MINUTES OF THE KYLE & UPPER OUSE IDB MEETING HELD ON TUESDAY 19TH DECEMBER 2023 AT THE GALTRES CENTRE, EASINGWOLD

31 Present Mr R Shedden (Chair), Mr A Boddy, Mr G Robinson,

Mr R Spilman and Cllr A Hook

In attendance - Mr N Everard (Clerk of the Board) Mr P Jones (Consulting Engineer)

32 Apologies Mr R Pennock, Mr J P Stirke, Mr J Cattanach &

Mr S Wragg

33 Declaration of

Interest

None

34 **Minutes** As a quorum was not present, it was agreed to proceed with the meeting subject to approval of the Minutes at the next Board meeting for which a quorum was present.

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Chairman's Report The Chairman welcomed Paul Jones to the meeting who would pickup the maintenance report. It was noted that due to ground conditions that the maintenance was well behind schedule and that a further meeting with the Forman and contractors was to be arranged by the to agree a course of action.

> The new Pick-up had been received and the Clerk will report on the tractor and flail replacement.

After the last meeting the Board had been subject to the issue of a court action following maintenance of a critical watercourse. The Consulting Engineer would report in more detail.

36 Consulting **Engineer's Report**

The Consulting Engineer's reported on the internal investigation. undertaken because of an owner/occupier claiming against the Board in relation to maintenance and related tree removal, tree damage and fence damage. This was to assist and provide responses to the Board's insurers and in preparation of the defence due to the claim being filed with the Business & Property Courts. Solicitors appointed by insurers had collated information and submitted a defence. Insurers had requested that the Board undertake a competency review of employees, processes, and procedures.

The maintenance programme was discussed, and it was confirmed that a prestart meeting had been held with contractors on 5th June 2023, however due to our own labour undertaking work on the watercourses allocated to contractors a follow up meeting was proposed to avoid future misunderstandings. Due to access, weather, and other constraints the Board need to be flexible but to also ensure that the maintenance programme undertaken provides an effective service to ratepayers.

The Consulting Engineer reported on a site meeting and investigation at Plainville Farm Lodge concerning a blocked culvert. The Foreman is currently obtaining quotations for jetting, desilting, and removal off site.

A report had been received from Clifton Manor Court which had been shared with the Environment Agency and City of York Council.

Consulting Engineers had been approached by railway contractors in respect of a collapsed railway culvert north of Alne near Wrang Beck.

The Consulting Engineer's report dated December 2023 included details of planning applications considered and consents issued between 1st May 2023 and 7th November 2023.

37 <u>Health & Safety</u> <u>Report</u>

The Clerk reported on a meeting with the Consulting Engineer and the Health & Safety advisor to review the existing policies and risk assessments and documentation. This was linked to the competency review and is to include training plans, contractors and the insurance review. A report is awaited from the Health & Safety advisor. The Vice Chairman reported that the men had recently attended a Health & Safety training course.

38 <u>Risk Management</u> Strategy & Policy

The Clerk reported that following the insurance review and Health & Safety review that the policy will be reviewed and updated and a report made to the Finance Committee.

One area that had been previously identified was reliance on specialist systems. It had been reported to ADA that the DRS rating package utilised by some 90% of Drainage Boards throughout the country was ceasing to be supported from March 2025. ADA are to carry out a feasibility study of options, however it is likely that each Board will need to budget for replacement of the system.

Following the insurance review and pending outcome of the above reported claim, insurance premiums had increased by some 32%.

39 ADA Update

The Clerk reported that there had been a positive response to the demonstration, however, turn out had been lower than expected although it was believed that costs would be covered. The AGM had been held online with the Conference being held in London. The Shadow Floods Minister had attended and spoken at the Conference which was attended by the Clerk. The Clerk also reported on the ADA Northern Branch meeting.

40 Audit

The Clerk reported that the Board had received an unqualified audit opinion by external auditors on the accounts for the year ended 31st March 2023 and advertised on the website.

The internal auditors had undertaken their interim visit and there were no matters to be brought to the attention of the Board. Yorkshire Internal Auditors have now changed their name to Northern Internal Audit Services and the Board confirmed their reappointment and authorised the Clerk to sign the Engagement Letter.

41	Appointed Member	The Clerk confirmed that appointed members for City of York Council as Cllr Anne Hook, Mr S Wragg and Cllr T Stead (representing Skelton Parish Council). The representative for North Yorkshire County Council was Cllr J Cattanach.		
42	Direct Labour	The Clerk reported that the ADA had been requested to negotiate a wage review earlier this year and a report will be made to the Finance Committee and presented to the Board in the New Year.		
43	New Vehicles	As advised by the Chairman, the replacement pick up had been received.		
44	Tractor & Flail Replacement	The Finance Committee had considered replacing the existing tractor. and flail mower with a used tractor, however because of concerns over warranty, cost of repairs etc quotations were obtained for a new replacement as follows:		
		Valtra T175	£160,553	
		Massey Ferguson S180	£159,250	
		Fendt 718	£160,114	
		New Holland T7.225	£139,208	
		Bomford Buzzard	C 44 750	
		McConnel PA8085T	£ 44,750 £ 42,917	
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		The Finance Committee had considered the options and had authorised the Clerk to place an order with Russells for the New Holland T7.225 and McConnel PA8085T. The tractor was obtained on 0% finance and the flail at 11.24% APR over a 4-year finance period. The old tractor & flail mower are to be part exchanged.		
45	Consulting Engineer	The Clerk confirmed that the fixed contract had been received from Consulting Engineers and was to be signed by the Chairman and Clerk as authorised at the previous meeting.		
46	Rating	The Board approved the de minimis of £5 for rate demands due to the increase in cost of administration and debt collection.		
47	Accounts	Accounts for Payment Schedule numbers 8, 9, 10, 11, 12 and 13 were approved in the sums of £8,778.46, £17,737.01, £22,885.33, £27,089.84, £17,574.34 and £50,467.99 respectively.		
48	Next Meeting	The Clerk reported that the next meeting was scheduled for Monday 5 th February 2024 at 2.00pm at the Galtres Centre, Easingwold.		
			Chairman	
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