

**MINUTES OF THE EXTRAORDINARY SDBC MANAGEMENT COMMITTEE HELD VIA ZOOM
ON 12 MAR 2021**

Attendance:			
Elected Members: Mr P Betty Mr T Bradford (Chair) Mr B Bryer Mr T Bush Mr J Fear Mrs W Welland	Appointed Members Mr P Burden Cllr A Gilling Mr R Keen Cllr S Kingham	Officers: Mr R Burge Mrs M Hammond Mrs C-A Morgan Mr I Sturdy	Public:
Apologies:			
Mr R Coombes Mrs P Thorne			
Non-Attendance:			
Mr B Gray	Cllr P Clayton Cllr D Durdan Cllr I Dyer Cllr A Hendry		

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1. Attendance & Apologies as per the above.	
2. Declarations of Interest	2.1. There were no specified Declarations of Interest raised at this point.	
3. Approval of Minutes	3.1. The Minutes of the SDBC Management Committee held on 13 Jan 21 were accepted as a true and accurate reflection of the Meeting.	
4. Matters Arising	4.1. Review of Actions: Action SDBC/20190729-02 on the Clerk to invite NSLIDB Contractors to complete Pre-Qualification Questionnaires for admittance to the Board's Approved Supplier List: The Clerk reported that this Action remained ongoing for continuing discussion with NSLIDB contractors.	Action SDBC/20190729-02: On-going

	<p>received require any documented change, the SDBC Complaint Policy be signed out-of-Meeting.</p> <p>All in Favour – None Against</p>	<p>RESOLUTION 1</p>
<p>6. AOB</p>	<p><u>Lowland Peat Taskforce:</u></p> <p>6.1 The Chairman reported that he had recently attended the inaugural Lowland Peat Taskforce Meeting, Chaired by Mr R Cauldwell and representing the STA. The Chairman considered the peat farming community was not well represented. The next Taskforce Meeting was scheduled for 22 Apr 21.</p> <p>6.2. It was recommended that the person representing the IDB needed to represent the interest of the IDB in delivering its responsibilities and not promoting their personal views. Membership should include Board Members and Officers.</p> <p>6.3. New Action: The Clerk took an Action to call a Task & Finish Group consisting of two Members from each constituent Board to influence representation of the Lowland Peat Taskforce</p> <p>Lowland Peat T&F Membership: Members:</p> <ul style="list-style-type: none"> • Jeff Fear • Axe Brue tbc • Mr B Bryer • Mr T Bradford • <i>Mr T Bush to advise of NSLIDB Membership</i> <p>Officers:</p> <ul style="list-style-type: none"> • Mr R Burge • Mr I Sturdy • Mr P Brewin <p><u>Financial Update:</u></p> <p>6.4. Board Assets: Dir Fin reported that 22 new computers and 4 monitors were added to the Fixed Asset Register, for depreciation in accordance with the Finance Procedure. The new equipment was</p>	<p>New Action: SDBC/20210312-03: Clerk</p>

	<p>necessary to replace old versions of Microsoft that were no longer supported.</p> <p>6.5. Financial Write-Off: Dir Fin requested consideration to write-off £100 for the following debt from 2013: EDF - £100 Land Drainage Consent not completed as vermin gates were not installed.</p> <p>6.6. Mr T Bush proposed, seconded by Mr J Fear, that an aged debt from 2013 of £100 be written-off as EDF did not complete and submit a Land Drainage Consent application to install vermin gates.</p> <p>All in Favour – None Against</p>	RESOLUTION 2
7. DONM	<p>7.1. The DONM was identified as 09 Jul 21 to be held remotely by Zoom at 1030 – 1230.</p> <p>7.2. The Chair thanked all for their attendance and closed the meeting at 1315.</p>	

Annex:

A. SDBC – Table of Outstanding Actions

CHAIRMAN.....DATE

**ANNEX A TO
SDBC MANAGEMENT COMMITTEE MINUTES
DATED 12 MAR 21**

SDBC – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:
SDBC/20190729-02	To invite NSLIDB Contractors to complete Pre-Qualification Questionnaires for admittance to the Boards Approved Supplier List.	Clerk
SDBC/20210312-01	To email concerns/comments to the CEO regarding the draft Watercourse Management Policy to enable a full discussion at a future SDBC Management Meeting.	All Members
SDBC/20210312-02	To email concerns/comments to the CEO regarding the draft Complaint Policy Document to enable endorsement out-of-Meeting.	All Members
SDBC/20210312-03	To call a SDBC Management Committee Task & Finish Group consisting of two Members from each constituent Board to influence representation of the Lowland Peat Taskforce.	Clerk