

# 1. Governance

## 1.1 Apologies

## 1.2 Declaration of Interest

## 1.3 Public Forum

## 1.4 Minutes of Meeting 19 November 2025

### Present

MEMBER	31.1.24	28.5.24	19.11.24	29.1.25	18.6.25	19.11.25
Frances Beatty FB						
Graham Bower GB						
Neil Brown NB						
Paul Edwards PE						
Victor Kelly VK						
Angela Loughran AL						
Brendon McKeown BMK						
Anthony Parrott AP						
Julie Read JR					New	
Jeff Sim JS						
Scott Spencer SS					Resigned	Resigned
Ray Sutherland - Chair						
Tim Williams TW						
Mark Winnington MW – Vice Chair						
Ralph Cooke RC						
Len Bates LB						
<b>Other Attendees</b>						
Phil Bates (SBC Officer) PB						
Anne Hobbs AH						
Member of the Public						
<b>Attended</b>	<b>Apologies</b>				<b>No Apologies</b>	

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

Paul Jones  
David Blake

Engineer  
Senior Finance Officer

### Election of Chairman

**2025.60** MW nominated RS; seconded by AL; no other nominations; all in agreement.

### Election of Vice Chairman

**2025.61** AL nominated MW; seconded by BMK; no other nominations; all in agreement.

### Apologies for Absence

**2025.62** Apologies were received from Frances Beatty and Graham Bower.

### Declaration of Interest

**2025.63** There were no specific declarations.

**Public Forum**

**2025.64** No representations from Members of the Public had been received.

**Minutes of the Last Meeting**

**2025.65** Minutes of the last meeting held on 18 June 2025 were considered, proposed as a true record by MW, seconded AL and approved by the Board.

**Complaints and FOI**

**2025.66** No complaints or FOI had been received since the last meeting.

**Matters Arising**

**2025.67** MW queried any update on beaver projects in the area. JS indicated that DEFRA may support Wild Trust Projects in the next few years as well as monitoring others existing project activity.

**2025.68** VK noted that Cllr Members were required to update their interests every 12 months; suggestion for IDB Members to confirm the same.

**CLERK'S REPORT**

Information for note with the following added.

**2025.69** Policy – Annual Report for financial year ending 31<sup>st</sup> March 2025 was accepted.

**2025.70** Legislation – DEFRA have now published their new FCERM Funding Policy starting April 2026

**2025.71** ADA Data Sharing – Members were advised to email the Clerk should they wish to opt out otherwise Members details would be shared with ADA as set out in the report.

**2025.72** Stafford Borough Council Scrutiny Committee – noting the attendance of the Clerk & Engineer and thanks to the Chair of the Scrutiny Committee Frances Beatty.

**2025.73** Stafford County Show – The opportunity to hold a stand at the upcoming show was discussed along with a joint stand with the Wildlife Trust and EA. The Board supported the attendance subject to stand availability which was noted by AP as requiring an interest registering as soon as possible.

**FINANCIAL REPORT**

**2025.74** Rating Report – FO advised current outstanding balance of £65,481.

**2025.75** Schedule of Payments - **Approval proposed by MW and seconded by VK with all in favour.**

**2025.76** Internal Audit – **the Board approved the reappointment of Brodericks as the internal auditor.**

**2025.77** Audit Review Meeting- Information noted with RS in agreement to attend on behalf of the Board.

**2025.78** Budget Comparison for the Year Ended 31 March 2026 – Information noted.

**2025.79** Five Year Budget- Information noted.

**ENGINEER'S REPORT**

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

**2025.80** Asset Management – Members noted the report into potential Suppliers of AMS.

**2025.81** Hydraulic Modelling – EA confirmed they are now finalising their review before sharing outputs.

**2025.82** District Tour – Eng noted successful tour with sincere thanks to all in attendance and special thanks to Guest Speakers David Cadman (Head of Nature Recovery Networks) and Victoria Bunter (Living Floodplains Manager).

**2025.83** Slindon – the EA had indicated that GiA or Local Levy monies may be available to support the Works downstream of Slindon on the riparian ordinary watercourse system within the District subject to a short-form business case. **Board approved up to £5k to prepare the business case utilising the existing s19 report from the LLFA; proposed by MW; seconded by VK.** VK offered to also follow up directly with Parish Council Clerk regards support funding.

**2025.84** Ordinary Watercourse Maintenance – 85-90% complete with no delay anticipated.

**2025.85** Planning Consents & Enforcement – as reported.

**HEALTH & SAFETY REPORT**

**2025.86** No accidents, incidents or near misses reported since the last meeting and no requirement to review or create risk assessments.

**ENVIRONMENTAL REPORT**

Information noted with the following added.

**2025.87** Stafford Brooks Project – Doxey works are due to start in Summer 2026 including riffles within the Sow.

**ANY OTHER BUSINESS**

**2025.88** No other business.

**DATE OF NEXT MEETINGS**

28<sup>th</sup> January 2026, 10am.

**1.5 Matters Arising Therefrom Not Elsewhere on the Agenda****1.6 Complaints and FOI**

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