PARRETT INTERNAL DRAINAGE BOARD
PART OF THE SOMERSET DRAINAGE BOARDS CONSORTIUM

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MINUTES OF PARRETT FINANCE & WORKS SUB-COMMITTEE MEETING 8 JUNE 2026 AT 14.00 AT BRADBURY HOUSE, HIGHBRIDGE

Attendance:			
Elected Members: Mr C Passmore (C) Mr T Bradford Mr A Betty	**Appointed Members:** Mr S Kingham Cllr N Cavill Cllr M Caswell	**Officers:** Mrs M Hammond Mr I Sturdy Mrs K Carleton Mrs C Murray Mr M Wall	**Public:**
Apologies:			
Mr J Winslade	Cllr G Wren		

Agenda Item:	**Description:**	
1. Attendance and Apologies	The meeting started at 13.58 Attendance & apologies as above	
2. Items Additional to the Agenda	None	
3. Declarations of Interest	To declare as they arise.	
4. Previous Meeting Minutes	***That the minutes were a true and accurate record of the meeting on 13 January 2026*** **Proposed: Tony Bradford** **Seconded: Stuart Kingham** **All in favour**	**RESOLUTION 01**
5. Matters Arising	**P/20260113-01** Send calendar of meetings to new Board members. Completed **P/20260113-02** Contact Innes Thompson re the T&F Group resolved by IDB Chairs. Ongoing, meeting in 2 weeks. **P/20260113-03** Check who is responsible for installing the eel pass at Parchey tilting weir. Ongoing **P/20260113-04** Check land at Westonzoyland Aerodrome for pollution/digestate storage and contact EA with concerns. Check the EA and NE have been consulted. Ongoing. Norman Cavill (NC) advised he and Gwil Wren have chased – it is to do with licensing on planning permission. It is being resolved, will regularise and licence and will be subject to inspection. Tony Bradford (TB) is concerned with surrounding landowners being unfairly blamed.	
6. Finance Report (RFO)	Quarterly Reconciliation of Bank Statements: all reconciled up to 31/05/2026 **Finance Report/Update:** Maggie Hammond asked the committee to take her paper and appendices as read. She then talked members through her reports, explaining the reasons for any variances such as improved interest rates, items which have no budgets set, and Grant Aid	

	(Peat Projects & Natural England) which are unknown so always show as additional income and expenditure. Stuart Kingham (SK) asked about the Peat Projects. We have mainly carried out telemetry and monitoring. Caroline Murray (CM) advised we have also delivered 6 schemes including Fiddlers End, Nythe Road and Aller second rhyne. This will all be covered at FB. CM advised a new tranche of funding has become available (Discovery Grant) to apply for now. We may apply for second stage delivery funding later in the year. The Chair asked about West Sedgemoor, IDS explained this is LR and still live. We have been asked to represent in the SLE. Will cover at FB. Tony Bradford (TB) asked if there is danger in money going here but not towards flooding. Control is key in high and low flow situations. IDS agreed there is money coming to Somerset, peat and LR are about climatic adaptation, pumps will remain a long-term feature. Will probably be a mix of both. Simplification would help and this seems to be the aim of LR. Overheads: underspent by £75k mainly from Consortium costs (including staff vacancies carried). SK noted the debt write off is low. NC asked about money given to the SRA. Only IDB's contribute, other partners don't, but we have 4 voting members on the Board. This is historic, we have never challenged it. Do we get more back? Generally as we do the work. TB feels the other members vote en-bloc so have more representation in reality. He doesn't feel that SRA talk about flooding enough. IDB's are the only organisation that can deliver. IDS explained this year is already paid, but it can be considered in the future. CM suggested an assessment of what we have contributed to what received. IDS noted a previous debate where we were being asked why we have 2 members per board, other partners only have one. TB feels knowledge in IDB is the driver for projects. Anthony Betty (AB) feels there is a need to look at the SRA constitution and see if payment is part of this. IDS noted there is an MOU which can be changed/updated each year. IDS suggested shelving this matter until the conclusion of the post flooding review. **Proposed: Tony Bradford** **Seconded: Anthony Betty** **All in favour.** **Internal Audit Report:** MH talked members through this. The Auditors have awarded substantial assurance. There are 2 minor items: 1. Code of Conduct and H&S Policy require review. We have responded that our new H&S officer is reviewing the policy. The Code of Conduct is awaiting review pending an ADA update. 2. Aged debtor reports to be reviewed. MH will do this & provide further commentary on significant aged debts. **Parrett Reserve Position**: Reserves stand at £1.632 million with a free reserve of £963k. This is a good position, but MH advised not to spend these unless needed as the risk profile has changed. TB agreed. MH advised that the minimum tracks inflation as suggested by Axe Brue to mitigate new risks. MH plans to write procedures for investing funds with controls. **End of Year Report including Annual Governance & Accountability**	**RESOLUTION 02**

	Return (AGAR): MH went through the Section 1 questions with the committee and explained each in turn along with how we meet the requirements for each. Q5 Risk had previously been raised by the auditor. This is now covered at every Board meeting and the Risk Register is up to date. Q7 has been covered since the previous audit in terms of risk and policies. Q10 Data and IT – Sage Accounts & DRS. MH then went through Section 2 of the return and explained each entry. **Recommendations:** • That the Parrett Finance & Works Committee recommends approval of the accounts for 2025/26 as presented to the Full Board. • That the Parrett Finance & Works Committee recommends the review of the Reserves policy. • That the Parrett Finance & Works Committee recommends the questions in Section 1 of the AGAR are all answered as Yes to the Full Board. • That the Parrett Finance & Works Committee recommends approval of Section 2 of the AGAR to the Full Board. **To deal with all recommendations with one vote** **Proposed: Mike Caswell** **Seconded: Tony Bradford** **All in favour** **To agree with all recommendations** **Proposed: Tony Bradford** **Seconded: Stuart Kingham** **All in favour** The Chair thanked Maggie for her clear accounts. TB asked if the feasibility study is done for Dunball. CM advised the grant application has been drafted. IDS noted there have been useful developments. The EA have stated that Somerset needs to remain a pumped environment, and advised that the operational costs are £5 million.	**RESOLUTION 03** **RESOLUTION 04**
7. Maintenance Contracts Renewal	Fuel Costs for Maintenance Renewal IDS explained we have drafted a paper which will be circulated in confidence after the meeting for approval at Full Board. TB asked about bodycams/trackers for staff/vehicles. IDS explained staff are not keen so this needs consultation. TB noted it could have saved the other Board a lot of money and asked if ADA/other boards have a policy. IDS advised that some do. Norman Cavill (NC) advised that Highways staff have them. TB advised that Roger Barrington's funeral is on 19 June, 12.00 East Lyng Church. Officers to email Board members. IDS and TB left the meeting at 15.04 Matt Wall (MW) explained that Maintenance Contracts need consideration. Contracts were rolled over last year and some are in their final year. We need to consider whether to roll them over, as new regulations are imminent and we await ADA advice to re-tender once a procurement policy is in place. We will need to advertise via a portal for larger value works. The Chair asked if contractors will be happy with this. MW is not sure yet, and it will depend on our approach to fuel. SK asked how long is left on contracts. MW advised just under one year. MH explained it depends on what happens with red diesel prices. April	**ACTION P/20260608-01**

	CPI on non fuel element of contract then separate calculation for fuel element. MW explained that there are 2 strands to deal with. Recommendation most likely for November meeting. AB asked about a rollover. MH explained there would be a year-on-year increase by CPI. MW explained that officers are considering a fuel adjustment proposal. This would share the risk. The Chair asked MW to sound them out to see where their preferences lie. MW explained we will tender widely if needed. CM explained we can set our own criteria before inviting to tender. The Chair noted we also need contractors for emergencies and small works. MW advised if we can get a fuel price adjustment in place to help share risk, it may work well. Summer maintenance will inform this. CM noted for engineering projects they use existing contracts where possible via mini tender. For larger projects they go further afield and look at existing and others. She feels a rollover would be helpful and would give time for a new procurement process to be known. MW is just advising the committee at this point, which will be for FB discussion. A confidential draft paper on fuel costs will be emailed to the committee. The fuel cost element of work has increased significantly. We are looking to put in place a fair and consistent way to alleviate this. We would look to split the meter rate and apply an escalator to the fuel element. We will use a recognisable indice at the same time each month to use as the basis. The Chair was concerned about higher tenders being unfairly rewarded. NC suggested separating fuel from the rest of the job. Norman Cavill left at 15.34 MC felt that this falls under the contingency clause in any fixed price contract.	
8. EA Main River Maintenance Options	CM updated that the main message is that we have been trying to get clarity on what will and won't be done by the EA. She would like to meet and look at with maps to help prioritise what we can focus on with SRA funding. This would need to be done by PSCA and looked at with ground staff. We know the key areas which will be a problem. The risk is where the EA say they will do but then don't. The Chair is concerned about a further dry spell. He would like to see work done sooner rather than later. MW advised we also need our contractors to complete our programme. Economy would be achieved if we also did any river stretches whilst contactors are in the area. We continue to chase.	
9. Works Report	CM talked members through her report, budgets for programme of works are mainly completed. She highlighted Nythe Road (originally on peat project) but road closures meant it didn't fall within the window. It was funded from Board funds. Although a deficit, another project will fall under so will even this out. Nothing has changed for the current funded year, or for additional projects. Stockland Culvert will require a road closure. The Chair asked if it can be done without. CM advised it will need a closure as a main highway, but will not take long. This will be going out to tender in the next week.	
10. AOB		
11. Date of Next Meeting	Management committee 16 June 14.00 Full Board Meeting Tues 3 November at 14.00 Environment Committee Tues 8 September at 14.00 Finance & Works 20 October 2026 at 14.00 Chair thanked members for attending The meeting closed at 15.47	

Annex:

A. Parrett Board – Table of Outstanding Actions

CHAIR..... DATE ……

ANNEX A TO

PARRETT F&W COMMITTEE MINUTES
DATED 8 June 2026

PARRETT F&W MEETING – TABLE OF OUTSTANDING ACTIONS

Action Number:	Action:	Actionee:
P/20260608-01	Email Board members to advise details of RB funeral.	KC