Sow & Penk
Internal Drainage Board

1. Governance

1.1 Election of Chairman

1.2 Election of Vice Chairman

1.3 Apologies

1.4 Declaration of Interest

1.5 Public Forum

1.6 Minutes of Meeting 18 June 2025

Present

MEMBER	**15.11.23**	**31.1.24**	**28.5.24**	**19.11.24**	**29.1.25**	**18.6.25**
Frances Beatty FB						
Graham Bower GB						
Neil Brown NB						
Paul Edwards PE						
Victor Kelly VK	New					
Angela Loughran AL						
Brendon McKeown BMK	New					
Anthony Parrott AP						
Julie Read JR						New
Jeff Sim JS						
Scott Spencer SS	New					Resigned
Ray Sutherland - **Chair**						
Tim Williams TW						
Mark Winnington MW – **Vice Chair**						
Ralph Cooke RC	Replaced					
Len Bates LB	Replaced					
Other Attendees						
Phil Bates (SBC Officer) PB						
Anne Hobbs AH						
Member of the Public						
Attended		**Apologies**			No Apologies	

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

Craig Benson	Clerk
Paul Jones	Engineer
David Blake	Senior Finance Officer

Apologies for Absence

2025.32 Apologies were received from Brendan McKeown, Julie Read, Paul Edwards, Tim Williams and Phil Bates. Anne Hobbs present at the meeting in place of Julie Read.

Declaration of Interest

2025.33 There were no specific declarations. MW queried about raising a Declaration of Interest. Clerk advised the procedure. He then asked if there was a Register of Interests. Clerk confirmed Members had submitted Register of Interest Forms which were reviewed every three years following the elections. He added that if Members became aware of any changes they should advise the Board accordingly. VK confirmed that these forms should be reviewed every year. Discussions took place with the conclusion that a reminder would be sent to all Members to ask them to review and update as necessary.

Public Forum

2025.34 Chair advised that Cllr Anne Edgeller was present at the meeting for a specific item and asked all Members to introduce themselves. AE advised she was concerned with the situation with the Sow and Penk running through Silkmore and Rickerscote / Baswich meadows which is not moving at all and it needs clearing and queried what could be done to sort. Eng confirmed aware of situation and the contractor has cleared downstream into the Penk. The upstream section needed maintenance but this was riparian responsibility, however the Board's contractor could go in but funding was an issue. There is also another situation with regards Silkmore Lane system which is main river. The Board have attempted to raise funding via National and Treasury to support the works but unsuccessful and currently trying to find alternative forms of funding. AE thanked him for information he had provided to her and mentioned that she had spoken to the person in charge of flooding at the Council who had requested a meeting and asked if Eng would attend. Confirmed he would. AL then pointed out the discussions held at the last meeting regarding Radford Bridge and Highways adding jetting of the watercourse under the bridge to its programme and asked if that had been done adding that this had an impact on Silkmore Crescent. Eng confirmed that jetting had been raised with Highways but Silkmore Crescent entered into the Penk in two locations, one south of Radford Bank and one north of Radford Bank. Discussions also took place with Eng advising that the Environment Agency model was still in production and once complete would contact to look at the area with the possibility of the Board undertaking main river work. AE left the meeting.

Minutes of the Last Meeting

2025.35 Minutes of the last meeting held on 29 January 2025 were considered, proposed as a true record by VK, seconded AL and approved by the Board.

Matters Arising

2025.36 Clerk mentioned the Tour had been re-arranged and would be discussed further under the Engineers Section. He also pointed out an error under section 2025.29 and confirmed this would be corrected.

2025.37 AL asked with regard Item 2025.30 and the pollution causing the black water if a cause had been found. Clerk stated TW may have contacted the Council again but not sure and will contact him to query.

CLERK'S REPORT

Clerk advised information was for note with the following added.

2025.38 Policy – Clerk confirmed these had been reviewed with no changes requiring Board approval and they had now been added to the website.

2025.39 Legislation – Clerk advised the Statutory Rating Instrument is now starting to move through Parliament which will give IDBs the tool to extend catchment area and he would keep the Boad updated with progress.

2025.40 ADA Conference – Clerk asked Members to advise if they wished to attend and tickets would be arranged.

2025.41 Election Year – Clerk confirmed the term of office ended on 31st October 2025 and approval to the process was required. The Register of Electors was discussed and AL queried where the information came from. Clerk advised it was a list of the agricultural ratepayers. Chair asked for a digital copy to which the Clerk responded that had to be careful due to GDPR regulations and the sensitive information contacted therein. **Clerk then confirmed the process and approval proposed by MW and seconded by VK with all in favour.**

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FINANCIAL REPORT

2025.42 Rating Report – FO advised current outstanding balance of £361 with one account at £270 which was being chased. Current Drainage Rates had been issued with 64% collected to date and half of the Special Levies also received.

2025.43 Schedule of Payments - Approval proposed by FB and seconded by VK with all in favour.

2025.44 Internal Audit – FO advised Boad received clean bill of health with adequate controls in place.

2025.45 Annual Governance & Accountability Return (AGAR) Section 1 – FO took Members through and VK proposed that the document was approved. This was seconded by FB and approved by all Members.

2025.46 Accounts for the Year Ended 31 March 2025 – FO took Members through the report advising that a deficit of £1,268 had been made in the year making the balance carried forward £63,932. This equated to a reserve balance of 44% which was below the target set at 50% so Members needed to mindful when setting the rate next year. Discussions took place regarding the County Show with MW suggesting a programme be put together to share with others. Clerk agreed and suggested an agenda item should be added to the next meeting so members can discuss what best to present at the show. All in favour. **Discussions on the accounts continued with approval proposed by VK and seconded by JS with all in Favour.**

2025.47 Budget Comparison for the Year Ended 31 March 2025 – Information noted.

2025.48 Annual Governance & Accountability Return (AGAR) Section 2 – FO took Members through with approval proposed by VK and seconded by FB with all in favour.

ENGINEER'S REPORT

Eng advised his report was for information with the following added.

2025.49 Hydraulic Modelling – Eng. advised still in contact with the EA who are utilising the outputs from the Board's model in producing their own and reports they are having difficulties with calibration and gauging stations. Once complete the aim is to issue flood outlines to all partners.

2025.50 IDB Fund – Eng gave overview of information in papers and confirmed funding was still being sourced although the Board could decide to increase the rate. Clerk advised this would need to be a significant increase to cover the costs. Discussions took place surrounding works in the area with JS providing some updates on the Wildlife Trust actions.

2025.51 District Tour – Eng confirmed tour had been moved to September when contractor would be on site so there would be works to look at and visits arranged to Slindon and Silkmore Drain.

2025.52 Ordinary Watercourse Maintenance – Eng confirmed investigations undertaken at Pothooks Brook. He explained the situation referring to the plan shown in the meeting papers and advised that the Board could maintain the area outside the district, but that ownership needed to be confirmed and, dependant on the outcome, an approach made to the local council for contribution to funding. **Discussions took place with Eng requesting approval to approach parties as discussed and refer back to Chair – all in agreement.**

2025.53 Planning Consents & Enforcement – AL referred to application 096 and asked the Eng what comments had been made on behalf of the Board. Members advised this could be found on the Council website. Eng advised regardless of what is being undertaken comments are solely focussed on the Land Drainage Act and IDB relating to watercourses, flow and access.

HEALTH & SAFETY REPORT

2025.54 Information noted with discussions around the incident mentioned and agreement to add a comment to the Risk Register.

ENVIRONMENTAL REPORT

Information noted with the following added.

2025.55 Mink Control – Clerk advised this is now being spread across the country and they have now been eradicated in South Lincolnshire. JS advised similar project currently ongoing with landowners in North Staffordshire in the Dove catchment and want to continue this in the Boards district. A funding application has been submitted so mink traps can be purchased and hope to have an answer on that shortly.

2025.56 Biodiversity Action Plan – Clerk advised in conjunction with JS targets are to be reviewed to confirm what the Board can do.

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2025.57 Beavers – JS stated DEFRA had announced a licence process to release beavers into the wild. He added that the Wildlife Trust were aware of a few locally which they are monitoring and that they had responded to DEFRA's initial expression of interest as they believe it appropriate to have staff on the ground with a license to be able to take action if beavers build dams in the wrong location. The Trust have raised an initial expression for a catchment on the Trent which would be a 10-year project and that if successful would then proceed to the full application process which would take around six months.

ANY OTHER BUSINESS

2025.58 Clerk referred to the handouts provided confirming one was the updated ADA Good Governance Guide and the other was a Members Booklet containing various information which he hoped they would find useful adding that an electronic copy had also been put onto the website.

DATE OF NEXT MEETINGS

2025.59 Tour in September – details to be confirmed
19 November 2025 - UPDATED
27 January 2026

1.7 Matters Arising Therefrom Not Elsewhere on the Agenda

1.8 Complaints and FOI

There have been no complaints or FOI requests since the last meeting.

19/11/25