

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 Public Forum

1.5 Minutes of the meeting held on 25 June 2025

Members Present	29.11.2023	14.02.2024	26.06.2024	27.11.2024	15.01.2025	25.06.2025
Elissa Swinglehurst Chair	√	√	√	√	√	√
Charles Pudge Vice Chair	√	√	√	√	√	A
Zita Chilman ZC	√	√	√	√	√	√
Richard Corbett RC	√	√	A	A	A	A
Malcolm Davies MD	A	√	√	√	A	√
Noorissa Davies ND	A	√	A	A	A	A
Nic Eynon NE	-	√	-	-	-	-
James Makin DM	√	√	√	√	√	√
Thomas Cawley TC	√	A	√	A	A	√
Andrew Owens AO				√	A	√
Yvonne Thomas YT				√	√	√
Cllr Nic Mason NM						√
Cllr Dan Hurcomb DH	-	√	√	√	A	√
Cllr Robert Highfield RH	√	A	A	-	-	A
Cllr Roger Phillips RP	√	√	-	A	A	A
Cllr John Stone JS	√	A	A	-	A	-
Cllr Mark Woodall MW	√	√	-	√	√	√
Tom Jolley TJ Wye & Usk Foundation	-	-	-	A	A	A
Rebecca Tully RB					√	√
Jamie Audsley JA	-	A	A	-	-	Resigned
Vacancy 2 nominated						
*Jenny Bashford JB Wye & Usk Foundation			√	A	A	A

*Attends if TJ cannot

In attendance on behalf of JBA Consulting

Officers:	Craig Benson	Clerk
	Anne-Clare Landolt	Engineer
	David Blake (Virtual)	Finance Officer

Also in Attendance

Phil Chandler	Health and Safety Advisor
Will Watson	Environmental Advisor
Rebecca Stroud (Virtual)	Project Manager (hydraulic Model)

Members of the Public

Alex Attwood	Edenvale Young Associates (Modellers).
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Declaration of Interest

2025.33 None.

Apologies for Absence

2025.34 Apologies were received from Richard Corbett, Noorissa Davies, Robert Highfield, Tom Jolley, Roger Phillips, Charles Pudge, and Hermes Carlyon from Environment Agency.

Chair's Announcements

2025.35 The welcomed Rebecca Stroud, project manager for the Hydraulic modelling contract, and Alex Attwood, Edenvale Young Associates – hydraulic modellers.

Public Forum/Question's

2025.36 The Chair introduced Alex Attwood to the Board and invited him to deliver his presentation on the progress made with regard to the model. Alex thanked members and then gave a very informative presentation on the model, namely, the planned program with estimated dates of completion, an update on those watercourses surveyed to date and an overview on the number of cross sections and outputs provided. He displayed overlays showing the routes of rainfall across the catchment and discussed the opportunities that the modelling would give to the Board. Members thanked Alex on an excellent presentation and then answered a number of questions the members had raised. It was hoped that by the September Tour, more modelling outputs would be available for members to review and again at the November Board meeting, both of which Alex would attend.

Update

– Alex has agreed to hold an online presentation for those members unable to attend the meeting as well as any other member who wishes to see the presentation again. It will be held on Friday 18 July at 11:00am. A MS Teams link invitation will be sent out to all members.

Minutes of meeting held on 15 January 2025

2025.37 Minutes of the meeting held on 15 January 2025 were considered. ES proposed, MD seconded, and members approved as a true and correct record.

Matters arising not discussed elsewhere on Agenda

- 2025.38** With regard to Item 2024.90 The Chair asked if there had been any progress with arranging the joint meeting with Environment Agency, Natural England and landowners with respect to the permitting process and the Farming in the Wye booklet. Officers confirmed not yet, due to pressures of delivering the Storm Recovery works.

Complaints/FOI/EIR requests

- 2025.39** There had been no complaints received since the last meeting.

CLERK REPORT

Clerk advised his report was for note with the following additions.

- 2025.40** Policy – Clerk advised that the Board's policies had been reviewed and are available on the website.
- 2025.41** ADA – ADA Flood and Water Conference 2025 will be held on 25 November, and further details will be issued to members once received.
- Update** – the EA/IDB Annual Liaison meeting and ADA Marches Branch AGM will be held on 19 November 2025 at Worcestershire Cricket Club, New Road, Worcester, WR2 4QQ. The meeting will start at 10:00am and finish at 2:00pm. If members wish to attend the meeting, please let the Clerk know as soon as possible.

FINANCIAL REPORT

- 2025.42** Rating Report – FO advised the balance outstanding at the year-end was £3,732.64. The majority of the balance related to two accounts, one of which was the firearm incident. DH recommended that the matter was brought to the attention of the Police and Crimes Commissioner
- 2025.43** Internal Audit – Information noted with FO adding that the Audit was very good, the Board had adequate reserves and that the Chair was now approving payments via the online banking platform
- 2025.44** AGAR – Section 1 – Annual Governance Statement 2024/25 – FO took members through the document with MD proposing approval of and DM seconding.
- 2025.45** Accounts for the year ending 31 March 2025 – The FO reviewed the accounts and highlighted those variances from the previous year. **The Chair proposed that the accounts were accepted, this was seconded by DM and approved by members.** MW enquired if the Board recovered any monies for giving planning advice to developers. Currently, the board do not recover monies for giving planning advice only charging £50 for IDB consents in accordance with the Land Drainage Act.
- 2025.46** Budget Comparison for the Year Ending 31 March 2026 – FO took members through the report highlighting those significant variances from the budget.
- 2025.47** AGAR – Section 2 – Financial Statements 2024/25 – The Board reviewed the document and DM proposed that it was accepted, this was seconded by MD and approved by members.
- 2025.48** Five Year Budget – FO reviewed the long-term budget and suggested that to meet the Board's current needs, a rate increase was not predicated. DH added that it was necessary to consider inflationary factors and future expenditure requirements and added that future rate increases were possible. Chair noted the

comments made with the caveat that the Board must be able to justify any future rate increases as the Board holds high reserve levels.

- 2025.49** Schedule of Payments – The schedule was considered with approval proposed by MW and seconded by the Chair.

ENGINEERS REPORT

Eng. confirmed the report was for note with the following added.

- 2025.50** Storm Recovery Funding – The Board had been allocated £512k to deliver to projects within the district, however, the Eng. was finding the whole permitting process very onerous. She had a lot of sympathy towards any landowners who were looking to undertake works on main river and would have to apply for permits. Even though the RLIDB had completed the appropriate surveys and reports, the EA/NE were still having to carry out their own surveys thus repeating the process and possibly delaying the works.
- 2025.51** Maintenance Contract - Eng advised that there has been noticeable improvement on the part of the contractor however they have recently changed their contracts manager.
- 2025.52** The Eng. asked the Board to consider allocating part of the 2025/26 maintenance budget to fund supporting one or two landowners to undertake tree management works on main river. Chair stated that members would need to understand the benefit both hydrological and environmental. Comfortable with the works and offering support to ensure the works are undertaken correctly. DH pointed out that it was not in the Board's remit and would it be sensible to wait until the model is completed to show the benefit of such works in the IDB area. NM suggested the Board offered support to navigate through the permitting process and the use of our Environmental Advisor to review any planned works. DH suggested that the Board consider such projects on a case-by-case basis, with the Eng. bringing them to the Board for a decision. He added that the permitting issue should be raised with ADA to highlight the fact that it appears to be dysfunctional.
- 2025.53** Planning Applications – MW asked had there been any development with regard to the silt run off at Barons Cross. Eng. confirmed that she had reported the incident to the Environment Agency and that they provided her with an incident number. MW thanked the Eng. and would like to see the breakdown of the Eng. time dealing with planning applications and consenting in the next meeting papers. Help the Board decide if we should be charging more for the pre—planning advice. DH suggested that the Eng. should arrange a meeting with the Herefordshire County Council Planning and Enforcement Officer to see if there is an overlap of services.

HEALTH, SAFETY AND WELLBEING

- 2025.54** There had been no accidents, incidents or near misses reported since the last meeting.
- 2025.55** The Adviser informed members that ADA had reported an incident on a number of Tractor and Flail units where the exhaust had caught fire. He put this down to poor housekeeping.
- 2025.56** Site Visits – The Advisor had met with the new site manager, he reported of a slight improvement in communication which has enabled a site visit to be undertaken. There were no serious breaches found but a number of minor issues

that were easily rectified. He has detailed his requirements of what he expects to find on site and in the vehicles with the new manager.

ENVIRONMENTAL ADVISER'S REPORT

The Environmental Advisor's report, that was circulated with the papers, was noted.

2025.57 The adviser confirmed that following the works at Wharton Court, two more surveys of the area would be completed to assess the environmental impacts of the works. This was anticipated to be positive.

2025.58 The Advisor confirmed that he had returned to Wharton Court to assess the impact of the works. The cleared section appeared to have an increase in the number of insects. The landowner is happy with the work and the silt in the channel has been removed. He is planning another survey in August 2025 after which he would be submitting his final report on the works.

2025.59 The Advisor updated members on his work at Day House, Kingsland and the Eng. asked members that if approached, should the Board offer support. DH stated that the Board should consider offering support as it will be good to promote following best practice.

Any Other Business

2025.60 Membership – Chair confirmed that there was a new group formed with respect to the River Arrow and there was a potential individual who had an interest in becoming a member of the Board. The Clerk would discuss the current member attendance with the Chair and send letters to those members who have not given any apologies.

2025.61 Glyphosate - Chair asked the Eng. where we were with regard to an alternative to spraying. Eng. confirmed that she had spoken a company who deal with weed control to see if they had any solutions. Eng. said it is difficult has the spraying element was part of the existing maintenance contract and to give this to a another contractor could mean the Board is in breach of the contract. DH asked if the Board could consider having a Framework for the Maintenance Contract thereby having more than one contractor available to use for any part of the works. Eng. confirmed that this would be looked at before renewal.


2025.62 Tour of Inspection – The Chair would like to hold a tour of the Board's district and asked the Clerk and Eng. to arrange. It will be held in September and the Leominster Golf Club was the preferred venue. The Clerk would confirm the availability with the Golf Club as soon as possible so members have the date for their diaries.

Update – the date of the Tour will be 17 September 2025.

Date of Next Meeting

2025.63 Wednesday 26 November 2025 – Venue TBA.

1.6 Matters Arising Not Elsewhere on the Agenda



26.11.25