

# Dempster IDB Meeting 19 May 2015

## Swinefleet Village Hall

### Meeting Minutes

**Present:**

*Peter Chantry (PC)*  
*Paul Jacklin (PJ)*  
*Cllr John Frost (JF)*  
*Mark Johnson (MJ)*  
*Edward Cowling (EC)*  
*Martin Backhouse (MB)*  
*Stuart Hall (SH)*  
*Iain Omand (IO)*  
*Russ Towse (RST)*  
*Mike Ball (MJB)*

**1514. Apologies for absence:**

Barry Philipson (BP)

**1515. Declarations of Interest:**

None

**1516. To sign and approve the minutes of the Board meeting held on 18 March 2015:**

The minutes were agreed to be a true record of the meeting. SH proposed that they be accepted and PJ seconded and they were signed off by PC.

**1517. Matters Arising:**

None

**1518. Clerk & Engineers Report:**

The draft health & Safety policy was presented and discussed. RST explained that this was a first draft. MJB pointed out that owing to the fact that the Board employed fewer than five employees it was not a duty on its part to have a policy in place however it was good practice to still have one. The Board requested that the council's chartered Health & Safety officer, Ray Bone who had assisted in its preparation should sign the final document.

RST said that he would make available to the Board a full copy of the The Channel Management Handbook, produced by Defra/Environment Agency following the presentation of the overview of the document at the meeting, should anybody request it.

MJB presented details of possible sources of partnership funding that could be explored by the Board as part of future funding bids to upgrade its current infrastructure. Following the discussion it was agreed that the most appropriate funding streams would be the Goole Fields Community Wind Farm Fund and the Goole Fields Phase Two Fund. MJB will make further enquiries with community officers who administer the funds within County Hall.

RST presented cheques for payment: PJ proposed that they be paid and seconded by MB.

**1519. Finance Report:**

The Statement of Accounts were approved by the Board, proposed by JF and seconded by MB. The Annual Governance Statement was approved by the Board, proposed by SH and seconded by JF.

**1520. East Riding of Yorkshire Council Invoicing payments Q4:**

The invoicing error had now been rectified from Q1.

**1521. ERYC Contract for ADOC Consortium:**

MJB explained that he and RST had met with a legal colleague in county hall to discuss the best way ahead to enable the Board to contract directly with East Riding council. A draft document will be available for discussion at the next Board meeting.

**1522. Contractor tendering 2015/16:**

RST explained that the recent tendering process had resulted in proposals for the Board's consideration.

Lot 1 (De-weeding & Sludging) John Colwill was the lowest tenderer. That he should be appointed was proposed by SH and seconded by EC with a show of hands in favour.

Lot 2 (Flailing) James Canty was the lowest tenderer. That he should be appointed was proposed by MB and seconded by SH with a show of hands in favour.

Lot 3 (Dyke Ends & Culvert Ends) James Canty was the lowest tenderer. That he should be appointed was proposed by MB and seconded by SH with a show of hands in favour.

RST will send letters to the tenderers to inform them of the Board's decisions.

**1523. Any correspondence not covered in Engineer's Report:**

None

**1524. Any Other Business:**

Following on from recent discussions regarding vacancies on the Board, MJB asked for nominations to be provided that could subsequently be approved by the council as Nominated Members. Names would be given to PC who in turn would forward them to MJB.

**1525. Date of next meeting: 7th July 2015 at 7pm in Swinefleet Village Hall.**