

**MINUTES OF THE SDBC MANAGEMENT COMMITTEE HELD AT THE CANALSIDE,
BRIDGWATER ON TUESDAY 24 JANUARY 2023 AT 14.30.**

Attendance:			
Elected Members: Mr T Bradford (Chair) Mr B Bryer Mr T Bush Mr J Fear Mrs W Welland Mr P Burden	Appointed Members Cllr A Gilling Mr R Keen Cllr D Durdan	Officers: Mrs M Hammond Mr I Sturdy Miss N Cornish	Public:
Apologies:			
Mr C Passmore Mr A Mead Mr R Coombes			
Non-Attendance:			
	Cllr I Dyer Cllr P Clayton Cllr A Hendry Cllr A Matthews		

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1. Attendance & Apologies as per the above.	
2. Declarations of Interest	2.1. As per the register. 2.2. IDS reminded Members to submit their Register of Members Interest forms	
3. Election of Chair and Vice Chair	3.1. IDS called for nominations for a Chair to stand for the next two years. Peter Burden proposed and seconded by Barrie Bryer 'that Tony Bradford take the Chair position for another term' All in favour 3.2. Tony Bradford thanked Members for their confidence in him to Chair for a further term but told them it would be his last term as he intended to step down from Drainage Board Business at the next election. He then asked for nominations for Vice Chair.	RESOLUTION 01

	<p>Tim Bush proposed and Andrew Gilling seconded that Jeff Fear take the seat of Vice Chair.</p> <p>All in favour</p>	RESOLUTION 02
4. Approval of Minutes	<p>4.1. The Minutes of the SDBC Management Committee held on 29 September 2022 were accepted as true and accurate.</p> <p>Tim Bush proposed and Jeff Fear seconded 'To sign the minutes as a true reflection of the meeting'</p> <p>All in Favour</p>	RESOLUTION 03
5. Matters Arising	<p>4.1. Jeff Fear asked about the action to 'To monitor and adopt a resolution at the January meeting for any surplus to be held in reserve to smooth out the impact of budgetary increases' MH said this will be discussed in Item 6.</p> <p>4.2. IDS updated Members on the outstanding action around NSLIDB Contractors completing Pre-Qualification Questionnaires for admittance to the Boards Approved Supplier List (ASL), saying it is a work in progress and there are no causes for concern. Tony Bradford raised concerns about whether the Board was covered for emergencies, saying he didn't want to be in the position of not being able to access Contractor help because of the ASL and should there be some flexibility. IDS responded that ASL helps the Boards to know that Contractors have a sufficient track record, the resources and skills to carry out the necessary work. He said Officers can help with the completion of the paperwork but added that the Boards could do with more available Contractors. Tim Bush mentioned there was Contractors in North Somerset who did little jobs such as gates and fencing who were insured but he queried why they need to answer questions about their financial position. IDS said some of the questions are yes/no answers and added that the Boards are required to make sure business is done with financially secure people. The Boards must strike the balance between being too precautionary or letting the risk level drop off. MH added if a Contractor responds to a question with 'no' if doesn't mean they will not make it onto the ASL but there might need to be a discussion around why they ticked 'no' and what can be done to help them.</p>	

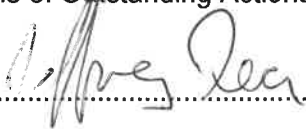
<p>6. SDBC Finance Report</p>	<p>6.1. MH confirmed that up to the 31 December 2022 the bank has been fully reconciled with no issues. The position at the end of quarter 3 was a surplus of £203,469k. She advised the year end forecast is a considerable underspend which is mainly due to all the vacancies MH talked through the rest of the budget saying that Contractors costs have had an increase larger than allowed for due to rising costs. The year-end forecast is to have an underspend of £237k</p> <p>6.2. MH ran through the proposed budget for 2023/24. The bigger increases include the admin budget which was underfunded last year due to the cost of living increase being higher than budgeted for and this has left a starting value of £62k on the Boards admin charge. She said the assumption for the current year cost of living award is 5% but the Consortium follows the Somerset County Council pay scales. Barrie Bryer queried how many staff the budget allowed for. MH said it was for 28 positions. IDS added the new staff structure was close to cost neutral in terms of salaries. It was just reorganised with a reduced numbers of posts. MH talked Members through the rest of the budget advising about other increases due to inflation. Tony Bradford asked if there were any vehicles for the new Deputy Area Supervisors. IDS said the plan was they would buy second hand on a rolling programme as required in accordance with the previous approved paper. MH advised they had bought two new vehicles and had part exchanged one of the old vehicles. IDS further advised that the Deputy Area Supervisors (DAS) will drive their own vehicles to their supervisors and when they become independent they will be given a vehicle. MH told Members about a new budget line for licences for an "App" designed for the Area Supervisors to report anything that needs to be repaired or replaced. IDS added the App will allow A/S to record defects, risk based asset inspections, active monitoring of contractors progress and H&S, H&S incidents and environmental issues. Tim Bush queried the jump in insurance premium to which MH advised it was because there has been some claims made this year. Tony Bradford queried whether it would be possible to standardise all Drainage Board insurance nationally so all IDB's used the same specialist. IDS said he would look into it. Peter</p>	<p>ACTION : SDBC/20230124-01 – To investigate finding an insurance specialist in Drainage Boards</p>

	8.3. Tony Bradford asked for an investigation into costing and size for a new pumping station at Dunball. He thought it could be funded by the SRA but strongly believed it would be more helpful to remove water from Moorland and Fordgate. IDS said he would contact Andy Wallis and have a chat about possibilities.	ACTION: SDBC/20230124-02 – To make enquiries for a pumping station at Dunball
9. Location, Time & Agenda for AGM	9.1. To be held at The Canalside on Tuesday 14 March 2023 in the evening 9.2. Items for the agenda should include flood recovery Jeff Fear left the meeting at 16.18	
10. AOB	10.1. None	
11. Date of Next Meeting	11.1. The Chairman thanked Members for their attendance and the meeting was closed at 16.22 11.2. Next meeting is Tuesday 14 March 2023	

Annex:

A. SDBC – Table of Outstanding Actions

CHAIRMAN.....



DATE

27-07-23

**ANNEX A TO
SDBC MANAGEMENT COMMITTEE MINUTES
DATED 29 SEPT 22**

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 - Ongoing
SDBC/20220929-01	To monitor and adopt a resolution at the January meeting for any surplus to be held in reserve to smooth out the impact of budgetary increases	Director of Finance
SDBC/20230124-01	To investigate finding an insurance specialist in Drainage Boards	Director of Finance
SDBC/20230124-02	To make enquiries for a pumping station at Dunball	Clerk