

MINUTES OF THE SDBC MANAGEMENT COMMITTEE HELD AT BRADBURY HOUSE, 33-34 MARKET STREET, HIGHBRIDGE ON TUESDAY 12 DECEMBER 2023 AT 14.30.

Attendance:			
Elected Members: Mr T Bradford (Chair) Mr B Bryer Mr T Bush Mr J Fear (Vice Chair) Mr A Franks Mr A Gilling Mr C Passmore Mrs W Welland	Appointed Members Cllr P Burden Mr S Kingham	Officers: Mrs M Hammond Mr I Sturdy	Public:
Apologies:			
Mr R Coombes	Cllr A Hendry		
Non-Attendance:			
Mr A Mead	Cllr P Clayton Cllr R Keen Cllr R Wilkins		

Agenda Item:	Detail:	Action:
1. Attendance and Apologies	1.1. The Chair welcomed everyone to the meeting and thanked Jeff Fear for chairing the previous meeting. 1.2. Attendance & Apologies as per the above.	
2. Declarations of Interest	2.1. As per the register.	
3. Approval of Minutes	3.1. The Minutes of the SDBC Management Committee held on 27 July 2023 were accepted as true and accurate. Proposed: Tim Bush Seconded: Stuart Kingham All in Favour	RESOLUTION 01

<p>4. Matters Arising</p>	<p>4.1 Jeff fear noted on page 5 the resolution ‘That at the next Full Board meetings each Board is asked to consider ringfencing the salary underspend returned to them at the end of 2022/23 for the Consortium to draw upon for engineering services should the need arise. Jeff Fear asked did the boards agree to this?</p> <p>Tim Bush replied that this had not been brought up in Full board meetings yet for NSL.</p> <p>Iain Sturdy replied that as the Consortium is in a better position than projected, at the current time the consortium doesn’t need the money back. Although this will depend on Calm Engineering’s time and the future recruitment costs of Engineer vacancies in the future.</p> <p>Iain Sturdy stated that we can add this as an agenda item for the next full board meeting.</p> <p>4.2 Stuart Kingham asked for an update regarding the changes to the meetings schedule.</p> <p>Iain Sturdy responded that not all of the boards agreed to the proposed changes that he had asked for, which was to reduce the number of Full Board Meetings from 4 per year to 3 per year, Finance & Works meetings to be a minimum of 2 per year but have a 3rd as and when necessary, and to fill in with Operations meetings in between.</p> <p>Iain Sturdy stated that as all Boards weren’t in agreement to the proposed changes, meeting schedules will be kept as they were at 4 Full Board meetings a year. It would be more difficult to run different calendars for different boards. Although we don’t have to have the April meeting if it is felt that it is not needed and he could bring that back to the Boards again at a later date</p> <p>The Chairman stated he felt it wasn’t right that Full Board meetings would be reduced but several subcommittee meetings would be going ahead.</p> <p>Tim Bush asked how many subcommittee meetings the individual Boards have now and perhaps life can be made a bit easier for Margaret Hammond if the April meetings didn’t include a finance report.</p> <p>Margaret Hammond responded that the only thing she can report on in the April meetings is the outstanding drainage rates position, as it’s too early in the financial year to report the accounts.</p>	<p>ACTION: SDBC/20231212-01 – IDS to add Agenda item to FB meetings in regards to ringfencing the salary underspend.</p>
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	<p>The Chairman stated that in an ideal world he would like to stop all the sub committees and just have full Board meetings.</p> <p>Iain Sturdy said that he understands that is the Chairman's view but that it's not a view held by all. The sub committees were set up periodically to deal with topics/issues and it is helpful to compartmentalise the business in this way. If we tried to do all the subcommittee business in a full board meeting they would have extremely long meetings.</p> <p>Andrew Gilling said he thinks that subcommittee meetings should be held only from time to time and these shouldn't be scheduled meetings.</p> <p>Iain Sturdy replied that we need regularity to these meetings as it gives time to focus if there is something coming up that needs to be prepared. They can be called when needed but they do need to be scheduled in.</p> <p>Colin Passmore stated that the meetings are multiplied 4 times over. (ie. 3 Boards and the Consortium) The question needs to be asked should we look into the benefits of amalgamating the Boards into one, with catchment meetings to address the things that are happening on the ground. We need more young people on the Boards and if we have a less onerous schedule of meetings we may attract more interest.</p> <p>The Chairman raised the issue of attendance at the full board meetings, he stated that people feel insignificant because the decisions have already been discussed and made at the subcommittee meetings. He stated that he would like more people to be involved in decision making at Board meetings.</p> <p>Jeff Fear stated that in the Axe Brue Board meetings, there are some Elected Members who have not been attending and they should be sent a reminder.</p> <p>Iain Study replied that there had been a discussion as to whether attendance at sub meetings is counted towards over all meeting attendance and the wording seemed to suggest it does.</p> <p>Jeff Fear clarified that he is suggesting a polite reminder regarding attendance is sent to those Elected members frequently not attending.</p>	
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	<p>Jeff Fear raised that the recommendation was that if we reduced to 3 meetings per year there would be drop in sessions put in place, he asked for clarification that if we are staying at 4 per year then this wouldn't then happen.</p> <p>Iain Sturdy confirmed that would be the case for the moment.</p> <p>Alan Franks asked if we could amalgamate the sub committees across the Boards. Iain Sturdy confirmed this was already the case, the sub committees are consortium-wide.</p> <p>Barrie Bryer said that if young people feel like they are just rubber stamping we won't get them on the Board.</p> <p>Colin Passmore said that unless we get young people who are interested in the whole Board and not just their section, it is not of any help. It may be better to have a small board that runs the whole area, but the risk is that people are only interested in what directly affects them. It is difficult to have interest in the whole area.</p> <p>Tim Bush responded that the North Somerset Board has recently has had two relatively new members join and the feedback from one was that the meetings need to be more interesting, Tim Bush agreed the importance of agenda items like Health and Safety as a public organisation.</p> <p>IDS agreed with Tim Bush and stated Board members have a responsibility to support the officers in this regard.</p> <p>IDS stated that due to the amalgamation of the districts within the council and the fact they are now Somerset Council, he anticipates that they will inevitably ask at some point why there are 3 lots of meetings. They will be looking for efficiencies.</p> <p>Colin Passmore asked if it would be possible to conduct a review of a one board amalgamation and give a low-key view of the benefits and disbenefits.</p> <p>IDS responded that before doing this he would prefer a scoping out to find out what the next steps would be and the timescales involved.</p> <p>The Chairman felt that if it was one Board then it would put off young people joining even more. There would be more time required to be spent involved with the Board and this would put young farmers off joining.</p>	
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	<p>Colin Passmore said we must be aware that through joining comes important responsibilities and many people don't want to take on these extra responsibilities or they don't have the time or inclination to.</p> <p>The Chairman stated that we are already a well run professional organisation.</p> <p>Jeff Fear added that if we still had 13 Boards it would make it very hard to operate in this current climate. The previous amalgamations had had a positive impact</p> <p>Peter Burden added that the reason NSL joined was because they wanted to join a bigger organisation to build resilience and a larger organisation helps to provide this. Perhaps we could drop the odd sub-committee. He felt it is too soon to talk about merging any further at this time.</p> <p>The Chairman concluded by saying at the present time we are continuing with 4 meetings a year with a view to drop April if necessary.</p> <p>IDS added that there is also the SDBC AGM in March, which everyone can attend.</p> <p><u>Table of Outstanding actions</u></p> <p>SDBC/20190729-2 – IDS stated Contractors are given help with the paperwork if they require it. Everyone we are currently using are signed up to our Approved Supplier List. On occasion our contractors use subcontractors and, in these cases, they are linked to the main Contractor as a subcontractor.</p> <p>SDBC/20230124-01 – Maggie Hammond said that she has a concern about this action. If we found a specialist and used them, would we then loose out of access to others and mean it would put the price up? The Chairman suggested that MH contact Innes Thompson at ADA to get some advice on what other Drainage Boards do.</p> <p>SDBC/20230124-02 – IDS confirmed that we continue to do this and continue to get the same response. It's a changing world, the RSPB have now got funding approval to investigate alternative water level management in Kings Sedgemoor and Allermoor via "Landscape Recovery funding". IDS is</p>	<p>SDBC/20190729-2 - Closed</p> <p>SDBC/20230124-01 Ongoing – Maggie Hammond to investigate further with ADA.</p>
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	<p>of the opinion this means there would be more need for better water level management assets.</p> <p>The Chairman believes this is something the SRA should get involved with.</p> <p>SDBC/20230727-01 – IDS stated that he’s not sure about this action. It’s a different organisation now. From the review of retention and recruitment we now have put in place a formal standby and 24hr phone coverage through the business. Under Data protection it may not be something that can be done. IDS said he’s happy for people to have his number. IDS stated he would like to stick with the current process, but if there is a problem let him know and it will be investigated.</p> <p>SDBC/20230727-02 – Discussed previously in meeting.</p> <p>There was a plea from a member of environment committee, when we decide on a date please can we do our best to keep to that date.</p> <p>Can the October Full board date be looked at as several members may not be able to attend, can this be moved to ensure member can attend – perhaps to November.</p> <p>SDBC/20230727-03 - We have had some responses not 100% yet but IDS to look at the list and non responses will be chased.</p> <p>SDBC/20230727-04 – IDS, Matthew Wall and Virginie Martin met with Paul Lownes Gravity Site Director.</p> <p>IDS explained there will be three huge units on site, the first half of the first building will be done by 2027. They have completed commercial elements but they need to look further into the water management side as they are proposing to take all necessary water from the River Huntspill or public supply as they don’t want to pump from the KSD for cooling. They are proposing they will return water back into the system after using it in better quality – at the moment their process to do this isn’t clear.</p> <p>Richard Smith from Stantec will be looking into the surface water side of the process.</p> <p>Emma Baker at the EA has confirmed that the EA will be setting up a team to deal with the site, and</p>	<p>SDBC/20230124-02 - Ongoing</p> <p>SDBC/20230727-01- Closed</p> <p>SDBC/20230727-02 -Closed</p> <p>SDBC/20230727-03 -Ongoing</p> <p>SDBC/20230727-04- Ongoing</p>
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<p>Item 5 - IT & Mobile Policy</p>	<p>this will be funded by Gravity. She hopes to have meeting with SDBC to keep us in the loop of progress/developments.</p> <p>Stuart Kingham asked if there will be any storage on site. IDS replied that the reed beds and rhynes are to be used. The key issue for Gravity is having enough water and where to store it.</p> <p>The Chairman asked if there is an intention to take water from the KSD? IDS stated that not currently, but that this could change.</p> <p>Alan Franks asked if it would help with flooding going forward? IDS said that they need to work out how to store water and there needs to be a joined-up approach.</p> <p>Alan Franks stated that people living on the moors are very concerned about flooding and are wondering what is going to happen in the future.</p> <p>IDS stated we need to be careful and not say to people that Gravity will be the solution to this although it may be possible to achieve some beneficial outcomes.</p> <p>The Chaiman added that it is a good thing that we are engaged with Gravity.</p> <p>IDS asked the Chairman if Item 8 could be moved up to Item 5 the next item on the agenda as it involves a staff member who would be leaving at 4.30pm. This was agreed.</p> <p>Marcus House – Every year we have a cyber essentials assessment, it is a bit like an MOT for your car. This ensures all is secure and we aren't posing the risk of exposing personal data. The policy is mostly behavioural and procedural, ensuring we act as expected.</p> <p>Marcus House highlights some amendments to the policy as follows:</p> <ul style="list-style-type: none"> • 4.2 Members of staff only seeing information that they are entitled to see, Finance and HR information. • 6.Password policy, 12 characters required but you don't have to change it. 	
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	<ul style="list-style-type: none"> • 6.3 Password compromised behavioural and ensuring if compromised it's changed immediately. • 8 Keeping devices up to date with software updates. <p>Stuart Kingham asked if we can do a check, Marcus House confirmed this can be checked via reports.</p> <ul style="list-style-type: none"> • 15 Remote workers having a device at home that is comparable standard to the office in terms of the security of it. • 22.4 Specifications of emails <p>App A refers to firewalls for incoming data, and who has admin level controls and security settings on phones.</p> <p>IDS questioned as this is a cross board policy, the previous one was signed off by the 3 chairmen. It was agreed this could be signed off by Chairman of SDBC and CEO.</p> <p>'That the IT policy can be signed off by the Chairman of SDBC and CEO'.</p> <p style="text-align: center;">Prop: Jeff Fear Sec: Stuart Kingham All in Favour</p>	RESOLUTION 2
6. SDBC Finance Report	6.1 Maggie Hammond explained that the bank statements have all been reconciled and there was nothing else to report in this regard.	

	<p>6.2 Maggie Hammond referred to the Budget document. Current position is underspend on salaries due to staff vacancies. The forecast is to have a very small surplus and we are then very close to budget.</p> <p>Jeff Fear mentioned Calm and enquired if Calm is a straightforward contract i.e. no holiday pay etc Maggie Hammond confirmed this. Jeff Fear said if we can't recruit people into positions this is the only way forward.</p> <p>IDS felt that the involvement with Calm Engineering is working for the moment. There has been a great deal of progress on the development control side of things, and we have cleared through a lot of workload. The Engineering side is a bit slower although good progress has been made. IDS mentioned that at this point he doesn't prefer this to the option of competent internal staff though. Although we have an underspend on salaries the costs for Calm mean this is balanced out over the whole budget and is why we are close to budget overall.</p> <p>Colin Passmore said that it seems like a good solution using Calm, as with internal recruitment there is some unknowns. IDS said that he had faith in Calm having worked alongside several of these people in the past.</p> <p>Stuart Kingham questioned the electricity costs on row 32 & 33 of the document. Maggie Hammond replied that this was the electricity and gas costs for Bradbury House. It was set for 3 years but the government have allowed energy companies to change their standing cost charges. What was thought of as a fixed contract isn't actually fixed as they have put up some charges, however this is still less than the previous supplier would have increased the costs by. Maggie Hammond said she has estimated the cost for the end of the year but there are variables to consider such as the weather and lights that need to be on etc.</p> <p>The Chairman wanted to go back to the Engineering discussion and asked how long we have been advertising the Engineer positions for. IDS said over a year now. The Chairman suggested that perhaps take the job advert down and continue with Calm, the more work we give them the more opportunity they have to recruit as he anticipates a lot more work in the pipeline for the drainage boards. This way it could take the responsibility off of us.</p>	
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IDS highlighted we are also doing work ourself and we still have responsibility in procuring works and oversight as well.

IDS stated that at the moment he is managing Calm and making/guiding the engineering decisions; therefore it is important that he gets the Principle Engineer in place so that he can focus on leading the organisation.

Tim Bush asked if the £181,000 underspend meant that it would take the pressure off future budgets?

IDS said that with Calm we have looked at the ringfenced reserved money and then been sensible when looking at what projects are deliverable this year, which is about 30 pieces of work. There is still three times this amount to catch up on. IDS estimates there is about 2 years worth of work for Calm and the resources we have. When we get to budget setting for each board, a modest amount of around £50k per board for new projects should be enough whilst working through the ringfenced reserves for projects already lined up.

Stuart Kingham asked about row 44 of the report . Maggie Hammond said that she has started looking at the market regarding getting a new website. The quote is approx. £8000, some money may be spent this year to get ready to spend money on a new website in the following year. It's an old-fashioned website and with more people now using online facilities - this needs to be refreshed.

Stuart Kingham asked if the website would bring income into the boards, Maggie Hammond replied no - as there will not be any advertising and as a public body we shouldn't.

IDS said he has been told that it is very hard to find what you are looking for on the current website if you are unfamiliar with it and it could be more user friendly.

Stuart Kingham asked if complaints were dealt with via the website, Maggie Hammond confirmed that the complaints form is on there but needs to be printed out and sent into the office.

Proposed Budget for next year

Maggie Hammond drew attention to the staff costs. As this year it was agreed that local government pay would be increased by a lump sum £1925 instead of a percentage increase or a 3.88 % rise if it was higher than the lump sum. In the forecast only 5 % was added in and this was not enough to cover the

	<p>lump sum costs, therefore there will be a catch up in the budget at the start of 24/25.</p> <p>Maggie Hammond has allowed for a 5% increase for next years cost of living award, which is following what Somerset Council are putting in their budgets ;as we follow the Somerset Council pay scales this is the right thing to do. There are also assumptions in here with regards to what increments staff will be given.</p> <p>Tim Bush questioned about the salaries committee. IDS said that he had planned to discuss this. In the past if an individual staff member felt they deserved a pay increase they had to take this in front of the board which we moved away from. Around the pandemic there was some awkward salary committees where members were going through each staff member in turn discussing individual performance and pay awards which didn't feel properly objective. Now each member of staff has an annual appraisal looking at training and performance - there is a potential to move up salary increments depending on performance until they reach top of their grade.</p> <p>IDS wondered if there was a need for salaries committee now this process is in place. IDS would like to keep salaries committee in place for more exceptional cases that would need to be agreed with the committee.</p> <p>The Chairman stated that he thought the previous CEO had stopped the Salaries Committee. Maggie Hammond stated there had been a meeting since then. IDS felt there was still a need and should keep the committee for senior staff and exceptional circumstances.</p> <p>Peter Burden asked if it should be renamed Salaries and Staffing Committee and only be called when needed.</p> <p>Prop: Peter Burden Sec: Andrew Gilling All in favour</p> <p>Maggie Hammond mentioned that the gross salaries cost will therefore have an impact on related costs such as pensions and NI.</p> <p>Colin Passmore asked if there was a possibility to look at alternative pension options for new members of staff to save money. He stated he thought other drainage boards have looked at this also.</p>	<p>RESOLUTION 3</p>
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	<p>Maggie Hammond said she could look into this and agreed it is a significant cost for the business paying 23% pension contribution</p> <p>Colin Passmore asked if people have opted out. Maggie Hammond said apart from a certain age bracket (that cannot be part of the pension scheme) that everyone else is opted in. Peninsular pensions offers a 50/50 option also.</p> <p>IDS asked Colin Passmore if he considers the current scheme too expensive?</p> <p>Colin Passmore felt we should look at a lesser scheme as other Drainage Boards have done.</p> <p>Maggie Hammond said that the LGPS is attractive to employees and it is part of the 'package' offered to employees coming to work for the Drainage Boards.</p> <p>Maggie Hammond said the actuary looks at the pension pot and works out the calculations of the percentage we have to pay. Different employers within the LGPS pay different rates.</p> <p>Maggie Hammond said we run the risk of having a two-tier workforce if we introduce a new scheme for new members.</p> <p>Colin Passmore felt pensions couldn't carry on at this level of contributing 23%.</p> <p>The Chairman asked Maggie Hammond to look into a lesser scheme but said he would be in favour of keeping things as they are with LGPS on the same tier.</p> <p>IDS felt that at this point in time the pension isn't causing an issue. Colin Passmore disagreed with this. IDS stated that all staff have, within the last 5 years, been brought onto the same terms and conditions and salary scales.</p> <p>Colin Passmore replied that if we aren't careful this could get very out of control.</p> <p>Maggie Hammond clarified that this pension budget is assuming a full staffing structure and has no budget in for Calm. Calm charge a flat rate per hour and this will include their own pension arrangements..</p> <p>Maggie Hammond if we have new members of staff, would we legally be allowed to say that they would</p>	
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	<p>have to join a different pension scheme, if not, everyone's terms and conditions would have to be changed and this is something she suggested wouldn't be a good thing to do.</p> <p>The Chairman asked Maggie Hammond to make a tentative enquiry into other pension schemes.</p> <p><u>Vehicle costs</u> Maggie Hammond said these are up by 14.5 %, the biggest player in this is fuel costs. There is an assumption in the budget about purchasing another vehicle, recognising that there is a current vacancy for a Deputy Area Supervisor role. This increase includes the cost of fuel plus the cost of having another vehicle on the road.</p> <p>There has been a rise in cost for commercial vehicle insurance. It is costing us over £1000 per vehicle to insure. This is just how the market is unfortunately at the moment.</p> <ul style="list-style-type: none">• Premises costs up £3000 due to business rates.• Building maintenance and repairs increase due to building is getting older and has some issues that have needed repair.• Office admin up by £10,000 for a new website.• Professional fees budget has gone down as we have not replaced our consultant that left this financial year.• Depreciation costs are due to planning to purchase two new vehicles and depreciation is higher on vehicles when they are new.• Total expenditure increase of £97,500. <p>Income has been kept the same apart from receiving better interest rates on bank accounts. Interest rates are predicted to stay higher for longer.</p> <p>Balance budget going up by 5.89 %.</p> <p>'That the budget is approved by the SDBC Management Committee'</p> <p>Prop: Peter Burden Sec: Wendy Welland Vote: All in favour</p>	<p>ACTION: SDBC/20231212-02 – M. Hammond to make a tentative enquiry into if there is a more affordable pension scheme for new members of staff.</p> <p>RESOLUTION 4</p>
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	<p>Colin Passmore asked if there was any progress with the group that was looking into ways to get better returns on our deposits.</p> <p>Maggie Hammond replied she had to rewrite the policy after speaking with Bob Mitchell, it's been shared with IDS and once he's happy the committee will be called to go through the updated investment policy.</p> <p>The Chairman thanked Maggie Hammond for a clear and well explained accounting budget section.</p>	
<p>6. Meetings Calendar 2024</p>	<p>6.1. The Chairman stated that this calendar of meetings item was discussed earlier on in the meeting.</p> <p>The Chairman said that the SWADA meeting is usually in April, to be hosted in Lower Severn.</p> <p>AGM for SDBC – The Chairman felt that the Canalside was a good venue last year. The date is set in the calendar for 12/3/2024 at 7pm, the committee were all happy with this.</p> <p>IDS confirmed that the committee structure item had been covered earlier in the meeting.</p>	
<p>7. Staff Update</p>	<p>7.1 IDS stated that Calm Engineering had been discussed previously in the meeting.</p> <p>7.2 IDS gave an update on recruitment.</p> <ul style="list-style-type: none"> • Jody Farthing new in post as Receptionist, started in September. Maggie Hammond stated that she has settled into the team well. The Chairman commented that she is very polite and efficient and she is a good acquisition for the Boards. • IDS said interviews had just taken place for the Deputy Area Supervisor role in NSL area. Neither candidate was suitable for that role. The younger candidate was suited to the Operations Technician role and can be trained as DAS in any area to cover when required. He has countryside management qualifications and is starting on 22/1/24. • IDS said there is still a vacancy for DAS in NSL. IDS said that he does worry about NSL 	

	<p>given the current staff age profile. Part of the Operations Tech role will involve gathering knowledge and collating procedures which will help.</p> <p>7.2 Colin Passmore felt that Rob King is overworked. IDS replied that Rob thrives on pressure, however there are peaks and troughs to workloads.</p> <p>Colin Passmore said that it is sometimes hard to communicate with Rob regarding locations and he uses What3Words. IDS explained this is not a drainage board specific system, you can use any reference e.g. grid/map.</p> <p>Colin Passmore said that it's not a criticism but the conversation often comes back to 'I'm not dealing with that, that's Matt Wall'. Colin Passmore felt there was a disconnect that the moment.</p> <p>IDS clarified how things should work. Rob King and Matt Wall are joint line managers for Area Supervisors. Rob King deals with problems and water level management, Matt Wall deals with contracts and contractors.</p> <p>Colin Passmore felt that it isn't working in practice and IDS said he would feed this back and look into this.</p> <p>Tim Bush had some praise for Rob King who sorted an issue very quickly at Huckers bow in Anthony Brinson's absence. Minimum fuss, maximum efficiency.</p> <p>16.40pm Wendy Welland left the meeting.</p>	
8. Website Improvements	8.1 This had been covered earlier in the meeting.	
9. A.O.B	<p>9.1. Jeff Fear asked how much work has not been able to be carried out do to the wet weather conditions.</p> <p>IDS replied that there has been work unable to be done due to the ground being too wet, he didn't yet have a percentage for this. We will get into this as conditions allow.</p> <p>Alan Franks mentioned that he has noticed that some works haven't been done, but accepted that this is due to weather conditions.</p>	

	<p>The Chairman noted that the weeds that have been removed are now floating all over the moor and could block culverts.</p> <p>Alan Franks stated that some areas that haven't yet been done are critical rhynes for the outlet of water. He felt that these areas should have been done earlier.</p> <p>IDS said he will talk to Rob King and Matthew Wall about this</p> <p>Andrew Gilling said that he is very proud of the systems we have in place at the moment. He feels that the watercourses are very well maintained and work well.</p> <p>9.2 Stuart Kingham mentioned Robbins Lane scheme which is SRA funded work that the board will do -where the culvert needs to be renewed.</p> <p>IDS said it's on schedule of work for this year.</p> <p>9.3 Jeff Fear asked IDS are we making progress with the redundant pumping station at Stoke moor.</p> <p>IDS said he had no responses to his emails yet, IDS has confirmed we want to go ahead and by the time we have the Axe Brue meeting should have some progress.</p> <p>9.4 IDS stated that he has the final version of the contract arrangements between the boards and Calm Engineering. Once it is finalised it will need IDS and the Chairmans Signature.</p> <p>To agree that the CALM contract can be signed off by IDS and Tony Bradford as Chairman'</p> <p>Prop: Stuart Kingham Sec: Jeff Fear All in favour</p> <p>9.5 IDS said the SRA have launched an online consultation to their Somerset Flood Strategy and action plan. Deadline closes 2nd week of January 2024. IDS suggested the SRA board members meet with IDS to construct a response to the strategy. IDS will liaise meetings.</p> <p>9.6 IDS was reminded by David Jenkins that WRFCC have vacancies. Land owner representation wanted. If anyone is interested /suitable let David</p>	<p>RESOLUTION 5</p>
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	<p>Jenkins and Emma Baker know to be added to the shortlist.</p> <p>The Chairman said that there needs to be a representative from the Drainage Boards, he asked the committee to have a think about any suitable candidates on their boards.</p>	
10. Date of Next Meeting	<p>10.1. AGM 12th March 2024</p> <p>The Chairman wished everyone a Healthy & Happy Christmas and closed the meeting at 16.55.</p>	

Annex:

A. SDBC – Table of Outstanding Actions

CHAIRMAN.....DATE

**ANNEX A TO
SDBC MANAGEMENT COMMITTEE MINUTES
DATED 12 DECEMBER 23**

SDBC – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:
SDBC/20230124-01	To investigate finding an insurance specialist in Drainage Boards.	Director of Finance – Ongoing MH to speak with Innes Thompson at ADA to ascertain what other drainage boards do.
SDBC/20230124-02	To make enquiries for a pumping station at Dunball	Clerk: Closed
SDBC/20230727-03	To write to members who have not returned their declaration of interests forms	Clerk - Ongoing
SDBC/20230727-04	To report on water supply details to the Gravity site when known	Clerk - Ongoing
SDBC/20231212-01	Add agenda item to next Full Board meetings to discuss ringfencing the salary underspend.	Clerk
SDBC 20231212-02	To make tentative enquiries into whether there is a more affordable pension scheme for new members of staff.	Director of Finance