

**LOWER MEDWAY INTERNAL DRAINAGE BOARD**



**MINUTES OF THE MEETING** of the **BOARD**  
held at **The Boards Offices, 13 Conqueror Court, Sittingbourne**  
on **Monday 10 June 2024 at 1pm**

**Members of the Board Present**

Chairman: S Mair  
Cllr H Browne  
Cllr D Carnell  
Cllr S Curry (remotely)  
Cllr G Etheridge (remotely)  
R Hall  
J Hinge  
T Malpas (most of the meeting)  
Cllr P Marchington  
Cllr R Palmer  
Cllr T Thompson  
Cllr D Wooster (part of the meeting)

**In attendance**

P Haselhurst – Clerk  
C Longden – Finance Officer  
L Rowland – Office Manager  
W Smith – Works Manager  
A Solomon – Sustainable Development Officer

E Stickings

P Cox – Environment Agency  
M Gilbert – Environment Agency

**1. WELCOME AND INTRODUCTIONS**

The Chairman welcomed Members, E Stickings and the EA representatives to the meeting.

**2. APOLOGIES FOR ABSENCE**

Apologies were received from D Davis, G Fulton, J Mair, B Stone and T Winckless.

### **3. ITEMS OF INTEREST DECLARATION**

The Chairman confirmed the catering for today's meetings had been supplied by his wife's company, Sarah Serves.

The Clerk declared an interest on behalf of T Malpas as the Luddenham sluice that will be discussed later in the agenda (under item 21) is on GH Dean Land and confirmed T Malpas will be joining the meeting slightly late today.

### **4. MINUTES**

**RECEIVED (Appendix 1)** the Minutes of the Meeting of the Board held on 27 November 2023.

These minutes were circulated to Members via email on 15 December 2023 with a request for any amendments to be advised by 26 January 2024. They were then added to the website.

It was **AGREED** that the Minutes of 27 November 2023 were correctly recorded and should be considered officially approved.

### **5. ACTION LIST & MATTERS ARISING FROM PREVIOUS MINUTES**

**RECEIVED (Appendix 2)** a copy of the Action List of the Board held on 27 November 2023.

The outstanding items on the action list were updated as follows:

**Culverts Leading to Windmill Creek** – meeting to be arranged, still outstanding.

**Hybrid Meetings Guidance** – The Clerk confirmed this hasn't been a priority and it was still on the list.

**New Board Member** – James Attwood to be invited to Board meeting. Unfortunately, James does not have time to support us at this time, so this action can be removed.

### **6. CLERKS REPORT**

The Clerk also welcomed E Stickings to the meeting and said her report will be given throughout the agenda.

### **7. ELECTIONS 2024**

The Clerk confirmed that every 3 years under the Land Drainage Act we are obliged to have an elections process for our landowner representatives. She confirmed we still need to go through this process, even though we are going through amalgamation.

**RECEIVED (Appendix 3)** Elections of Members Policy.

The Clerk asked if any Members had any questions regarding the new Elections of Members Policy being submitted for approval.

On a proposition by S Mair by D Carnell, it was **AGREED** to approve the Elections of Members Policy.

All Members were in favour.

**RECEIVED (Appendix 3a)** 2024 Elections Timetable.

The Clerk confirmed the Elections Timetable is just for information and is set by legislation.

The Clerk explained that we need to approve the Register of Electors, which is a list of the current ratepayers and she displayed an edited version (without personal information) of the Register of Electors on screen.

On a proposition by S Mair seconded by J Hinge, it was **AGREED** to approve the Register of Electors.

All Members were in favour.

D Wooster joined the meeting.

The Clerk confirmed that we are joined by E Stickings today, who joined the last Board meeting as an observer and she is a potential new landowner representative for the Swale district. She confirmed she had received Elizabeth's nomination form and would like the Board to consider her as a new Member to the Board.

The Chairman thanked E Stickings for joining the meeting and asked her to give the Board some details of her background.

E Stickings confirmed that her family own a cattle farm on the Isle of Sheppey and she supports her dad with farming, grant applications and administration etc. She explained that she also works for Kent Country Council in the Attendance Inclusion Team supporting young people in schools.

On a proposition by P Marchington by H Browne, it was **AGREED** for E Stickings to join the Board as a new Member.

All Members were in favour.

## **8. HEALTH AND SAFETY UPDATE**

The Clerk confirmed there were no near misses since the last Board meeting. She confirmed that the Works Manager has been doing a lot of work recently as part of our annual review of our health and safety systems which includes looking at our policies, risk assessment and method statements and updating them accordingly to ensure they are up to date with the latest HSE guidance etc.

T Malpas joined the meeting.

## 9. ENVIRONMENT AGENCY UPDATE

**RECEIVED (Appendix 4)** a copy of the EA LMIDB Annual Precept Report for 2023-2024.

The Chairman welcomed P Cox and M Gilbert to the meeting.

The Clerk shared the Annual Precept Report on screen and handed over to P Cox to discuss the report.

P Cox confirmed that she has now moved on to a new role in the EA and this was likely to be the last Board meeting that she will attend, and M Gilbert is her successor and will attend Board meetings in the future.

P Cox confirmed the £335,000 agreed 2023-24 precept was spent as below:

- £55,000 – PSCA works, breakdown as follows:
  - £25,000 – contribution towards the running of Bells Pumping Station.
  - £25,000 – contribution towards hydrological studies looking into the viability of managed realignment sites.
  - £5,000 – pennywort removal at Seasalter.
- £280,000 – EA works, breakdown as follows:
  - £45,000 – Seasalter Pumping Station motor replacement and roof adaptations.
  - £85,000 – contribution towards Swale operations team, labour, plant hire and fuel costs.
  - £150,000 – contribution towards Medway Estuary and Swale Strategy (MEASS) programme wide appraisal work.

P Cox confirmed that the 2024-25 precept has increased to £355,000 which is due to inflation/price increases and spend is proposed as below:

- Proposed EA Spend:
  - £90,000 – contribution towards Swale operations team labour, plant hire and fuel costs.
  - £175,000 contribution towards MEASS programme wide appraisal work (18 separate schemes)
- Proposed IDB PSCA Spend:
  - £30,000 - contribution towards the running of Bells Pumping Station.
  - £30,000 – contribution towards IDB projects.
  - £5,000 – pennywort removal.
  - £25,000 – embankment repair works.

The Chairman thanked Penny and asked Members if they had any questions.

R Hall asked about the Bells Pumping Station increased costs as he was aware of the fall in energy costs.

The Clerk confirmed that this was money we were receiving back from the EA and the energy costs for Bells Pumping Station had increased this year due to usage and while we are on a good deal now, energy costs are going to increase next year when our current contract expires. She confirmed we are negotiating a new contract currently.

The Chairman thanked P Cox and M Gilbert for attending the meeting and wished P Cox all the best for her next role.

P Cox and M Gilbert left the meeting.

## **10. BIODIVERSITY UPDATE (RECORDING 27.12)**

The Clerk thanked the Sustainable Development Officer for taking the lead on biodiversity. She confirmed we have undertaken some detailed ecological surveys across several stretches across the district. She confirmed we have received all of the reports back and we have filtered through those reports and are looking at what can be delivered (i.e. small scale financial contribution, a project in the area, works on the ground like managing invasive species etc). She confirmed that we have a list of target species in our Biodiversity Action Plan and this has been published on our website and can also be sent around to Members.

**Action** – The Clerk to send the Biodiversity Action Plan to Members.

The Clerk confirmed we are also working closely with Kent County Council on the Making Space for Nature Project, and we are looking for opportunities that we can contribute in some way and would be interested to hear from landowners and councillors if they are aware of anything in our district that we can get involved in.

The Clerk gave a summary of the recent work/surveys that have been undertaken, which was as follows:

Water quality sampling sites	56
Invasive treatment sites	5
Bat or bird box installation sites	9
Tree work (planting or cutting) sites	16
Excavator work (pools, bunding, woody debris) sites	34
Alterations to structures (culverts, outfalls, sluices, grilles) sites	27
Other (litter/fencing/spillway)	5

The Clerk asked if any Board Members were aware of anyone that could assist the Board with working at height to help with the bat boxes installation as our workforce are not trained to work at height and if they could contact her outside of the meeting with any information.

The Clerk confirmed we are partnering with the North Kent Catchment Group to help deliver some of the enhancements. She said we would like to be in a position where we can report to the Board in November with a portfolio of projects on how we can fulfil our legislative responsibilities.

## **11. PLANNING AND CONSENTS REPORT**

**RECEIVED (Appendix 5)** the Sustainable Development Officer's Planning and Consenting Report Number 4.

The Sustainable Development Officer confirmed that during this period there have been 8 land drainage consents determined, 75 planning consultations, and 26 enquiries. She confirmed that land drainage consent applications remain largely consistent with previous

periods. At the same time, there was a 27% increase in planning authority consultations and 62% increase in general enquiries, which was potentially due to the relationship strengthening between the IDB, the Local Planning Authorities, and planning consultants.

The Chairman asked for confirmation of the income received for Surface Water Development Contributions (SWDC).

The Sustainable Development Officer confirmed this was £14,231.60.

The Clerk asked the Board what detail they would like to see in the Planning and Consenting Report as she was aware there is a lot of detail included in the report.

D Carnell suggested that anything of concern is highlighted (perhaps a colour coding system or an issues box for example).

## **12. WORKS MANAGER REPORT**

**RECEIVED (Appendix 5)** the Works Supervisor Report Number 177.

The Works Manager thanked the workforce for their hard work and confirmed the following:

- The 2023/24 maintenance season identified a total of 202 tasks to complete within the district. The total end of season figures are: 168 (83%) completed, 8 (4%) ongoing, 26 (13%) not started. Those tasks not started are predominantly de-silting tasks and mechanical weed cutting tasks. These not started tasks were low risk and will be monitored in the upcoming season.
- The 2024/25 maintenance programme has been finalised with 221 tasks to complete. We again encountered some fields not having an access strip left by the landowner. To try and mitigate this for the future, a notice letter has been sent alongside the rates that contains information on the upcoming maintenance programme as well as access requirements.
- Daniel Parfitt began his employment as Land Drainage Operative in March. Daniel has settled into the team very well with all feedback being positive. Daniel has a background in landscape maintenance and has experience using tools that is required to carry out his duties.
- This year we will be undertaking PSCA on Elmley Nature reserve, which is seawall repairs which we have done twice previously.
- We still have the potential to offer our services to landowners if we are working in the area.
- Bells Pump Station - the vibration issue previously reported, has been repaired. Over the winter several faults occurred relating to the conductivity probes overriding the low-level cutout. Further investigation is required but at the moment, Bells runs faultlessly whilst just using the Pulsar system with all conductivity probes disconnected.
- Harty/Leysdown Pump Station – both pumps continue to operate with both pumps showing significant deterioration. Leysdown pump station is now experiencing electrical issues with regards to fuses continually blowing. The cause of this is unknown and an investigation may prove costly. Given a fuse change temporarily solves the problem,

and with the pumps due for replacement, have not further investigated this issue as both pumps will shortly be shut down for the summer months.

- Twyford – following a power outage to the Rushenden area recently, the pump station went offline resulting in elevated water levels. As duration was unknown to resolve the fault, our emergency pumps were deployed to drop the levels. Once power was restored to the area, it was discovered that pump 3 was inoperable and is currently still offline. This is due to a faulty breaker switch located inside the cabinet. The engineers believe this has happened as a result of the power outage – currently awaiting a quote to resolve this issue. A recent service visit by TT pumps gave the pump station a clean bill of health apart from this single issue.

The Chairman asked what provisions are in place during the shutdown period of the Harty and Leysdown pump stations, should we experience a very wet period.

The Works Manager confirmed that we have our towable pumps ready for use should a wet period occur.

The Clerk thanked the Works Manager for his hard work, in particular putting together the proactive maintenance plan.

The Works Manager confirmed our maintenance programme is now on the website.

The Clerk confirmed we have some planned PSCA works, and that we will be doing some piecemeal coastal works and we have got £25,000 back from the Environment Agency to put towards this work. She confirmed that the other PSCA work the workforce will be doing will be work for the North Kent Marshes IDB around Shorne and Highman Marshes.

The Chairman asked if there would be a PSCA agreement for Capel Fleet.

The Clerk confirmed that we are looking at the upstream section for next year.

D Wooster asked if photos could be put on the website for works of this nature as she felt residents would be very interested.

The Clerk confirmed this is something that we would like to include when we have our new website.

### **13. REGISTER OF MEMBERS' INTEREST FORMS 2024/25**

The Office Manager confirmed that all responses regarding the Register of Members' Interest Forms for 2024/25 had been received.

## 14. GOVERNANCE UPDATE

**RECEIVED** the following policies which were emailed separately to Members from the agenda for Member's review/information:

### Unchanged

- Members Code of Conduct
- Policy Statement

### New

- Debt Policy
- Rates and Levies Collection Policy
- Investment Policy

The Clerk confirmed that there was no change to the Members Code of Conduct policy and Policy Statement and requested approval.

On a proposition by D Carnell seconded by H Browne, it was **AGREED** to approve the Members Code of Conduct and Policy Statement.

All Members were in favour.

The Clerk confirmed the Debt Policy and Rates and Levies Collection Policy are new policies and they have been reviewed by the Finance Committee.

D Wooster asked if we have included the 151 officers from the relevant councils for their support with these policies.

The Clerk confirmed that we are able to benefit from accessing the model policies and governance from the Association of Drainage Authorities and she also benchmarks us against other IDBs that are similar to us in term of their operations. She said she had not specifically spoken to L Fillery regarding these policies; however, she was in attendance when they were discussed at the Finance Committee, she did make various comments in that meeting and did not raise any issues with these documents.

On a proposition by R Palmer seconded by J Hinge, it was **AGREED** to approve the Debt Policy and Rates and Levies Collection Policy

All Members were in favour.

The Clerk confirmed that the Investment Policy had previously been seen by the Board and it has been corrected since the last meeting to include suggested changes by R Hall, which were highlighted.

On a proposition by R Hall seconded by R Palmer, it was **AGREED** to approve the Investment Policy.

All Members were in favour.

## 15. RISK REGISTER

**RECEIVED** Risk Register for review which was emailed separately to Members.

The Clerk confirmed that feedback from the internal auditor last year was that we are doing lots of good things managing risk, but we are not updating our Risk Register to reflect this. She confirmed that this document will now be reviewed at each Board meeting.

The Clerk displayed the Risk Register on the screen and talked through various parts of the document.

Under the procurement section, large contracts were discussed as £10,000 now seems a low figure for Board approval.

On a proposition by The Chairman seconded by R Palmer, it was **AGREED** to increase the large contracts that require Board approval to be increased to £25,000.

All Members were in favour.

G Etheridge requested an updated flood risk map be circulated.

**Action** – The Clerk to send a link to Members to the latest flood risk map.

R Palmer gave his apologies and left the meeting.

H Browne gave her apologies and left the meeting.

## 16. FINANCE COMMITTEE MINUTES

**RECEIVED (Appendix 7 & 7a)** Finance minutes from 29 January 2024 and 4 April 2024.

The Chairman confirmed this item was for information and asked if Members had any questions.

No questions raised.

## 17. ANNUAL MANAGEMENT ACCOUNTS REPORT

**RECEIVED (Appendix 8)** a copy of the Annual Management Report for year ending March 2024.

The Clerk displayed the report on the screen and gave a summary of the report. She explained the reserves breakdown in detail, reiterating that ADA recommends at least 1 year of operating costs be held in reserves. She also confirmed this report will be published on our website once approved by the Board.

D Wooster left the meeting.

The Clerk asked the Board if there were any questions.

The Chairman asked whether there should be a clearer definition surrounding the general reserves including a statement to refer to ADA's Good Governance Guide about holding one year of operating costs.

**Action** – The Clerk to include some context surrounding the general reserves for future reports and to refer to the ADA Good Governance Guide recommendation surrounding reserves.

On a proposition by the Chairman seconded by P Marchington, it was **AGREED** to approve the end of year accounts as they are presented in the Annual Management Accounts Report for the year ending 2023-2024.

All other Members were in favour.

**RECEIVED Appendix 8 a and 8b)** Quarter 3 and 4 bank reconciliation documents for 2023-2024 (Quarter 1 and 2 bank reconciliations were approved previously at the November 2023 Board meeting).

The Clerk confirmed that the Finance Committee have reviewed and approved the Quarter 3 and 4 Bank Reconciliation in their previous meetings, and she requested confirmation from the Board that they are happy with the Finance Committee's findings. She highlighted and explained the overspends and confirmed there was an overall saving of 4.8%.

On a proposition by the Chairman seconded by P Marchington, it was **AGREED** to confirm their oversight of the Quarter 3 and 4 Bank Reconciliation for 2023-2024 and they are happy with the Finance Committee's findings, and this has been approved by the Finance Committee.

All other Members were in favour.

## **18. INTERNAL AUDIT UPDATE**

**RECEIVED (Appendix 9)** Mid Kent Audit's end of year internal audit report for 2023-2024.

The Clerk confirmed that she has gone through the internal audit report thoroughly with the Finance Committee in their meeting before the Board meeting. She confirmed that we have been deemed to have sound financial controls, there was one medium and a few low concern advisories relating to internal processes, but nothing of real concern was raised and overall, the audit was very good.

The Chairman thanked the Finance Officer and Clerk for their work in achieving this.

## **19. ANNUAL RETURN (AGAR)**

**RECEIVED (Appendix 10)** the Annual Return for the year ending March 2024.

The Clerk gave a summary of the AGAR and read through the internal control objectives.

The Clerk confirmed that the Chairman of Finance has signed Section 2 of the Annual Return in today's earlier Finance Meeting.

On a proposition by the Chairman seconded by J Hinge, it was **AGREED** that the Chairman should sign and date Section 1 of the Annual Return.

**REPORTED** that Section 3 relates to the External Auditor Report and Certificate and the Annual Internal Audit Report 2022/2023.

**REPORTED** that PKF LittleJohn LLP will complete the first page of Section 3 and this is where any comments on their findings will be made.

**REPORTED** that Mid Kent Audit, the Boards Internal Auditor completed the second page of Section 3 on 31 May 2024.

## **20. CHANGE COMMITTEE**

**RECEIVED (Appendix 11)** the Change Committee Minutes held on 22 April 2024.

The Change Committee Minutes were noted.

**RECEIVED (Appendix 11a)** the Clerk's Change Committee Paper.

The Clerk confirmed we had our first Change Committee meeting in April which was a positive meeting and she had created a paper showing the recommendations for the amalgamation.

The Clerk raised adopting the new name of North Kent Marshes Water Level Management Board for the new amalgamated Board which would be keeping in with the geographical area where we are operating.

On a proposition by J Hinge seconded by E Stickings, it was **AGREED** to approve the new name of North Kent Marshes Water Level Management Board for the new amalgamated Board.

The Clerk discussed the new board's membership and confirmed that further to discussions with Stuart Bobby from Gravesham Borough Council, and his wish to retain two places on the Board, rather than the one proposed, this takes membership up to 25.

The Clerk confirmed that there will be no change to the electoral districts and boundaries at the moment and there is an opportunity under the Environment Act to review that in the future.

The Clerk explained that it was discussed standardising the penny rate across both Boards to align with the lower rate of the Lower Medway IDB considering the cessation of the £25,000 Service Level Agreement fee currently paid by North Kent Marshes IDB to Lower Medway IDB as a partial offset to revenue loss.

The Clerk explained that she would like to allocate a budget for administrative costs related to amalgamation from both Boards for £10,000 each. She confirmed this would cover costs such as website, logo redesign, signwriting and IT costs etc.

On a proposition by the Chairman seconded by G Etheridge, it was **AGREED** to allocate £10,000 from reserves for amalgamation administrative costs.

All Members were in favour.

The Clerk explained that the reserves from North Kent Marshes IDB, estimated at £120,000 at the end of this financial year, would be merged with the Lower Medway IDB's reserves to create part of the general reserve for the new amalgamated Board.

The Clerk confirmed that she has submitted the scheme to DEFRA and the Environment Agency, and they have to do some advertisements and go through their legal process and we hope to go live with an amalgamated board on 1 April 2025. She confirmed the next Change Committee meeting will be held in July.

## **21. LUDDENHAM SLUICE**

**RECEIVED (Appendix 12 & 12a)** the Clerk's business case for Luddenham Sluice.

The Clerk confirmed that before she joined the Board some work was undertaken as part of the Biodiversity Action Plan looking at water level management (particularly across Luddenham and Blacketts), which is an area of grazing marsh which is known to support breeding waders. She confirmed one of our objectives is to improve wintering grassland/breeding grassland for birds and to tie that in with our water level management operations. She explained that our local ecologist, Carol Donaldson has done a survey and found a sluice at Elverton Drain, Luddenham, that at some point would have been on the Lower Medway IDB asset list that requires some attention, and her recommendation is to replace the culvert pipe and install a tilting weir.

The Clerk explained that estimated costs would be around £60,000 which includes a 30% contingency. She proposed using £45,000 from the available Environment Agency funding for this. She asked the Board to consider funding the surplus via Surface Water Development Contributions (SWDC) so it does not impact the Board's budget for this year.

The Board discussed the business case and also using smart technology which could increase costs slightly.

P Marchington requested if he could visit the area in question.

The Clerk confirmed this would be welcomed.

The Works Manager added that there is a benefit with regards to the maintenance side of things and there would be a cost saving.

On a proposition by the Chairman seconded by D Carnell, it was **AGREED** to approve spending up to £65,000 (to include the smart technology element) to deliver the Luddenham Sluice proposed project at Elverton Drain.

All Members were in favour except T Malpas, who abstained.

## **22. TECHNICAL ASSISTANT BUSINESS CASE**

**RECEIVED (Appendix 13)** the Clerk's business case for a Technical Assistant.

The Chairman explained that historically we have lost staff and have been unable to replace them due to structural changes, and Innes Thompson from the Association of Drainage Authorities has concerns about the pressure of the team. He explained that the staff are stretched, and the Clerk is getting involved in low-level tasks rather than focussing on high-level projects and he felt it was the right time to recruit a Technical Assistant into the team. He said he can see the need and hopes the Board will support The Clerk with finding a Technical Assistant. He confirmed we can carry the employment budget surplus from last year to this year to fund this.

The Clerk added that she can foresee that we have the Surface Water Development Contributions coming in, but not having the time/capacity within the team to spend it within the district as we would like to (ie biodiversity or asset focussed). She said having a Technical Assistant in place will enable us to do more work, whilst having that succession in place.

The Chairman raised the water control structures work that has been on our to do list for some time, which we haven't been able to progress with as we don't have enough staff to deal with it. He emphasised it is important that we do deal with it.

R Hall said that this would need to be added to our Risk Register (increased rainfall and what we are doing about it).

**Action** – The clerk to add rainfall information to our Risk Register.

On a proposition by the Chairman seconded by G Etheridge, it was **AGREED** to proceed with the recruitment of a Technical Assistant.

All Members were in favour.

## **23. HARTY AND LEYSDOWN UPDATE**

**RECEIVED (Appendix 14)** the Clerk's Harty and Leysdown Pumping Station Report.

The Clerk gave some background information on Harty and Leysdown Pumps for the benefit of new Members and confirmed we are using Stantec to project manage the new pumps.

The Clerk explained that we have come to the point where we are looking at the funding for the construction and civils element of the project. She confirmed that originally the Board had agreed in principle for us to request funding via a Public Works Loan and we have also been putting funding aside every year to put towards the funding of this project. She explained that some new funding has become available for IDBs via government funding, which is a £75 million pot for IDBs specifically. She explained alternatively a further option is to utilise unbudgeted income from 2023-2024 in order to mitigate budget pressures and fund the shortfall.

The funding element from section 2 of the Report is confirmed as follows:

- In June 2021 the Finance Committee agreed in principle to gaining a Public Works Loan (PWL) to cover the costs of the pumping station replacements up to a maximum of £1.5M over 10 years. This low interest facility can be administered via Defra to IDB's.
- The Board have allocated £150,000 annually since 2020 towards this project, with £616,297 currently available as from 1 April 2024.
- The total estimated expenditure required for project completion totals £1,030,689 comprised of:
  - Aquatic Control Engineering (Pumps): £391,083.
  - STANTEC (Project Management): £145k.
  - Breheny's (Civils and Construction): £494,606.
- The maximum anticipated shortfall in funding is therefore £414,500. Although the PWL route could cover the shortfall, this may increase financial pressure over a longer time period and incur interest costs.

The Clerk invited the Board to discuss the options.

The Chairman said that it was the recommendation from the Finance Committee that we apply for the government grant and try to achieve all, or a significant percentage of the outstanding money, with a fallback provision that if there is a shortfall with the grant or we are unsuccessful that we allocate the remaining funds required from the surplus from last year. He confirmed this would be in addition to using the monies already put aside in reserves.

On a proposition by the Chairman seconded by P Marchington, it was **AGREED** to proceed with an application for government funding. Should there be a shortfall in the funding or it is unsuccessful the surplus money available from the budget from the year ending March 2024 can be used.

All Members were in favour

**Action** - the Clerk to arrange a visit to the site during construction when the lift the pump to put it in.

## **24. ADA UPDATE**

The Clerk confirmed that she supported ADA last week at the Flood and Coast Conference and there are no other specific updates at this time.

## **25. ANY OTHER BUSINESS**

### **North Kent Marshes Service Level Agreement**

The Clerk confirmed that due to the amalgamation being agreed, she has decided not to increase the NKM's Service Level Agreement to £30,000, and to leave it at £25,000.

### **Elmley Visit**

On Tuesday, June 11, KCC and LMIDB will host a special delegation from West Flanders, including the Governor, Chief of Cabinet, and other key officials. This visit, in partnership with the Straits Committee, aims to foster knowledge exchange on water level management

strategies and explore mutual opportunities and challenges. G Fulton and T Malpas will be supporting with thanks.

**26. DATE OF NEXT MEETING**

The next meeting was confirmed for Monday 27 November at 1pm.

**27. PRIVATE & CONFIDENTIAL MATTERS**

There were no private and confidential matters to discuss.

**28. CLOSURE**

There being no further business the Chairman declared the meeting closed at 3.40pm and thanked the Board for their attendance.