1. Governance

1.1 Apologies

1.2 Declaration of Interest

1.3 Public Forum

1.4 Minutes of Meeting 17 June 2026

Present:

ME MBER	19.11.24	29.1.25	18.6.25	19.11.25	28.1.26	17.6.26
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**						
Other Attendees						
Phil Bates (SBC Officer) PB						
Anne Hobbs AH						
Member of the Public						

Attended	Apologies	No Apologies

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

Craig Benson	Clerk
Paul Jones	Engineer
David Blake	Senior Finance Officer

Chair advised Members that Angela Loughran had recently passed away. She had been elected as a Councillor in 1997 representing the Manor Ward, she sat on several outside bodies and had joined the Board in 2010. A minute silence was held by Members in memory.

GOVERNANCE

Apologies for Absence

2026.25 Apologies were received from Neil Brown, Paul Edwards, Victor Kelly and Mark Winnington.

Declaration of Interest

2026.26 None.

Public Forum

2026.27 No representations from Members of the Public had been received.

Minutes of the Last Meeting

2026.28 Minutes of the last meeting held on 28 January 2026 were considered, proposed as a true record by JR and seconded by RS.

Matters Arising

2026.29 None.

Complaints and FOI

2026.30 No complaints or FOI had been received since the last meeting.

CLERK'S REPORT

Information for note with the following added.

2026.31 Legislation – Clerk updated Members on the new FCERM guidance received. Eng also added that the rule relating to not including households built after 2012 had been removed. Discussions took place. JS asked if any other projects could be considered, suggesting Silkmore. Eng confirmed that the EA had agreed to meeting to discuss maintenance on main river, including Silkmore, and stated other projects could be looked at. Chair asked for the meeting with the EA to be put in writing to Cllr Ann Edgeller. Eng to give feedback on the meeting with the EA at the next Board meeting.

2026.32 ADA – Information noted with Clerk confirming himself and the Engineer would be in attendance at the ADA Marches Branch Meeting.

2026.33 Board Meeting Dates – Clerk discussed reducing the turn around between meetings and proposing, when there are no elections, that the November meeting is held in October. It was agreed to hold the next meeting on 14th October 2026.

FINANCIAL REPORT

2026.34 Rating Report – FO advised that of the balance at 31st March 2026, £537 related to two debtors. He confirmed that it was not cost effective to take these to Court so would be rolled over to the new year. FO confirmed that drainage rates had been issued for the current year with 66% of rates and 50% of special levy collected to date.

2026.35 Schedule of Payments - **Approval proposed by FB and seconded by JR.**

2026.36 Internal Audit – FO confirmed that the Auditor was happy with everything reporting the Board was underpinned by sound management and control.

2026.37 Annual Governance and Accountability Return (AGAR) Section 1 – **FO took Members through with approval proposed by JR and seconded by FB.**

2026.38 Accounts for the Year Ended 31 March 2026 – FO took Members through the additional supplement advising overall the Board made a deficit of £12,000 which had been offset from the reserves. He added that with a balance carried forward of £51,871 equating to 30%, it was not ideal and should be around 50% but concluded that the Board had already acted by increasing the rate so should see this increase in future. **JS** suggested looking at the model to reduce the maintenance at Doxey Marsh which was not necessarily required every year. Discussions took place. **Approval of accounts proposed by FB and seconded by JR with All Members in favour.**

2026.39 Budget Comparison for the Year Ended 31 March 2026 – Information noted following report above.

2026.40 Annual Governance and Accountability Return (AGAR) Section 2 – **FO took Members through with approval proposed by JR and seconded by FB.**

2026.41 Five-Year Budget – FO took Members through the report.

ENGINEER'S REPORT

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

2026.42 Asset Management System – Eng referred to the supplement issued and gave a brief overview of the requirements of, and the proposals for the new system confirming the preferred supplier as AMX whom the EA and CRT also utilised. He advised that the costs would be split between all the

IDBs within the Shire Group and confirmed the annual cost for the Board at £1,500, along with an initial £600 data input cost. He added that the AMX system was procured through a central Government purchasing portal so would therefore sign up for a three-year term which could be terminated at any time. Chair asked if any issues had been raised from other Board meetings. Eng confirmed only the contract terms. **Further discussions took place with FB proposing approval of and seconded by JR with All Members in agreement.**

2026.43 Environment Agency – Eng confirmed that he would advise Members on the outcome of the meeting with the EA regarding modelling and maintenance. He added that the EA wanted to meet with the Board to present the outputs of the model also inviting members of the Lead Local Flood Authorities with the intention for this to be held at Stafford Borough Council offices and would confirm when he had received notification of a date.

2026.44 Environment Agency - JS noted that if there were any opportunities to store water along Rising Brook / Silkmore Drain that further discussions may be beneficial between EA, Wildlife Trust and IDB.

2026.45 Ordinary Watercourse Maintenance – JS asked if a rotation could be considered on Doxey & Tillington Marshes; potentially every 2 years; Board acknowledged that that there may be a cost increase in maintenance if undertaken every 2 years; Eng would discuss with Contractor as well as considering the potential impact on access and wider impact upstream of M6.

HEALTH & SAFETY REPORT

2026.46 Information noted.

ENVIRONMENTAL REPORT

2026.47 ADA Environment Day – Information noted with the Clerk pointing Members to the link in the papers to the event website.

2026.48 Water Vole & Mink – the Clerk advised that some of the Environment Officers had attended Water Vole Steering Group meetings reporting the good news that it was forecast that American Mink were likely to be eradicated within 5 years due to that many groups now installing Mink traps. He went onto say that Water Vole are also being re-introduced into certain areas. JS confirmed that the Wildlife Trust already had a similar project underway on the Dove and were looking to spread it through the rest of Staffordshire as it was showing good results. Further discussions took place including introducing mink traps in the district.

2026.49 The Chair then asked if there was an update regarding Beavers. JS confirmed that two pairs of Beavers were living downstream of the Board's boundary and believed they had got young. However, they suspect they were released without a licence. He added that the Trust were submitting an application to DEFRA to do a wild release project in association with local landowners, however it was likely to be a 12-month process before any progress made. He then stated that they did have an ongoing project to release Beavers into an enclosure on some of the land held by the Trust.

2026.50 Stafford Brooks Project – JS advised that works were to begin on Doxey Marsh at the end of June, beginning of July giving an overview as to what was being undertaken. Discussions took place.

DATE OF NEXT MEETINGS

2026.51 14th October 2026 at 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.

14/10/26