

1. Governance

1.1 Election of Chairman

1.2 Election of Vice Chairman

1.3 Apologies for Absence

1.4 Declaration of Interest

Board Members are advised to declare a pecuniary or non-pecuniary interest in any item on the Agenda.

1.5 Minutes of the Meeting Held 20 May 2025

Offices of Farmcare Trading Ltd, Goole Estate/Pasture Farm, Goole, DN14 8EB
(Swinefleet Village Hall unexpectedly unavailable at very late notice)

MEMBER	10.1. 2023	13.6. 2023	9.1. 2024	11.6. 2024	11.2. 2025	20.5. 2025
Martin Belton (MB) – <i>Chair</i>	✓	✓	✓	✓	✓	✓
Michael Dougherty (MD)	✓	✓	✓	✓	✓	✓
Douglas McTaggart (DMT)	✓	✓	✓	A	✓	✓
John Barker (JB) – <i>Vice Chair</i>	✓	✓	A	✓	✓	A
John Oldridge (JO)	✓	A	✓	A	✓	-
Cllr Liz Sargeantson (LS)	-	-	-	-	-	-

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

Mr Craig Benson – Clerk to the Board	Clerk
Mr Paul Jones – Engineer to the Board	Eng
Mr Mark Joynes – Finance Officer	FO

Apologies for Absence

2025.28 Apologies were received from Mr John Barker. Also, the Board's Environmental Officer Catherine Porter passed on her apologies.

Declaration of Interest

2025.29 Members could declare any interest at the beginning of the meeting or when any particular matter was discussed. None were declared.

Minutes of the Meeting held 11 February 2025

2025.30 Minutes of the last meeting were circulated with the meeting papers. The minutes were taken as read. **DMT proposed and MB seconded the Minutes be approved for signature by the Chairman, all in agreement.**



Matters Arising Not Discussed Elsewhere

2025.31 There were none.

CEO's Report

The Clerk's report was read and approved.

Matters Arising

2025.32 Policy: The Clerk reported there were no changes that required the Board's attention.

2025.33 Member's Booklet: The Clerk informed the Board a new Member's Booklet had been produced and distributed copies to Members. The booklet contained information including Member's Code of Conduct, plans of watercourses and various contact numbers, etc. The Board were advised electronic copies would also be made available.

2025.34 Association of Drainage Authorities: The Clerk advised the Board of the coming ADA Northern Branch Tour that was planned for the 6th June. Any members wishing to attend were asked to inform the Officers. **Update: The planned tour was cancelled and would be rescheduled later on in the year.**

2025.35 Associated British Ports: The Clerk advised Members that ABP has been invited to the current meeting but had decline to attend until they have evidence of ownership of the structure. He also advised the next step may be to involve the Environment Agency, inviting them to the next Board meeting.

2025.36 Election Year: The Clerk advised the Board the Register of Electors had been made available for inspection, but no ratepayers had come forward to request changes. The document was passed between members for inspection. MB proposed the Board accept the Electoral Register and DMT seconded. The Clerk reminded Members an election, if necessary, would take place on 30 October 2025 and the closing date for nomination papers would be 3 October 2025. After a query from DMT the Clerk confirmed it is necessary to be proposed by a rate payer within the district which includes serving Board members. He also confirmed forms would be sent to all rate payers. A brief discussion followed on possible future Board members.

Finance Report

The Financial report, copies of which had been circulated with the meeting papers, was considered and adopted by Members.

Matters Arising

2025.37 Rating: FO reminded members that all rates and levies for the year ending 31 March 2025 had been collected and the closing balance was nil. He also reported that 78.9% of rates for 2025/26 had been collected along with the first instalment of the special levy for East Riding of Yorkshire Council.

2025.38 Internal Audit: The Finance Officer gave a brief summary of the internal audit report, copies of which had been distributed to Members before the meeting. No major issues were reported. The topics covered included the longstanding issue with a nominated member from East Riding of Yorkshire Council along with other ongoing issues such as reserve levels, the Board's Risk Register and system backups procedures, which were all considered satisfactory.

2025.39 Contractor Payments: The Board also noted the Internal Auditor's comments regarding monies set aside for unbilled works that took place in the 2023/24 and 2024/25 years:



'This represents a financial risk to the Board as, whilst accruals are acceptable accounting judgements, in this case the revenue reserves are still not actual for the prior year to 31 March 2024 and as such total costs remain unverified. We would suggest that these invoices are formally requested together with a further request that any invoices in future must be produced within 30 days of any work completed.'

DMT suggested the Board submit a formal request in writing to the contractor. MB agreed and said this will ensure a suitable paper trail. MB provided the FO with a mobile telephone number for the contractor, to arrange submission of his invoices by email.

2025.40 External Audit: The Finance Officer reported the all the required documents would be submitted to the external auditor within the required timescales.

2025.41 External Audit – Annual Governance Statement: Members were asked to consider and approve the Annual Governance Statement for 2024/25 contained within Section 1 of the Annual Governance & Accountability Return (AGAR). After reviewing the assertions MB proposed, DMT seconded, and Members approved the statement.

2025.42 Accounts for the Year Ended 31 March 2025: Members reviewed the Accounts that were circulated with the meeting papers, and they agreed to approve the accounts as presented. FO drew the Board's attention to the higher income and expenditure in the year, very much relating to storm recovery costs. He also noted that the Board had run a modest surplus of £1,175.32 for the year with the reserves at the year-end standing at £14,143.55 and requested the Board's approval. MB proposed, MD seconded, and Members duly approved the statements.

2025.43 Budget Comparison: Members noted the information in the report.

2025.44 External Audit - Accounting Statements the Year Ending 31 March 2025: Members were asked to consider and approve the Accounting Statements contained within Section 2 of the 2024/25 Annual Governance & Accountability Return, which were a summary of the accounting statements previously approved. DMT proposed, MD seconded, and Members approved the statement.

2025.45 Schedule of Payments: The Board approved for signature by the Chairman a schedule of payments made since the last meeting totalling £63,998.64, of which £9,077.73 were paid by direct debit or approved by the Officers only. DMT enquired if the Board were still Woldmarsh members. FO confirmed they were, and asked members to discuss whether the immediate availability of numerous goods and service justified the membership fees now that the electricity supply to the pump was sourced elsewhere. Members discussed the matter, in particular the requirements of the proposed mobile pump. Eng pointed out the quick and easy access including in emergencies. The consensus was the board should remain Woldmarsh members. MB proposed the Board approve the schedule of payments and MD seconded.

2025.46 Five-Year Budget Estimate: The Board noted the information in the report.

Engineer's Report

The Engineer's report was read and approved.

2025.47 Storm Recovery Funding: Eng reported that the pump repaired using monies from the storm recovery fund had been returned to the station with no issues, although a full report had yet to be received from Perry's Pumps. Effectively the nationwide funding had provided the Board with a newly overhauled pump. Both pumps have now been overhauled in the last two years. Eng expressed satisfaction with the work done and said the contacts may again prove useful. Also, the Board applied for funds to replace the pipeline. Eng received an email advising the request was successful which he distributed to members. Eng the spoke to Environment Agency officers who confirmed the information in the email was incorrect and the Board had in fact been *unsuccessful*. DMT



asked what the position would be if the Board had spent the money. Eng confirmed it would have been at the Boards' risk and the Board never moves forward without a confirmed agreement. Eng also informed the Board he asked the EA to put something in writing to explain their error and this they did provide. They also commented the Board's two proposed projects scored well and only just fell below the threshold. MB asked if there will be any more funds available. Eng said that was still uncertain, but all schemes must be completed by 31 March 2026. Eng also mentioned a possible funding stream from Natural England.

2025.48 Mobile Temporary Pump: Eng informed members that despite the disappointment described above, the Board have received approval for a mobile temporary pump via the new fund. The Board are due to purchase an 8" pump with 350m hoses/pipes and a fuel tank. Eng said costs were being sought from suppliers and he would report back to the Chairman. However, Eng also raised the question of where the Board would store a new pump. A discussion followed covering previously hired pumps, technical requirements for the new pump and what the storage arrangements might be. Eng reminded the Board of their powers of access and said they could site the pump anywhere in their district so long as no injury was caused to an owner/occupier.

Environmental Report

The Environmental Report circulated with the Meeting Papers was read and approved. Clerk said the Environmental Officer Catherine Porter passed on her apologies and the content of the report was for noting.

Matters Arising

2025.49 Biodiversity Action Plan: Clerk reported that Env was working on the Board's BAP, and a report would be included in the next set of meeting papers with details of actions required over the following five years.

Health & Safety Report

The report which was circulated to members was read and noted by Members.

2025.50 Contractor Safety Alert: The Clerk drew members attention to an incident that took place in South Lincolnshire, well outside the Board's district, where grass cuttings had become lodged in the exhaust pipe of a flail mower, causing a fire. All Board contractors in the Shire Group had been made aware.

Ant Other Business

2025.51 Licence for Abstraction from Shipcote Drain: DMT asked if the Board would support in principle an application from AgReserves to the Environment Agency for a summer abstraction licence from Shipcote Drain. The Board noted that this amounted to a declaration of interest raised by DMT. MB said the less water in the Board's system the better. Eng agreed this would be a better use of water and the Board would prefer not to pay for additional pumping. No person present raised any objection.

2025.52 Carbon Capture: MD asked if the Board are involved in carbon capture pipeline. Eng said yes but they had received nothing to date regarding final routes. Following a query from MB Eng confirmed two proposed pipelines had been cancelled. A long discussion followed on the background and history of the scheme.

Date of next meeting

2025.53 The meeting was closed at approximately 2:30pm. The date for the next meeting was agreed as 13 January 2026, and the venue likely will be Swinefleet Village Hall.