

1. Governance

Recommendations:

- Note the information contained in this report

1.1 Apologies for Absence

1.2 Declaration of Interest

1.3 Minutes of the Meeting held 11 November 2025

Member	6.2.24	18.6.24	12.11.24	4.2.25	12.3.25	26.6.25	11.11.25
Mrs Rosemary J Webster (Chair)	✓	✓	✓	✓	✓	✓	✓
Mr John Richard Fawbert	-	-	✓	✓	A	✓	✓
Mr Graham W Martinson	-	-	-	-	-	-	-
Mrs Rita Brough (Vice Chair)	✓	✓	✓	✓	✓	✓	A
Mr Mally Boatman	✓	✓	✓	✓	✓	A	✓
EYRC							
Mr Brent Huntington	✓	✓	✓	✓	✓	✓	✓
Cllr Liz Sargeantson	-	-	-	-	-	-	-
Cllr Nick Coulthish	✓	-	-	-	✓	-	-
Cllr David Jeffreys	✓	A	✓	✓	✓	✓	✓
Cllr Anne Handley	-	-	-	-	-	-	-

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

Craig Benson (Clerk) Clerk
David Blake (Finance Officer) FO
Roger Smith (Engineer) Eng
Janette Parker (Rating Officer) RO

GOVERNANCE

2025.62 Election of Chair – MB proposed RW, seconded by BH with All in favour.

2025.63 Election of Vice Chair – BH proposed RB with All in favour.

2025.64 Apologies for Absence – Mrs Rita Brough and Environment Officer Catherine Porter.

2025.65 Declaration of Interest – None.

2025.66 Minutes of Meeting held 26 June 2025 – Minutes considered and proposed as true record by All Members.

2025.67 Matters Arising – None.

2025.68 FOI/Complaints – Information noted. Discussions took place regarding planning and the issues with the Boards stance not being recognised or acknowledged with the conclusion agreed that DJ to facilitate a meeting between ERYC and the Boards Clerk and Engineer. It was suggested that the Board Officers approach Emma Hardy MP to make aware. In addition, the Board had not as yet received a response from its correspondence to ERYC.

2025.69 Board Key Performance Indicators – Information noted. BH advised that Friends of Oakhill had asked if they could attend Board Meetings. Clerk confirmed they could attend as members of the public but may be asked to leave the room when sensitive information was discussed.

CLERK'S REPORT

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

2025.70 Legislation – Information noted with Clerk adding that DEFRA had released their new FCERM funding policy advising that schemes up to £3 million would be 100% funded. However, further information was still awaited regarding the criteria for qualification but, he added that the 2012 property rule was being abolished.

2025.71 Re-Constitution – Information noted.

2025.72 Policy – Information noted.

2025.73 ADA – Information noted with Clerk adding that a report would be given at the February meeting.

2025.74 ADA Communications - Clerk advised that ADA were now requesting updates for member information held, confirmation of if, and how, they still wished to receive the ADA Gazette and that they were happy for ADA to share their personal data with other partners. Discussions took place with the Clerk advising he would be sending a response by the end of the following week and stated if any Member had an objection to contact him as soon as possible.

2025.75 Election Year – Information noted.

FINANCIAL REPORT

2025.76 Rating Report – FO advised that all the drainage rates and special levies had now been collected.

2025.77 Internal Audit – Information noted with DJ proposing approval and seconded by MB.

2025.78 External Audit – Information noted.

2025.79 Audit Review Meeting – Members agreed that RB should attend with the Chair to attend should this not be possible.

2025.80 List of Payments – DJ queried the large amount for Orchard Cottage Pump Station. FO advised that numerous invoices and credits had been received as British Gas had billed incorrectly but was now where it should be. He added that this station also paid the highest standing charge cost. **Schedule approved by BH and seconded by DJ.**

2025.81 Budget Comparison for the Year Ending 31 March 2026 – FO took Members through the information in the additional supplement distributed concluding that the Board were where expected to be at this time.

2025.82 Electricity – FO gave a report on standing charge costs and the potential increases with a recommendation that the Board needed to consider a further fixed contract at this time. Discussions took place with MB proposing a 3-year contract, but that delegated power be given to the Chair to make the decision pending the outcome of the forthcoming Government budget, DJ seconded with All in favour.

2025.83 Five Year Forecast Estimate – Information noted. BH asked if the Board should contact the Highways Agency to increase their contribution. Discussions took place with the Clerk advising this was set based on the run-off into the catchment and a legal agreement.

ENGINEERS REPORT

Engineer advised the report was for note with the following added

2025.84 Hook Clough Pump Station – Eng advised that he had received complaints from several parties regarding the fly tipping and that ERYC had been contacted but not cleared yet. DJ stated he would contact Street Scene to chase.

2025.85 Storm Recovery Fund – Information noted. Eng confirmed that the standby pump had been ordered and would be delivered in the new year. He added that a discussion would be held with Martinsons regarding the storage of this.

2025.86 Hydraulic Modelling – Information noted.

2025.87 Maintenance – Information noted.

2025.88 Planning, Consent & Enforcement – Information noted. 

ENVIRONMENTAL REPORT

2025.89 Legislation - Information noted.

2025.90 Biodiversity Action Plan – Information noted with Clerk adding that EO would also be attending the ADA Environment Day in February.

2025.91 Coir Matting – Information noted with Eng adding that he believed there was no cost involved but that potential approach was needed to landowners to discuss where to locate.

2025.92 Mink Eradication – Eng. advised that traps had not been ordered yet, but that Ken McCann was happy to support with dispatching the mink and will attend the training course offered. Eng confirmed he would also attend so was aware how to reset the traps.

HEALTH & SAFETY REPORT

2025.93 Information noted.

REPRESENTATION

2025.94 Information noted.

ANY OTHER BUSINESS

2025.95 Management Contract – Officers left the meeting whilst the Board discussed. When Officers returned the Chair advised that the Board were very happy with the service provided and would approve the 4% increase. Officers thanked Members for their support.

2025.96 Tour of District – BH proposed that a tour be undertaken again next year and discussions took place with All in favour.

DATE OF NEXT MEETINGS

2025.97 3 February 2026.

1.4 Matters arising not discussed elsewhere on Agenda

1.5 Public Forum

1.6 FOI/Complaints

The Board has received no complaints or FOI requests since the last meeting.

 3/2/26