



Ouse & Humber Drainage Board

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MONDAY 3RD NOVEMBER 2025 AT 24 INNOVATION DRIVE, HU15 2FW.

PRESENT

Elected

Mr T Featherby Mr R Henley Mr J Hick Mr J Wright Mr R Nicholls

Appointed

Cllr V Aitken Mr G Baxter Cllr L Bayram
Cllr N Wilkinson Cllr H Roberts Mr J Traill Mrs K West Cllr P West

APOLOGIES

Elected

Mr C Mowforth Mr B Maclean

Appointed

Cllr R Meredith

Absent

Mr B Blackledge Cllr N Marwood Mr J Scutt

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

Observers

Mr J Sweeting

Andrew McLachlan
Chief Executive Officer and Clerk to the Board
24 Innovation Drive
Newport
East Riding of Yorkshire
HU15 2FW

01430 430237
info@yorkshirehumberdrainage.gov.uk
yorkshirehumberdrainage.gov.uk
[@idbyorkshire](https://twitter.com/idbyorkshire)

643. Welcome, Introductions and Apologies

643.1. The CEO welcomed Members and Officers to the Board noting apologies from Mr C Mowforth, Cllr R Meredith & Mr B Maclean.

644. Order of the Meeting

644.1. With Members' consent, the CEO chaired the meeting until the election of the Chairman.

645. Declarations of Interest

645.1. Cllr H Roberts declared a professional interest relating to the provision of ecological services to the Consortium.

646. Additional Agenda Items

646.1. None raised.

647. Election Results

647.1. The following candidates were duly elected as Members of the Ouse and Humber Drainage Board:

Mr T Featherby	Mr R Henley	Mr J Hick	Mr B Maclean
Mr C Mowforth	Mr R Nicholls	Mr J Scutt	Mr J Wright

647.2. The CEO advised that two former members had been unable to submit papers on time but wished to continue serving.

647.3. It was PROPOSED by Mr J Wright and SECONDED by Cllr Aitken and UNANIMOUSLY AGREED to co-opt Mr T Screeton to the Board.

647.4. It was PROPOSED by Cllr Aitken and SECONDED by Mr J Wright and UNANIMOUSLY AGREED to co-opt Mr James Sweeting to the Board.

648. Appointment of Chairman

648.1. It was PROPOSED by Cllr Aitken and SECONDED by Cllr N Wilkinson and UNANIMOUSLY AGREED that the Board appoint Mrs K West as Chairman.

648.2. No further nominations were received.

648.3. Mrs West expressed her thanks to Officers and Members for their ongoing support.

649. Appointment of Vice-Chairman

649.1. It was PROPOSED by Mr R Henley and SECONDED by Mr J Wright and UNANIMOUSLY AGREED that the Board appoint Mr T Featherby as Vice-Chairman.

650. Appointment of Executive Committee

650.1. The CEO drew attention to the policy of the Standing Committee.

650.2. It was PROPOSED by Cllr L Bayram and SECONDED by Mr J Traill and UNANIMOUSLY AGREED that Mrs K West, Mr T Featherby, Cllr Wilkinson, Cllr Aitken, Cllr Roberts, Mr G Baxter, Mr J Wright, be appointed to the Executive Committee.

651. Appointment of Joint Consortium Committee Representatives

651.1. It was PROPOSED by Mr J Wright and SECONDED by Cllr N Wilkinson and UNANIMOUSLY AGREED that Mrs K West, Mr T Featherby, Cllr Aitken & Cllr H Roberts be appointed to the Joint Consortium Committee.

652. Health & Safety

652.1. The DO reported no new matters.

653. Natural Environment

653.1. The DO reported continued support from the Board's ecologist with biodiversity negotiations and joint work with Mr Traill regarding the back Delfin to improve conveyance.

654. Minutes of the previous Full Board Meeting

654.1. The Chair drew attention to the minutes from the previous meeting held on 9th June 2025.

654.2. It was PROPOSED by Mr G Baxter and SECONDED by Cllr H Roberts and UNANIMOUSLY AGREED that the Board adopt these minutes as a true record of the previous meeting.

655. Minutes of the Executive Committee Meetings

655.1. Minutes from the Executive Committee meetings held on 28th July 2025 and 13th October 2025 were noted by the Board.

656. Minutes of the Extraordinary Joint Consortium Committee

656.1. Minutes of the extraordinary JCC meeting held on 30th July 2025 were noted by the Board.

656.2. The CEO explained that an auditor appointment decision, made under delegated authority, would be ratified later in the meeting.

657. Matters Arising

657.1. None raised.

658. Financial Position

658.1. The CEO drew attention to the financial charts for the first two quarters of 2025/26.

658.2. The DPF advised that at the previous board meeting a refreshed budget was approved and that income performance for the year remains broadly in line with expectations noting differences due to profiling.

- 658.3. Public Sector Co-operation Agreement (PSCA) income exceeded forecasts, with an additional £70k received from the Environment Agency.
- 658.4. Referring to shared services, the DPF reported that some deficit was due capital recharges and admin fees not yet billed, with some spend above profile related to additional PSCA work.
- 658.5. Mr J Traill queried how quickly it is anticipated the EA will submit funds for works undertaken by the Board to which the DO advised invoices are sent quarterly so may have already been received.
- 658.6. Administrative staffing expenditure was reported slightly over budget, while technical staffing costs were lower due to a staff members moving departments.
- 658.7. Additional unplanned expenditure was required to upgrade IT systems to meet Windows 11 compliance and associated licensing requirements. Some insurance costs were higher than anticipated, and further spending was required for repair and maintenance to the operational premises.
- 658.8. The CEO commented that overall, the Board is showing a variance of –1.7% against the planned budget. He did however note, that had last year’s Defra funding and additional PSCA work not been undertaken, the situation would be more challenging.
- 658.9. ADA’s request to Ofgem for Internal Drainage Boards to be exempt from increased standing charges was declined, and the CEO is scheduled to meet with the Secretary of State in early 2026 when he intends to raise these matters.
- 658.10. From April 2026, Defra will introduce a new catchment-based FDGiA appraisal model, replacing the current receptor-based approach. This may have implications for how funding is allocated for future flood risk management schemes.

659. Rates

Rates Collection

- 659.1. At the time of writing, 94% of the drainage rates income had been received, with £52,442 outstanding. Approximately £14,496 was owed by ratepayers who had entered into late payment agreements and £33,568 was owed by ratepayers who had failed to pay. Around 15k was owed by one ratepayer. Summons’ were to be sent to thirty-three ratepayers, with £100 costs added to each account and a court hearing scheduled for 17th December.
- 659.2. There were twenty-two accounts on hold due to pending or recent changes, totalling approximately £5,491.

Enforcement Proceedings

- 659.3. The Board had initiated enhanced legal proceedings against a persistent non-payer in a case involving unpaid drainage rates. A full application would be made for the Board’s costs, including legal fees.
- 659.4. The DPF will report to the Board regarding the outcome, at a future meeting.

660. External Audit

- 660.1. The DPF confirmed the Annual Return document (AGAR) was returned on 5th September and duly published on the Board's website before the 30th of September. The auditor's report concluded that there were "no matters giving cause for concern that relevant legislation and regulatory requirements have not been met."
- 660.2. The Annual return next year includes an additional assertion which is regarding digital and data compliance.
- 660.3. The CEO reported that an IT policy will be introduced for approval by the Board, along with a redesign of the current website.
- 660.4. Cllr Wilkinson queried how the IT system is protected to which the CEO explained the Consortium is a Cyber Essentials accredited organisation, has relevant insurance, has management of the IT by a professional IT company and undertakes Cyber Security training each year for staff members.

661. Internal Audit

- 661.1. At a previous Board meeting, delegated authority was given to the Joint Consortium Committee to appoint a new internal auditor, subject to ratification by the Full Board.
- 661.2. The Committee subsequently considered a report from the DPF and decided to recommend the appointment of Mr Richard Dixon, T/A Public Sector Audit; a former senior auditor for ERYC/Holderness Borough Council and who currently audits several town and parish councils in the area.
- 661.3. The Board discussed the necessity of these internal audits, which supports public confidence and promotes good governance.
- 661.4. It was PROPOSED by Cllr H Roberts and SECONDED by Mr J Sweeting and UNANIMOUSLY AGREED that the Board ratify the appointment of Mr Richard Dixon T/A Public Sector Audit, as the Board's new Internal Auditor.
- 661.5. The Board considered:
- the independence of the internal auditor during the year under review.
 - agree the internal audit programme of work, having regard to the authority's identified risks, during the year under review.
 - be satisfied regarding the competence of the internal auditor and that there is a signed letter of engagement in place.
- 661.6. It was PROPOSED by Cllr H Roberts and SECONDED by Cllr N Wilkinson and UNANIMOUSLY AGREED that the Board considers the independence of the internal auditor, agrees the internal audit programme of work, having regard to the authority's identified risks and satisfies itself regarding the competence of the internal auditor, confirming there is a signed letter of engagement in place.

662. Invoices Paid and Accounts Settled

- 662.1. The Chair drew attention to the schedule of invoices paid from April to September 2026 and invited questions from the Board.
- 662.2. Mr Wright queried a £25k payment to LDK solutions to which was clarified as externally funded tree works along the Foulness which has since been recharged.
- 662.3. The DPF highlighted the precept payments, made twice per annum.
- 662.4. It was PROPOSED by Cllr L Bayram and SECONDED by Cllr H Roberts and UNANIMOUSLY AGREED that the Board notes and approves the record of Invoices Paid and Accounts Settled to the value of £2,825,370.51 (net).

663. Public Sector Agreements

- 663.1. The DO reported that the EA are becoming increasingly reliant upon IDBs completing elements of their annual maintenance and smaller projects.
- 663.2. The Board continues to undertake annual maintenance and project work for the EA, totalling over £300k for the Board alone and £136k for the Consortium. The DO advised that invoices are received quarterly, therefore expenditure charts may depict higher budget spend at times.
- 663.3. The Board have developed a positive working relationship with the EA and other IDBs are being requested to follow our working practices. A new 3-year agreement is expected for PSCA works.
- 663.4. Concerns were raised about maintenance of the lock structure, especially the last 400m; the DO explained remedial work had been requested for completion this year, however this had been rejected due to the EA investigating an alternative scheme for the outfall.
- 663.5. The CEO explained that the preferred option would be to install a sluice structure and divert the canal.
- 663.6. Further updates in relation to this are expected in the coming weeks.

664. Development Control & Planning

Notable Developments

- 664.1. Regarding How-G, the CEO confirmed that the Board will adopt the pumping station and flood storage area with associated pipework. The council remains heavily involved due to the requirement to meet the 5-year housing plan, along with the bypass.
- 664.2. The Board are expected to receive a commuted sum for maintenance works over one-hundred years.
- 664.3. Communications continue with developers regarding the East Riding Solar Farm, North Humber to High Marnham pylon route and SEGL2 cable route.

Ongoing Planning and Enforcement Matters

664.4. The DO confirmed that a meeting had been held with the owner of the mushroom factory in Holme on Spalding Moor. The watercourse has now been cleared, and access for next year's maintenance has been agreed.

665. New Public Procurement Legislation

665.1. Following the implementation of The Procurement Act 2023 this year, the CEO outlined the implications including, new transparency duties mandatory notice publication, revised financial thresholds and the need for updated local procurement procedures and financial regulations.

665.2. He confirmed that he is currently leading an ADA working group, involving other Boards nationally, to develop a best-practice response to these changes.

665.3. The CEO requested Board approval to follow the draft procurement procedure and in line with current best practice and, if necessary, obtain professional advice to ensure legal compliance until the new process is fully adopted.

665.4. He recommended that due to the complexity of this procedure and the length of time to examine, delegated authority be given to the Executive Committee to review and adopt the new procedure which includes changes to the financial regulations.

665.5. Mr J Sweeting queried the financial spend limits of each Director to which the CEO explained that the payment process is staged and must meet formal approvals of those who are authorised.

665.6. Cllr H Roberts requested examples to be provided to the Executive Committee.

665.7. It was PROPOSED by Cllr N Wilkinson and SECONDED by Cllr H Roberts and UNANIMOUSLY AGREED that the Board authorise the CEO to follow a draft process and current best practice to ensure compliance with the 2023 Public Procurement Regulations on an interim basis and that they give delegated authority to the Executive Committee to approve the necessary changes to the Financial Regulations.

666. Capital Programme

Ref	Scheme Name	Previously Approved Value	Requested Approved Value	Funding Status
OH005	Humber Head Levels Capital Maintenance Strategy	£146k	No Change	Defra funded. Consortium level study. East Yorkshire element complete. South and North Yorkshire Element underway.
OH034	Wressle Pumping Station and Bubwith Works	£368k	No Change	Defra funded under IDBs Asset Recovery and Replacement Fund, approved by Executive Committee under delegated Authority

OH035	Depot Improvements (Various Contracts)	£116k	£78k	Approved in Budget - Various contracts and separate elements including Land Purchase, Enclosure Works (Workshop B), Masonry Works, all approved under FSoD. Approval sought for main trailer garage building.
TBC	Capital Maintenance Programme	£809,885	£0	Funded from reserves over year 1 (2026_27) ,2, 3 and 4

- 666.1. Referring to Wressle Pump Station, built by a local farmer and supported by a consortium of farmers, the DO confirmed that a request had been made by its owner to for the Board to adopt the Station.
- 666.2. Defra funding has recently been received to bring the station up to a safe and minimum operational standard.
- 666.3. An agreement with the landowner is with solicitors, application are with the electricity network company for a new supply and work is expected to commence in February.
- 666.4. There is small amount of works required on the SSSI, consent has been requested from Natural England.
- 666.5. The second part of scheme is at Bubwith, where over the last decade, the river has flowed over the low section of the bank and flowed back into Bubwith. Defra funding has been received for a stone track and an extension to a culvert to install a temporary pump pad. Phase two of this scheme may be funded by the EA, to raise the footpath and add defence to Bubwith village.
- 666.6. The DO confirmed the Board will install the ducting and £22k is quoted for energy installation.
- 666.7. It was PROPOSED by Cllr N Wilkinson and SECONDED by Mr R Henley and UNANIMOUSLY AGREED that the Board Approve the Capital Programme.
- 667. Maintenance Update**
- 667.1. The DO reported a significant failure at Skelfleet pumping station. The existing pump, which had been inundated during the tidal surge, has been removed.
- 667.2. On inspection, the impeller was discovered to be severely worn with multiple perforations, and evidence of an internal fire.
- 667.3. The DO advised that a full rebuild, like the recent works at Crabley, will be necessary, as a modern replacement pump will not fit. It is estimated to cost approximately £30k and is expected to take 10–12 weeks.
- 667.4. In response to a query from Cllr Wilkinson regarding the cost-effectiveness of purchasing a new pump, the DO confirmed that this option would be considerably more expensive and would not offer operational advantages in this case.

- 667.5. The DO also outlined ongoing maintenance and improvement works across the district. Regrading has been carried out on Dewsbury Drain between Holme Main and Holme-on-Spalding-Moor, and on Near Drain adjacent to the pump station.
- 667.6. Further works have taken place on Birk Lane Drain in Bubwith, and piling has been installed along Seller Dike near Foggathorpe. Additional regrading has been completed on sections of Bellasize Drain, while remedial works continue along on the upper Foulness where bank failures have caused water to spill into low-level drains.
- 667.7. Funding from Defra has supported upgrade works at Knedlington and Seavy Carr pumping stations, with Seavy now nearing completion following installation of new control panels.
- 667.8. Some delays have been experienced at Knedlington due to difficulties in obtaining an electrical isolation from Northern Powergrid (NPG). The DO confirmed that these concerns had been raised directly with NPG's regional director, particularly in relation to expediency.

668. Plant Purchase

- 668.1. Following a procurement exercise, the DO gave a presentation on a replacement flail for the 2026/27 season.
- 668.2. It was PROPOSED by Cllr N Wilkinson and SECONDED by Mr J Sweeting and UNANIMOUSLY AGREED that the Board give authority to the CEO to place an order for a John Deere tractor with Herder Flail Unit at £254,000 including PX / Sale.

669. Petition – Fleet Dyke Consortium

- 669.1. The CEO notified Members that he had received a petition during the summer on behalf of the Fleet Dyke Consortium, stating that the owner had incurred additional expenses totalling £13,343 primarily due to rising electricity prices and recent wet winters, and requested that the Board consider making a one-off contribution towards these costs.
- 669.2. The CEO confirmed that any payment would be in addition to the Board's existing annual contribution of £3,000 towards the running costs.
- 669.3. The Board considered the petition and whilst being sympathetic to the request, UNANIMOUSLY AGREED not to approve any further monetary contribution beyond the previously agreed amount due to the intention for the Board to take ownership of the station including future liabilities.

670. Dates of Next Meetings

- The ADA Northern AGM scheduled for Friday 21st November.
- ADA National Conference 25th November 2025
- The Joint Consortium Committee Meeting scheduled for Thursday 27th November.
- The next Executive Committee Meeting scheduled for Monday 19th January 2026.
- Full Board Meeting – 9th February 2026, 9.30am, Board's Offices.