

## 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 26 November 2025

Members Present	14.02.2024	26.06.2024	27.11.2024	15.01.2025	25.06.2025	26.11.2025
Elissa Swinglehurst Chair	✓	✓	✓	✓	✓	✓
Charles Pudge Vice Chair	✓	✓	✓	✓	A	✓
Zita Chilman ZC	✓	✓	✓	✓	✓	✓
Richard Corbett RC	✓	A	A	A	A	A
Malcolm Davies MD	✓	✓	✓	A	✓	A
Noorissa Davies ND	✓	A	A	A	A	✓
Nic Eynon NE	✓	-	-	-	-	-
James Makin DM	✓	✓	✓	✓	✓	A
Thomas Cawley TC	A	✓	A	A	✓	✓
Andrew Owens AO			✓	A	✓	✓
Yvonne Thomas YT			✓	✓	✓	✓
Clr Nic Mason NM					✓	✓
Clr Dan Hurcomb DH	✓	✓	✓	A	✓	A
Clr Robert Highfield RH	A	A	-	-	A	A
Clr Roger Phillips RP	✓	-	A	A	A	✓
Clr John Stone JS	A	A	-	A	-	✓
Clr Mark Woodall MW	✓	-	✓	✓	✓	✓
Tom Jolley TJ Wye & Usk Foundation	-	-	A	A	A	A
Rebecca Tully RB				✓	✓	✓
Jamie Audsley JA	A	A	-	-	Resigned	
Vacancy 2 nominated						
*Jenny Bashford JB Wye & Usk Foundation			✓	A	A	✓

\*Attends if TJ cannot

In attendance on behalf of JBA Consulting

Officers:	Craig Benson Anne-Clare Landolt David Blake	Clerk Engineer Finance Officer
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Also in Attendance:

Phil Chandler Will Watson	Health and Safety Advisor Environmental Advisor
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**Members of the Public:**

Hermes Carlyon  
Henry Snell  
Alex Attwood

Environment Agency  
Principal Flood Risk Management Officer  
at Herefordshire Council  
Eden Vale Young Associates (Modellers)

**Governance**

**Declaration of Interest**

**2025.64** None.

**Apologies for Absence**

**2025.65** Apologies were received from Richard Corbett, Malcolm Davies, James Makin, Dan Hurcomb, Robert Highfield and Tom Jolley.

**Chair's Announcements**

**2025.66** Chair commented on the recent wet weather and the flooding in Monmouth.

**Public Forum**

**2025.67** The Clerk introduced Henry Snell from the Council who was interested in Flood Risk Management and the modelling outputs. Hermes Carlyon from the EA was also in attendance along with Jenny Bashford on behalf of Tom Jolley. He then advised all on the Members Book handed out.

**Minutes of the Meeting Held 25 June 2026**

**2025.68** Minutes were considered and All Members approved as true and accurate record

Chair asked if the arrangements for a meeting between the Board, the EA, Natural England and Landowners was still being carried forward. The Clerk confirmed it was then referred Members to the issue raised by Nick Helme and that the Board needed to decide its actions in regard this with a resolution before the proposed meeting with all parties was held. Chair acknowledged and agreed would be discussed later in the meeting. She then asked if the meeting with the Council Planning and Enforcement Officer had been held. Eng advised it had not.

**Membership and Attendance**

**2025.69** Chair referred to previous conversations and was of the opinion it had not been fully resolved. Clerk advised it was much better and now have virtually full complement, it was just the Council Members where there was a shortfall. Chair advised that there was an interested candidate from the new River Arrow Group who was also a ratepayer. Clerk stated vacancies would be confirmed before an approach made.

**Complaints/FOI Requests**

**2025.70** Information noted with regards Lugg Rhea and discussions held. Clerk then brought correspondence from Nick Helme to members attention and his request for a further £5,000 contribution to the works he carried out advising that, when Nick Helme attended a previous Board meeting the Board had agreed to fund the environmental side of works with the proposed cost of £8,900. He stated that the Board needed to decide how it wished to proceed. The Chair reminded Members it was important to clarify who was responsible for work on main river, the EA and Riparian owners, not the Board. The Board didn't choose the works, Nick Helme approached them for support which was provided. The Chair added that there may be an argument on a case by case basis where there would be significant improvement to what the Board do to facilitate works, based on the modelling, and if the Board chose to initiate works and approach landowners then it may be reasonable to consider funding in that instance and asked for members input. A query was raised as to whether the Board was legally permitted to use public funds to maintain main river. Discussions took place with the conclusion that a meeting was to be arranged with Nick Helme to discuss the situation further.

## Clerk Report

Information noted with the following added

**2025.71** Hydraulic Model – Clerk advised he had been contacted earlier that morning by the EA and those dealing with Grant applications. He stated members may remember he had advised of a further request for £50,000 funding to enable additional option testing and added that further discussions around this would be held next week in order to submit the application.

**2025.72** Association of Drainage Authorities – Clerk advised members of ADA's request to update records held and their request to share this data with others. He stated that under GDPR regulations he needed members agreement and requested that should anyone have an objection to the proposals to contact him direct as soon as possible.

**2025.73** NM asked for assurance with regards Item 2025.52 from the previous meeting minutes that the issue was discussed at the ADA conference. Clerk advised that being in attendance today he had not had the opportunity to confirm the contents of the conference with those members of the Shire Group that did attend yesterday. He added that permitting had now gone to EA National Level but that pressure to resolve was being applied with assistance from EA Local level.

## Financial Report

**2025.74** Rating Report – FO confirmed the balance in the papers adding that Solicitor letters had been issued to ratepayers.

**2025.75** Audit – information noted with agreement and reappointment of the Internal Auditor proposed by ZC and seconded RP.

**2025.76** Audit Review Meeting – Information noted with CP to attend on behalf of the Board.

**2025.77** Budget Comparison for the Year Ending 31 March 2026 – FO took members through.

**2025.78** Five Year Budget Forecast – FO took members through advising that a large deficit was likely due to exceeding the maintenance budget but that this would be absorbed by the high reserve level the Board held, reducing the level from 106% to 95%.

**2025.79** Schedule of Payments – approval proposed by RP and seconded ZC.

## Engineers Report

Information noted with the following added

**2025.80** IDB Fund Storm Recovery and Asset Improvement – Eng added that had been able to repair assets under the funding at a much cheaper cost than predicted which was positive but advised that discussions needed to be held to confirm which other works could be completed within the required timescale.

**2025.81** Water Level Maintenance – Eng confirmed that further progress had been made by the Contractor this year with more flailing undertaken. Eng added that she had engaged Meredith's to also undertake some works in the district.

**2025.82** Flooding – Eng reported that Pontrilas had been particularly impacted recently pointing out that some additional maintenance had been planned in the area which she may have to expedite.

**2025.83** LDA 1991, Sections 21-25 and 66 Breaches – Eng advised that enforcement action had been taken against the Solar Farm near Tindall Lane as they had put in 2 unconsented crossings and erected a fence too near the watercourse and although they had sorted the crossings they have not yet removed the fence. Eng suggested this could be pursued legally or the Board could stop maintaining and advise them they would now be responsible. Discussions took place with all in agreement that a letter should be sent to the Solar Farm that they are now responsible for that section of the watercourse.

**2025.84** MW asked if there had been any results from the Newton farm drainage ditch and the attenuation pond. Eng reported not. MW asked if any response had been received to the advisory added that it should be bigger. Eng confirmed yes. Further discussions then took place. It raised the issue around whether there is ever any follow up by the planning authority on developments to check whether SUDs schemes have been installed as detailed on drawings and whether these schemes are being maintained as per maintenance regimes detailed in planning applications.

### Hydraulic Model

**2025.85** Alex Attwood gave a presentation on the interim progress around what had been completed and the future proposals then answered Members questions.

**2025.86** Clerk raised the point made by Alex in the presentation around the extension of the Canon Pyon area of the district on Wellington Brook. He stated that the Council had provided data which has been added into the model but that there were not sufficient cross sections taken so there was a need to undertake additional surveying at a proposed cost of £6,800. The recommendation to the Board was that this additional surveying was undertaken. All Members agreed to the proposal.

### Health, Safety and Wellbeing

**2025.87** Information noted with PC adding that whilst communication with Ground Control has improved, he is still finding small issues with the sub-contractors. Whilst he has met and discussed with the Contracts Manager these are still ongoing. Also concerned that he has not been able to visit anymore sites but still trying to resolve with the Contractor.

### Environmental Adviser's Report

**2025.88** WW gave a presentation on the report he had undertaken. Discussions took place thereafter.

### Any Other Business

**2025.89** Management Services – Clerk declared an interest and stated that the Management Contract finished on 31<sup>st</sup> March 2026 and the Board had two options to consider. These were either the Board go out to tender or agree to extend the current contract. He added that there were options available if they wished to extend the contact which could be brought to the January meeting but if the decision was to go out to tender then there was a tight timescale to get documents put together and the tender out. Officers, HC and AA left the meeting whilst Members discussed. When Officers returned to the meeting the Chair advised that they would extend the contract and requested options be brought to the next meeting.

### Date of Next Meeting

**2025.90** 14<sup>th</sup> January 2026.

### 1.6 Matters Arising Not Elsewhere on the Agenda

### 1.7 Complaints/FOI Requests

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



14-1-26