

Our Ref: RGB/C-AP

Date: 3 July 2018

**MINUTES OF THE PARRETT FULL BOARD MEETING HELD AT BRADBURY HOUSE ON 27 JUN 18**

<b>Attendance:</b>			
<b>Elected Members:</b> Mr W Barnard Mr R Barrington Mr P Betty Mr A Bradford Mr M Heywood Mr P Maltby Mr C Passmore Mr B Rowe Mr D Vigar Mr J Winslade	<b>Appointed Members:</b> Cllr A Bown Cllr M Caswell Cllr I Dyer Cllr A Fraser MBE Cllr S Kingham Cllr B Maitland-Walker Cllr A Moore Cllr L Perry Mr D Spicer Mr J Taylor	<b>Officers:</b> Mr R Burge Miss C-A Porter Mr I Sturdy Mr P Stephens	<b>Public:</b>
<b>Apologies:</b>			
Mr B Bryer Mr G Theed Mr M Winslade MBE Mr M Young	Cllr D Durdan Cllr A Gilling Cllr M Lewis Cllr R Lilley Cllr N Weeks		

<b>Agenda Item:</b>	<b>Detail:</b>	<b>Action</b>
1. Attendance and Apologies:	<p>1.1. The Chair opened the Meeting by advising that a preliminary date for an emergent meeting of the reconstituted Board was to be 12 Jul 18 following the expected signing of the Order to reconstitute.</p> <p>1.2. The Chair welcomed new Officers to the meeting and introduced Mr Roger Burge as CEO/Clerk and Mr Peter Stephens as Parrett Area Operations Manager.</p> <p>1.3. Mr Stephen Gee and Mr Phil Ham were wished well for their respective retirements at the end of Aug 18.</p> <p>1.4. Apologies as per the above Attendance List.</p>	
2. Items additional to the agenda	None.	
3. Declarations of Interest:	None.	

4. Opportunity for members of the public to address the meeting	None.	
5. Approval of minutes:	<p>5.1. Minutes of the Meeting held on 06 Feb 18: (appended) Item 8 - Reconstituted Board: The twelve elected members of the new Parrett IDB should also include Colin Passmore and Rebecca Horsington.</p> <p>5.2. Having been previously circulated and with this one amendment, the Chairman signed the minutes as a true and accurate record of the Meeting held. All agreed.</p>	
6. Matters Arising	None.	
7. Governance Update	Due to priorities of the Meeting, it was agreed to delay this Agenda Item until after the Finance Report (see Agenda Item 10)	
8. Finance Report:	<p><b>SDBC Annual Accounts Year Ended 31 March 2018:</b></p> <p>8.1. The Year-End Accounts had been scrutinized by the Policy, Finance &amp; Governance Committee.</p> <p>Cllr I Dyer Proposed, Seconded A Bradford that “<b><i>the Parrett IDB approves the Somerset Drainage Board Consortium year-end accounts for 31 March 2018.</i></b>” Vote unanimous</p> <p><b>Parrett Annual Accounts Year Ended 31 March 2018:</b></p> <p>8.2. The Year-End Accounts had been scrutinized by the Policy, Finance &amp; Governance Committee.</p> <p>C Passmore Proposed, Seconded by D Spicer that “<b><i>the Parrett IDB year-end March 2018 accounts be approved.</i></b>” Vote unanimous</p> <p><b>Annual Governance &amp; Accountability Return 2017/2018 Part 3:</b></p> <p>8.4. Section 1: Members were satisfied that there was a sound system of internal control, including arrangements for the preparation of the Accounting Statements.</p> <p>C Passmore Proposed, Seconded by A Bradford that “<b><i>the Parrett IDB answer YES to the first eight statements on Section 1 of the Annual Governance Statement 2017/18.</i></b>” Vote: unanimous</p>	<p><b>RESOLUTION 1</b></p> <p><b>RESOLUTION 2</b></p> <p><b>RESOLUTION 3</b></p>

	<p>8.5. Section 2: Members were satisfied that the accounting statements adequately reflected the annual accounts as previously approved.</p> <p>C Passmore Proposed, Seconded by A Bradford that “<b><i>the Parrett IDB approves the Annual Return 2018 Section 2 accounting statements.</i></b>” Vote: unanimous</p>	<p><b>RESOLUTION 4</b></p>
<p>9. Engineering Report Updates:</p>	<p>9.1. The Engineering Report was taken ‘as read’ with the following updates provided by Mr I Sturdy:</p> <p>9.2. Item 4.3 - Etsome Sluice: The long term solution to be discussed with EA, however, short term penning boards had been introduced.</p> <p>9.3. Item 6.2 - Oath to Burrowbridge Dredging: The Oath to Burrowbridge dredge was expected to increase peak levels downstream, therefore mitigation works were being considered. I Sturdy took an action <b><i>to consider mitigation works on the Oath to Burrowbridge dredge and report at a future meeting.</i></b></p> <p>9.4. Additional Item - Bridgwater Barrage: Mr Sturdy reported that there was no further update at this time. Continuing concerns were being raised from landowners, however technical details from EA had provided a satisfactory outcome. Chilton Trinity Parish Council had withdrawn its objection.</p> <p>9.5. Somerset Rivers Authority Update: The IDB continues to promote works at SRA level on a catchment-based approach.</p> <p>9.6. Members Tour: Officers recommended that areas of concerns or forthcoming works should be included within future tours in conjunction with visits to areas of completed works.</p>	<p><b>New Action: P/20180627-01: I Sturdy</b></p>
<p>10. Governance Update</p>	<p>10.1. The Clerk reported that Defra guidance had recommended that a large Board should, ideally, be not usually greater than 21 members and so the Boards had agreed to reconstitute to 25 under the new Order about to be signed w/c 2 Jul 18.</p> <p>10.2. The Clerk further reported that, disappointingly, with the Order expected to be signed imminently, he was still awaiting confirmation of Local Authority appointed members (13 seats). Current Board members remained extant until the day following signature of the Order.</p>	

	<p>10.4. As this was seen to be a significant opportunity to address shortfalls and concerns with current Board governance, the Clerk recommended for Joint meeting of Task &amp; Finish Group to be held 28 Jun 18..</p> <p>P Maltby Proposed, Seconded by J Winslade that <b><i>“the Parrett IDB conducts a joint Task &amp; Finish Group meeting with the Axe Brue IDB on Thursday 28 June 2018 to discuss governance procedures.”</i></b> Vote: unanimous.</p> <p>10.5. Cllr A Fraser expressed apologies for SDC tardiness in producing the appointed Member list.</p> <p>10.6. The Clerk advised that he expected this Meeting to be the final meeting of the Parrett IDB in its current form. An emergent meeting once the Order had been signed would be called with as much notice as possible.</p> <p>10.7. All out-going Board Members were thanked for their contributions over the years, with P Maltby expressing every confidence in continuing members to continue the good works of the Board.</p> <p>10.8. A Bradford, on behalf of the Board, conveyed gratitude to P Maltby, stating he had:</p> <ul style="list-style-type: none"> <li>• Never missed a full meeting of the Board</li> <li>• Been fully committed to the Board and Consortium</li> <li>• Had made many sacrifices for the Board</li> <li>• Been pivotal in the set-up of the SRA</li> </ul> <p>All members concurred with this sentiment. An informal lunch was to be arranged for current Board members (A Bradford to arrange). Cllr Fraser, on behalf of SDC commented that P Maltby had always been a stalwart supporter of IDB and SDC and expressed the very best wishes for the future.</p>	<b>RESOLUTION 5</b>
<p>11. Date of next meeting:</p>	<p>11.1. The date of the next Parrett Board Meeting would be called as soon as confirmation that the Order for reconstitution had been signed. The Meeting was expected to be scheduled for 12 Jul 18.</p> <p>11.2. There being no other business the Chairman thanked members and officers for attending and closed the meeting at 15.45.</p>	

CHAIRMAN.....DATE .....