Danvm
Drainage Commissioners

MINUTES OF THE FULL BOARD MEETING HELD ON WEDNESDAY 4TH JUNE 2025 AT MOSS & FENWICK VILLAGE HALL

PRESENT					
Elected	Mr N Welburn	Mr R Robinson	Mr S Lomas	Mr D Platt	
	Mr W Platt	Mr M Duckitt			
Appointed	Mr R Campbell	Cllr K Osborne	Mr T Grady	Mrs G Ivey (Ch)	Cllr D Nevett
	Cllr M Jordan				
APOLOGIES					
Elected	Mr M Falkingham	Mr R Thompson			
Appointed	Mr C Crowe	Mr P Maddison	Cllr R Tams	Cllr J McCartney	Cllr M Crane
	Mr J Gilliver (VCh)				
ABSENT					
Elected	Mr A Cooke				
Appointed	Mr C Hogarth				
IN ATTENDANCE					
Officers		Mr A McLachlan – Chief Executive Officer			
		Mr R Towse – Director of Operations			
		Mrs A Larkin – Director of Policy & Finance			
		Miss L Smith – Board Secretary			

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355. Welcome, Introductions and Apologies

355.1. Prior to the start of the meeting, the CEO gave a presentation highlighting the projects which had been carried out in the Danvm drainage district in the period ending 31st March 2025.

355.2. The team had been given a very narrow time scale, following confirmation in November 2024 of Defra funding which had been applied for many months before.

355.3. Tranche 1 of Defra funding had to be completed by 31st March 2025, and this was achieved, thanks to the combined efforts of the Management and Head Office Teams, the IDB craftsmen and contractors.

355.4. The Chairman, on opening the meeting, asked that the Board's gratitude be conveyed to all members of staff for completing an excellent job and a great team effort, requesting that her thanks also be recorded appropriately.

355.5. The Chair welcomed Members and Officers to the Board, noting apologies from Mr M Falkingham, Mr C Crowe, Cllr R Tams, Mr P Maddison, Mr R Thompson, Mr J Gilliver, Cllr J McCartney, and Cllr M Crane.

355.6. The Chair notified members that Mr D Atkinson had formally resigned from the Board and that elections will be taking place shortly.

355.7. The Chair requested a formal letter be sent on behalf of the Board, to Mr Atkinson, thanking him for his support. **Action CEO.**

355.8. It was PROPOSED by Mrs Ivey, SECONDED by Cllr Jordan, and with the consent of Mr Duckitt Jnr (Board Member) UNANIMOUSLY RESOLVED that the new watercourse in Fosterhouses should be formally named for the late Mr John Duckitt esq. and be know as "Duckitt's New Cut"

356. Declarations of Interest

356.1. None declared.

357. Additional Agenda Items

357.1. None requested.

358. Health & Safety

358.1. No incidents to report.

359. Natural Environment

359.1. The DO advised there had been recent reports of Japanese Knotweed along Board-maintained watercourses. With the support of the Board's contracted ecologist, these matters had been resolved.

359.2. Cllr Osborne asked if there was a responsibility to report knotweed or hogweed. The DO advised this would be the responsibility of the landowner, however the Board must act with a duty of care.

360. Minutes of the previous Full Board Meeting

360.1. The Chair drew attention to minutes from the previous meeting held on 14th April 2025.

360.2. It was PROPOSED by Cllr Nevett and SECONDED by Mr Robinson and RESOLVED BY MAJORITY that the Board adopt these minutes as a true record of the previous meeting.

360.3. Cllr Jordan abstained.

361. Minutes of the Policy & Finance Committee Meeting

361.1. The minutes from the Policy & Finance Committee held on 20th May 2025 were duly noted by members.

361.2. Cllr Nevett highlighted minute 266.4 and queried where the outfall for the Doncaster Waterfront project was being placed. The DO confirmed this was off Wheatley Hall Road, Doncaster.

361.3. The Chair requested that the BdSec make an amendment to these minutes to include the following: that prior to the Committee meeting commencing, the Chair had queried if there was a quorate number of members in attendance, to which the Bd Sec had confirmed that there was. **Action BdSec.**

361.4. It was PROPOSED by Mrs Ivey and SECONDED by Mr S Lomas and UNANIMOUSLY RESOLVED by those members in attendance at the Policy & Finance Committee meeting of 20th May 2025 that the minutes be amended to reflect the above.

362. Matters Arising

362.1. No matters arising raised that were not to be covered elsewhere in the agenda.

363. Annual Health and Safety Report

363.1. The CEO gave an annual health and safety report for 2024/25, confirming that all staff were operating within the H&S policy, and that risk assessments had recently been updated and published to staff internally.

363.2. He added that over the course of the year, Danvm staff had attended specific training sessions related to the safe use of tools, equipment and health and safety.

363.3. One accident had been recorded in the accident book.

363.4. It was confirmed that the Health and Safety Management Plan had been reviewed in management meetings, and that a cross-sectional meeting with staff from across the organisation had taken place.

363.5. It was PROPOSED by Cllr Nevett and SECONDED by Cllr Jordan and UNANIMOUSLY RESOLVED that the Board note and accept the annual Health and Safety Report.

364. Professional Appointments to the Board

364.1. The CEO presented the professional appointments to the Board, and advised that annually, it was good practice for the Board to review and consider these appointments.

364.2. It was PROPOSED by M Duckitt and SECONDED by Cllr Jordan and UNANIMOUSLY RESOLVED that the Board appoint; Wilkin Chapman Rollits LLP (Solicitors), Hunter Gee Holroyd Ltd (Accountants), Mason Clark Associates Ltd (Consulting Engineers), Mr Simon Jepps BSc MSc and c/o of Thomas Mackay Ltd (Hydrologist), Mr Ralph Ward FRICS and c/o of Frank Hill & Son (Valuer and Surveyor) and Cutler IT Ltd (IT Support), as professional service providers to the Board.

364.3. The CEO notified Members that Officers had recently received notification from the Board's current auditor, that they would soon be retiring, and it was therefore necessary to appoint a replacement.

364.4. It was PROPOSED by Cllr Jordan and SECONDED by Mr T Grady and UNANIMOUSLY RESOLVED that the Board delegate authority to the JCC to appoint an internal auditor for 2025/26.

365. Annual Risk Register Review

365.1. The CEO referred to the draft risk register for 2025/26, which considered risks against the previous year, which may have a direct or indirect impact on the business of the Board.

365.2. He advised that this year, the risk register referenced a business continuity plan that sets out immediate actions to be taken in the case of certain circumstances.

365.3. The CEO explained that the business continuity plan, which had always been in place, had now been set out in writing alongside the risk register, to provide information to Members.

365.4. The Chair highlighted that it was not specified how the Chair and other Board Members would be informed if the continuity plan had to be invoked. The CEO responded that the original version did include this text and appeared to have been omitted in error. **Action CEO.**

365.5. Cllr Jordan highlighted that it had been agreed at the last Policy and Finance Committee meeting that future meetings of the Committee would be held at the Board's offices in Newport.

365.6. The Chair confirmed that that was the case, and that members wishing to join the Committee should be aware of this for future meetings.

365.7. In relation to risks associated with unlawful developments or breaches of the Board's bylaws, it was noted by the CEO that proposed changes to national planning policy aimed at expediting the planning consultation process had resulted in a higher score than previously.

365.8. A proposed process would require local authorities to only consult with statutory consultees, which do not include internal drainage boards. It was highlighted that the Board currently have positive relationships with the respective local authority planning departments.

365.9. It was PROPOSED by Mr S Lomas and SECONDED by Cllr M Jordan and UNANIMOUSLY RESOLVED that the Board approve the revised risk register for 2025 and the business continuity plan with the amendment to include informing chairs.

366. Accounting Statements and Annual Return

366.1. The DPF gave an overview of the Annual Return and Accounting Statements, which had been prepared by the Board's accountants, Hunter Gee Holroyd Ltd.

366.2. Cllr Nevett queried if the Board's reserves position required amendment due to the significant grant funding received this year. The CEO advised that most of the grant funding would offset the Board's expenditure against capital schemes and was represented as such in the accounts.

366.3. He added that the Board's reserves policy position was to hold the equivalent of 75% operational costs, to ensure sufficient funds for cash flow, extreme events, and pump failures.

366.4. The Chair requested that Members indicate their approval or disagreement with each of the Annual Governance Statements in Section 1 of the Annual Return Form.

366.5. Members considered and agreed the eight annual governance statements.

366.6. The Chair requested assurance from the DPF that the accounts presented were correct. The DPF advised that based on the information provided from the Board's Accountant, these were correct to the best of her knowledge.

366.7. It was PROPOSED by Cllr Jordan and SECONDED by Mr W Platt and UNANIMOUSLY RESOLVED that the Board approve the Annual Governance Statements for 2024/25.

366.8. Cllr K Osborne left the meeting.

366.9. It was PROPOSED by Cllr Jordan and SECONDED by Mr S Lomas and UNANIMOUSLY RESOLVED that the Board approve the Accounting Statements for 2024/25.

366.10. Cllr K Osborne rejoined the meeting.

367. Budget Refresh

367.1. The CEO reported that the larger than anticipated surplus from 2024/25, totalling £994,084, increased the Board's reserves from £1,341,137 (2023/24) to £2,335,221 (2024/25), enabling the Board to fulfil its reserves policy target of 75% operating budget in 2025/26.

367.2. Funds had also been set aside for the proposed capital schemes over the next 2-3 years.

367.3. Furthermore, over £2m had been received this financial year for schemes to be delivered along with Coal Authority investigative works.

367.4. The CEO presented a revised budget which had been increased by £137k from £3,122,630 to £3,259,630. He explained that he had applied caution with the previous budget, due to the uncertainty of the final outturn position.

367.5. The revised budget proposed an additional £45k for pumping station repairs, such as roofing, railings, windows etc., an additional £60k for operational staff, reflecting additional rechargeable work, a £20k increase to operational premises (Kirtk Bramwith scheme), and a £10k increase to manual equipment.

367.6. It was PROPOSED by Mr R Robinson and SECONDED by Cllr M Jordan and UNANIMOUSLY RESOLVED that the Board approve the refreshed budget for 2025/26.

368. Invoices Paid and Accounts Settled

368.1. Members reviewed the schedule of invoices paid and accounts settled for Quarter 4, 2024/25.

368.2. Mr Duckitt queried the Board's fuel costs. The DO confirmed that the market was tested annually, however if the Board were to change supplier at this present time, the savings would be minimal.

368.3. It was PROPOSED by Cllr Jordan and SECONDED by Mrs G Ivey and UNANIMOUSLY RESOLVED that the Board notes and approves the record of Invoices Paid and Accounts Settled to the value of £1,179,907.27 (net).

369. Internal Audit

369.1. The DPF referred to the internal auditor's third interim and fourth (final) reports, the latter of which had been received after circulation of the papers and confirmed that there were no matters of concern.

369.2. The Chair requested a letter be sent, thanking the internal auditor for her services to the Consortium.

370. Public Sector Agreements

370.1. The DO explained that Taining Drain was a three-part scheme, the first part being completed by the Board's operational staff. Doncaster Council had assisted in installing temporary pump pads, and the DO commented that without this support, the scheme would not have been successful and expressed his thanks to Mr Richard Campbell and his team for this work.

370.2. The middle section was to be maintained by the Environment Agency [EA] however the DO had been negotiating regarding this along with several other matters and there was a verbal agreement that the Board should carry out these maintenance works to connect the schemes and improve conveyance.

370.3. The DO noted that there was approximately 2.5ft of silt, and that the culvert was submerged.

370.4. The original plan was to daylight the culvert, however investigations showed that this would not have been possible for several reasons.

370.5. He added that the Board had worked closely with the EA from Topham Ferry to Lake Drain pumping station.

370.6. He advised that the EA were also investigating other aspects of work for the Board to complete at Ea beck; however, this was still to be confirmed.

370.7. The CEO informed Members of difficulties faced in receiving the necessary permits to work within 8m of a main river which were taking up to 21 weeks to be received, adding that the Board have a significant number of assets within 8m distance from main river.

370.8. Mr T Grady requested that the CEO record and report all such incidents and continue with lobbying alongside ADA for a reform of the EA's policies.

371. Development Control & Planning

371.1. The DO notified Members that the drainage principles had been agreed in relation to Fenwick solar farm and that there were no concerns at this stage.

371.2. Discussions were ongoing with the developer regarding access requirements to watercourses and a Development Consent Order protective provisions would mirror those agreed by the Board's solicitor for equivalent development in the Ouse and Humber area (developer to meet legal costs).

371.3. Drainage principles had also been agreed for Thorpe Marsh battery storage development, the former power station. The developers had returned to Officers with an updated drainage design and were looking to insert attenuation and filtration before it reached the IDB network. There were no objections at this stage.

371.4. A landowner in Fosterhouses had contacted Officers regarding a field crossing which was causing obstruction to a Board-maintained watercourse. The riparian culvert was failing so they were requesting advice from the IDB.

372. Capital Programme

372.1. The CEO presented the capital programme and explained that there was an additional item proposed – the Capital Maintenance Programme, at a cost of £301k.

372.2. Monies over and above the reserves position were to be allocated to the Capital Maintenance Programme in years 1, 2 & 3 to perform proactive maintenance on pumping stations.

372.3. It was PROPOSED by Mrs G Ivey and SECONDED by Mr W Platt and UNANIMOUSLY RESOLVED that the Board approve the Capital Programme.

372.4. Cllr Nevett left the meeting.

372.5. The Chair requested an extra column is placed into the chart to show the progress of the capital programme. **Action CEO**

372.6. The DO referred to Hensall culvert and advised that the installation of a pump station was being designed.

372.7. Mr Welburn, expressing an interest in this item, explained that the water did not drain from the Ings quickly and questioned why, when there was clear mining subsidence of at least six feet, that this was not the responsibility of The Mining Remediation Authority,

372.8. Mr Welburn advised that when this area floods and reaches Beal because of overtopping, the water can take weeks to clear.

373. Maintenance

373.1. The DO reported that, in addition to the projects completed with tranche funding, the operational team had cleared a large section of Bulling Dyke at Wombwell, which had involved significant tree works and removal of fly tipping.

373.2. The DO confirmed that operational staff had worked with Yorkshire Water in relation to gaining access through the Kirk Bramwith compound. This work had improved the conveyance significantly in this area, reducing immediate flood risk.

373.3. Piling and remediation works had been completed at Longwood Pump station, west of Sykehouse.

373.4. Cllr K Osborne queried when the works with Yorkshire Water commenced, as he wished to communicate this to residents and keep them informed of works conducted by the Board in their areas. The DO confirmed this had been completed in February.

374. Election Programme

374.1. The CEO confirmed that the current term of office for the Board's elected members was due to expire later in the year and that an election would be held in accordance with the Land Drainage (Election of Drainage Boards) Regulations 1938, to elect twelve members to serve on the Board for the next 3-year term.

374.2. Cllr Jordan asked who was to pay for the election poll, if required, to which the DPF responded that this would be at cost to the Board.

374.3. The Chair queried who can be nominated, to which the DPF advised this can be a person nominated by a landowner.

374.4. The Chair asked if Members were automatically re-elected to the Board if they did not provide a nomination paper, to which the DPF confirmed that the this was not possible, and that a fully completed nomination form must be received within the stipulated timeframe.

374.5. A copy of the Electoral Register for the Danvm Drainage District, as per 1st April 2025, was provided to Members for inspection.

374.6. The DPF confirmed that the register was advertised on 1st April 2025 and that no claims for amendments were received.

374.7. It was PROPOSED by Mr S Lomas and SECONDED by Mr R Robinson and UNANIMOUSLY RESOLVED that the Board approve the Electoral Register (1st April 2025).

375. Policies

375.1. Policies for review and approval had been provided via email.

375.2. It was PROPOSED by Mrs G Ivey and SECONDED by Mr M Duckitt and UNANIMOUSLY RESOLVED that the Board reviewed and approves the policies.

376. Consortium Committee

376.1. The Chair provided apologies for the Joint Consortium Committee meeting, to be held later in the year and requested that a member attend to represent the Board on her behalf.

376.2. Cllr Jordan confirmed his availability to attend.

377. Staff Matters

377.1. The CEO explained that there had been a small restructuring of staff and gave an overview of their roles within the consortium.

377.2. The Board's Operational Manager had taken the position of Infrastructure Manager to deliver the Capital Maintenance Programme across the Consortium, allowing for more appropriate management of the MEICA team.

377.3. The senior operator from Ouse & Humber was to move into the Operational Manger position at Danvm. The CEO expressed his confidence in this member of staff's ability to perform well in this role due to his valuable experience.

377.4. A recent resignation received from a member of the operational team at Danvm meant that there was a vacancy for an additional member of staff. Recent interviews for Vale of Pickering allowed Officers to employ a suitable operator for this role from those interviews.

378. Date of Next Meeting (s)

378.1. The Chair recommended that Members, if possible, attend the Driffield Show.

378.2. The Chair thanked all for attending and closed the meeting.