in the future.

2023.64 External Audit – The External Audit was complete with no issues raised. The AGAR was available for inspection via the link in the papers.

- 2023.65** Internal Audit Review Meeting – This virtual meeting would take place on Tuesday 12 December. Invitations have been sent out to attendees.
- 2023.66** Budget Comparison – The Clerk compared the budget against the current figures that indicated income and expenditure were in line with budget.
- 2023.67** Five Year Budget Estimate – The Clerk reviewed the document and highlighted that the balance was in keeping with the Board’s reserve policy target.

ENGINEER’S REPORT

- 2023.68** Hydraulic Modelling – Eng. advised that the Board model was complete, and that the EA had indicated that their model was expected to be complete in December. The plan was to arrange a joint meeting/presentation showing both models to the Stafford County, Stafford Borough Council, and South Staffordshire Officers. Eng. requested contact details of the relevant individuals from each Council so they could be invited.
- 2023.69** Silkmore Drain (Main River) – Eng. confirmed that he had obtained a quotation from the Board’s maintenance contractor to undertake works to three sections of Silkmore Drain. The quote had been shared with the EA, for approval and funding, and that the works would likely be completed, if approved by the EA, during 2024. An update will be sent to Cllrs Cooke and Edgeller for their information.
- 2023.70** Ordinary Watercourses - Eng. confirmed that the maintenance works had progressed very well up until the Storm Babet event. It is likely that there will be a delay in completion of the works due to unfavourable ground conditions.
- 2023.71** Storm Babet – Eng. updated members as to the extent of the storm and confirmed approximately 48-54mm of rain fell within a 24-hour period on the 20 October. The IDB contractor was checking trash screens/grids as levels receded but no obstructions to flow within the watercourses were identified. The Chairman informed members of the work, that is being undertaken by the Woodland Trust. This involved straightening the Brook and replacing culverts to improve upstream conveyance.
- 2023.72** MSc Culvert Project – Linked to the hydraulic model, the Board has been approached by a MSc University student to use sections of the IDB model to test the impacts of culverts across the nation with a focus on climate change. A Data Sharing Agreement has been signed restricting the use of the data solely for the MSc Project and that the results would be shared with the Board.
- 2023.73** Planning – The planning and consent report was noted.

HEALTH & SAFETY REPORT

- 2023.74** Information noted.

ENVIRONMENTAL REPORT

- 2023.75** Stafford Brooks Project – The Clerk drew members attention to the contents of the report relating to the project that was kindly supplied by JS. It was hoped JS would be able to give a verbal update on the project and the BAP work undertaken at the meeting in January.

ANY OTHER BUSINESS

- 2023.76** None.

DATE OF NEXT MEETINGS

- 2023.77** 31 January 2024, Tonge Suite, Stafford County Showground.