

MINUTES of an EXTRAORDINARY GENERAL MEETING of the Board held on Tuesday 20th June 2023 at 7pm at the Old Nene Golf and Country Club, Muchwood Lane, Ramsey, Huntingdon, Cambs PE26 2XQ.

PRESENT: Mr P H Wagstaffe (Chairman) (PW), Mr D R Abblitt (Vice Chairman)(DA), Councillor Roger Brereton(RB), Councillor Eric Butler (EB), Mr D R Smith (DS), Mr L R Smith (LS), and the Clerk.

APOLOGIES were received from Mr K W Abblitt, Councillor Steve Corney, Mr R Waters and the District Officer.

EGM 23.2.1

STATEMENT OF ACCOUNTS, LIST OF CHEQUES and AGAR for the Year ending 31st March 2023.

The Clerk said he had balanced the Income and Expenditure Account and had produced the figures and information for the AGAR but was still trying to reconcile the Balance Sheet. The Board authorised the signing of the Statement of Accounts and the AGAR by the Clerk and the Chairman on the understanding that copies of the Accounts and AGAR shall be sent to the Board Members before conclusion of the internal audit to give them a chance to raise queries. This was so that the AGAR could be published on the Board's Website with the Notice of Exercise of Public Rights before the expiry of the statutory time limit on the 30th June 2023.

The List of Cheques having been finally completed and circulated was formally approved unanimously.

EGM 23.2.2

UPDATE ON MAINTENANCE and DRAINAGE WORKS.

David Bantoft of the Middle Level Commissioners had confirmed that the work on the Stocking Fen Pump to replace the thrust bearing and to repair the slacker would take place in July.

The flailing and drain clearing in Stocking Fen District will take place as soon as the present growing crops were harvested and off the fields.

EGM 23.2.3

FINANCIAL UPDATE and BYELAW CONSENT for the OUTFALL at the rear of 80A Newtown Road, Ramsey, Cambs to ROSE HOMES E A LTD.

The Precept for the year ending 31st March 2024 levied upon the Huntingdonshire District Council has now been paid.

The Byelaw Consent to Rose Homes E A Ltd has now had the due date for payment of the Development Contribution of £23,000 entered into it as the 30th June 2023 and so can be signed by the Chairman and Clerk. It was proposed that the Byelaw Consent be signed by EB and seconded by RB and with all members present voting in favour the motion was carried.

EGM 23.2.4

REVIEW OF POLICIES. PROCEDURES and STATEMENTS.

The following were reviewed with comments as follows:

- (1) Statement of Internal Control; the Statement is still applicable but reference to District Auditor should be changed in view of the new audit regime in place since 2016 and the paragraph 3 needs amending to add the authorised financial Officers of the Middle Level Commissioners to those officers responsible in the internal control environment.
- (2) Financial Regulations last reviewed on 28th June 2022 when new paragraphs 6(d) and (e) were

added to include the authorised financial officers of MLC amongst the officers entitled to sign cheques and make payments and to conduct online banking. No further amendments are needed at this time.

- (3) Complaints Procedure: needs no alteration.
- (4) Policy Statement on Flood Protection and Water Level Management; needs no alteration at this time but will in the near future when further strategies are discussed locally and nationally for flood risk management and the type of operations to be conducted in future.
- (5) Health and Safety Policy; the annual audit takes place and recommendations made by the Consultant are followed and implemented. No changes to the policy are necessary.
- (6) Risk Management Policy:
Financially, whilst all actions to recover debts due to the Board including VAT recovery, Highland Water Contributions, Rate recovery are or have been effected and debts have been or are being recovered there are still several years of outstanding rates due and unpaid. The Clerk was asked to prioritise the rate recovery within the next 3 months.
There is a new land drainage contractor, and the clerk was asked to check that he had all relevant plans and instructions regarding overhead and other hazards since there are some overhead power cables in parts of Lodes End District.
There was no need to make alterations to the policy.
- (7) Integrated Risk management Policy: see comments above. No need for alteration.
- (8) Standing Orders: sufficient and no amendment necessary.
- (9) Code of Conduct; Sufficient and no amendment necessary.
- (10) Biosecurity Policy: Still sufficient and no amendment necessary. Look for a course for District Officer and Clerk and others interested.
- (11) Covid 19 Business Continuity Plan: no need to amend.

It was felt that there should be some training on policies and the Clerk was asked to arrange a meeting for this. The Clerk will obtain 10 further copies of the ADA Good Practice Guide in particular for the new Commissioners for use in the training and to provide a good source of reference on the risk management of drainage.

EGM 23.2.5. There being no other business the Meeting ended at 8.30 pm.