



**Reedness & Swinefleet**  
Internal Drainage Board

**MINUTES OF THE FULL BOARD MEETING HELD ON MONDAY 27TH  
JANUARY 2025 AT 24 INNOVATION DRIVE**

<b>PRESENT</b>					
<i>ELECTED</i>	Mr J Drury	Mr G Cowling	Mr M Barker	Mr T Reed	Mr W Gagg
	Mr I Backhouse (C)	Mr J Cowling			
<b>ABSENT</b>					
<i>APPOINTED</i>	Cllr L Sargeantson				
<b>In Attendance</b>					
<b>Officers</b>		Mr A McLachlan – Chief Executive Officer			
		Mrs A Larkin – Director of Policy & Finance			
		Mr R Towse – Director of Operations			
		Miss L Smith – Board Secretary			

**Andrew McLachlan**  
Chief Executive Officer and Clerk to the Board  
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**259. Welcome, Introductions and Apologies.**

259.1. The Chair welcomed Members and Officers to the meeting.

**260. Declarations of Interest**

260.1. None declared.

**261. Additional Agenda Items**

261.1. None requested.

**262. Health and Safety**

262.1. No matters to report.

**263. Natural Environment**

263.1. The DO confirmed that operational staff are continuing to report badger setts when undertaking maintenance.

263.2. Mr Cowling notified Officers that a request had been made to the Environment Agency regarding possible contamination of Foulsey Dyke. Officers confirmed they had not been contacted by the EA in relation to this matter.

**264. Minutes of the previous Full Board Meetings**

264.1. The Chair drew attention to minutes of the previous meeting, held on 17<sup>th</sup> June 2024.

264.2. It was PROPOSED by Mr G Cowling and SECONDED by Mr M Barker and UNANIMOUSLY RESOLVED that the Board approve these minutes as a true record of that meeting.

**265. Matters Arising**

265.1. Referring to minute 249.9, the CEO reported Officers were expecting further updates next month. An exercise in relation to the hydrology has been conducted to support the understanding of the subsoil, and a draft report was recently received which will be investigated to understand if there is any further information on how water is moving into the drainage board area.

**266. Minutes from the ADOC Consortium Meeting**

266.1. Minutes from the ADOC Consortium meeting held on 25<sup>th</sup> November 2024 were noted by Members.

**267. Financial Position**

267.1. The CEO presented a cautious outturn estimate of +£30k, which could vary considerably depending on the weather or any unexpected incidents within the board area.

- 267.2. Mr Barker queried why the predicted surplus was larger this year than in previous years, to which the CEO advised this was largely due to the bids submitted to the Defra IDB fund, which had [for example] secured £11k to reimburse extraneous energy costs.

#### **268. Budget & Rate Setting**

- 268.1. The CEO presented the proposed budget whilst referencing the 2023/24 accounts. He explained that the proposed budget included utilising £10k of the Board's reserves in addition to an increase of 3.33% in the rate, to meet the expected expenditure.
- 268.2. An increase in the serviceability programme was proposed, with an expected budget of £23k which would allow the Board to regrade some watercourses.
- 268.3. The Chair notified members that he had held a discussion about this with the DO earlier in the month, where it had been suggested that there should be a rolling programme to regrade, as this would not be possible to complete in one year.
- 268.4. Mr M Barker queried whether landowners would be notified prior to this work being carried out, to which the DO confirmed they would liaise where required.
- 268.5. The DO advised he was currently awaiting confirmation of costs from a contractor in relation to these works.
- 268.6. It was PROPOSED by Mr M Barker and SECONDED by Mr J Cowling and UNANIMOUSLY RESOLVED that the Board approve a rate of 21.7p£ to meet an estimated budget requirement of £145,958.

#### **269. Invoices Paid and Accounts Settled**

- 269.1. The DO advised that one contractor invoice was still outstanding.
- 269.2. It was PROPOSED by Mr M Barker and SECONDED by Mr G Cowling and UNANIMOUSLY RESOLVED that the Board note and approve the record of Invoices Paid and Accounts Settled, totalling £218,845.87 (net) for the last financial quarter.

#### **270. Conclusion of Annual Audit**

- 270.1. It was reported to the Board that the External Auditors, PKF Littlejohn, had completed their annual audit of the Board and concluded that no matters were of cause for concern, meaning the Board had passed the external audit.

#### **271. Internal Audit**

- 271.1. The DPF presented the Internal Auditor's Curriculum Vitae, the Internal Audit Plan, and letter of engagement and the Board, in accordance with best practice. Members were invited to consider the independence and competence of the internal auditor and to consider and agree the internal audit programme of work having regard to identified risks.

- 271.2. Mr I Backhouse queried why the board require both an internal and external audit. The CEO explained that the internal auditor investigates governance, policies, and accounts to ensure the Board are adhering to governance and finance policies.
- 271.3. It was PROPOSED by Mr M Barker and SECONDED by Mr T Reed and UNANIMOUSLY RESOLVED that the Board appoint Northern Internal Audit Services to provide internal audit services for the financial year 2025/26.
- 271.4. The Chair highlighted the positive internal audit report from the interim audit conducted in November 2024, and the DPF confirmed that the final audit for 2024/25 will take place in June.

## **272. Drainage Rates**

- 272.1. The DPF confirmed that all rates owed for 2024/25 had been received.

## **273. Planning & Development Control**

- 273.1. The DO confirmed Officers are continuing to monitor the effects of development at the Peat Works, particularly on access roads and the watercourse network.
- 273.2. A consent had been issued for new Natural England safety barriers at Swinefleet Warping Drain.
- 273.3. Board discussed the proposed route of the CO2 pipeline.

## **274. Capital Programme**

- 274.1. The CEO reported that Defra IDB Fund Tranche 2a bids were unsuccessful for a mobile pump to be situated at Swinefleet outfall, however, the Board did receive funding for a smaller 8" trailer pump which could potentially be utilised on the warping drain.
- 274.2. Moving forward into Tranche 2b, Officers will submit a bid to replace the flap valve at Black Dyke and two sluicing penstocks upstream of Warping Drain outfall. This will enable officers to sluice the outfall properly.
- 274.3. It was confirmed that pump repairs were granted in Tranche 1 for Reedness Junction pump station.
- 274.4. The CEO referred to the peat scheme and advised that a test weir had been installed which would test the theory as to whether an automatic weir can be installed to hold back water when necessary.
- 274.5. A feasibility study was being undertaken in relation to the potential installation of a permanent terminal pump station on Swinefleet Warping Drain.

## **275. Maintenance**

- 275.1. The DO notified members that there were some comments received regarding the maintenance works carried out this year and after inspection it was apparent that some of these watercourses could have been cleaned to a better standard.
- 275.2. The DO confirmed that these issues had been discussed with the contractor and improvement is expected.
- 275.3. Several watercourses in and around Kings Causeway require regrading works due to failure of the banks. In some areas, land has been cultivated to the edge of the watercourse and therefore piling may be necessary.
- 275.4. The CEO highlighted the byelaws in relation to driving on or cultivating the banks. It has been noted in the area that there is no margin due to cultivation. The board can enforce this if this is becoming a serious issue.
- 275.5. Mr W Gagg requested Officers notify landowners as soon as possible as leaving maintenance strips will affect the applications for SFI schemes. **Action DO.**
- 275.6. The Board discussed the maintenance schedule, and it was agreed to prepare plans based on the budget no with a reserve.
- 275.7. The DO advised he would notify individual landowners of the maintenance when necessary arrangements have been made with the contractor. **Action DO.**
- 275.8. Mr J Drury commented on the maintenance at the Warping Drain to which the DO advised this would be completed with the long reach in the forthcoming weeks.

## **276. Policies**

- 276.1. Policies were reviewed and approved for publishing by the Board.

## **277. Date of Future Meetings**

### **2025/26**

Monday 23<sup>rd</sup> June – Full Board Meeting

Wednesday 16<sup>th</sup> July – Drifffield Show

Tuesday 25<sup>th</sup> November – ADA Conference (London)

Monday 1<sup>st</sup> December – ADOC Consortium Committee

Tuesday 2<sup>nd</sup> December – ADA AGM (online)

Monday 26<sup>th</sup> January – Full Board Meeting