CHURCHFIELD & PLAWFIELD INTERNAL DRAINAGE BOARD

At a Virtual Meeting of the Churchfield and Plawfield Internal Drainage Board
on 23rd June 2026.

PRESENT

Steven Calton (Chair)
Dale Boyce (Vice-Chair)
Paul Allen
Glen Boyce
Christopher Crofts (BCKLWN)

Mrs Ruth Martin (Lead Clerk) representing the Clerk was in attendance.

Welcome and Apologies

The Chair welcomed everyone to the meeting.

Apologies for absence were received from M Fairey.

B.1267 Declarations of Interest

The Chairman reminded Members of the importance of declaring an interest in any matter included in today's agenda that involved or was likely to affect any individual on the Board.

Members agreed to declare any interests as they occurred.

B.1268 Minutes of last meeting and matters arising

Mr Glenn Boyce asked that his name be spelt correctly throughout, with two n's in Glenn.

There were no matters arising and the Minutes of the Last Meeting were agreed.

RESOLVED

> That the Minutes of the Meeting of the Board held on the 2nd March 2026 are recorded correctly and that they be confirmed and signed.

B.1269 Governance

Mrs Martin asked the Board to consider the Governance report and that its content be noted.

Completion of the Annual Return of the Board – 2024/2025

RESOLVED

i) The Board considered and approved the comments of the Auditors on the Annual Return for the year that ended on the 31st March 2025.

ii) The Board considered and approved the Audit Report of the Internal Auditor for the year that ended on the 31st March 2025

The Board noted the continued appointment of Whitings as Internal Auditor.

Consideration of potential litigation, liabilities, commitments.

Mrs Martin reported that as part of the Annual Governance review the Board were required to consider if there were any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end that have a financial impact on the authority. She confirmed that there were no such matters that have been raised through the office of the clerk. Members gave consideration to the position.

RESOLVED

That there are no such events that would have an adverse financial impact on the Board that would need to be included within the accounting statements for the financial year ended 31st March 2025.

Risk Management Strategy and Internal Controls

The Board did not highlight any specific risks or issues not covered within the Board's Risk Management Strategy (published in 2024 and on the website), noted the system of financial Internal Controls (as published on website) and no additional controls were highlighted as required.

IDB1 (Annual Report to Defra)

RESOLVED

That the Board note the submission of the IDB1 to Defra.

Exercise of Public Rights

Mrs Martin referred to the publishing of the Notice of Public Rights and publication of unaudited Annual Return, Statement of Accounts, Annual Governance Statement and the Notice of Conclusion of the Audit and right to inspect the Annual Return.

Annual Governance Statement

RESOLVED

That the Chairman be authorised to sign the Annual Governance Statement on behalf of the Board for the financial year ended 31st March 2026.

B.1270 Finance Report – Looking Back

Finance officer's review and key messages

The Board considered and noted the key finance messages of the Responsible Finance Officer.

Payments for 2025/2026

The Payments were reviewed and accepted.

Highland Water Contributions

The Board noted the Highland Water contributions.

Annual Accounts and Finance Papers 2025/2026

The Board considered and approved the Annual accounts and Finance Papers for the year ended 31st March 2026, as required in the Audit regulations.

(Post Meeting Note: The Miscellaneous item/gesture of goodwill relates to a write back of a provision in respect of funds refunded twice in error.

RESOLVED

> That the Chairman be authorised to sign the Annual Return, on behalf of the Board for the financial year ended 31st March 2026.

B.1271 Date of next Meeting

RESOLVED

> That next Meeting of the Board be held on Monday 19th April 2027 at 6.30pm at Upwell Village Hall.

B.1272 Any Other Business

With no other items being raised by the Board, the meeting was closed at 10.40am.

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Chair

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Date