

MINUTES of Meeting of Finance Sub-Committee held on Tuesday 17th January 2017 at the Ouse & Derwent Offices, Crockey Hill, York

PRESENT

Mr R E Britton (In the Chair)
Mr J Hopwood.
Mr J Daniel
Cllr B Marshall
Cllr J Cattanach
Mr S Wragg

The Clerk – Mr W Symons
Finance Officer – Mrs F Bradley

APOLOGIES FOR ABSENCE

No apologies for absence were received as all Members were in attendance.

DECLARATION OF INTEREST

There were no declarations of interest related to the items listed on the Agenda.

The Clerk further informed Members that the Register of Members Interests was available at the meeting for inspection and update as required.

MINUTES OF LAST MEETING

The Minutes of the Meeting held on the 4th October 2016, were considered at the Meeting, a copy of which had been sent to all Sub Committee Members.

It was UNANIMOUSLY AGREED, excluding Cllr J Cattanach as he was not present at the last meeting, that they be taken as read and that they be forthwith signed by the Chairman as a correct record.

MATTERS ARISING

The Clerk reported that nothing further had occurred with the land and ditch dispute at the Forge in Deighton.

There were no further matters arising from the minutes which were not covered under the agenda items.

RATES

The Clerk reported on the position of court proceedings with this year's outstanding drainage rates. The Board having two ratepayers against which it is progressing court action in line with the Boards policy in regard to outstanding rates.

TRANSFERS TO SPECIAL LEVY AND WRITE OFF

Land Transfer to Special Levy

The Clerk referred to the list and maps of the locations circulated with the agenda. This along with the write off of drainage rates which cannot be recovered and land transfers to Special Levy from the Boards agricultural rating.

The Sub Committee Members REVIEWED the list and AGREED with the Clerk to recommend the transfer to Special Levy:

- 1) The land on account 90-0606-2 and 90-0616-7 shown in the circulated list to Selby District Council along with the write off amount of £8.63. The land on account 90-0606-2 being extra land now being transferred for further development and a road adjoining the land transferred last year in Barlby.
- 2) Land being developed by Persimmon homes at Germany Beck. This was noted as a significantly large development which will potentially take up to 15 years to complete. It was recommended as the development has now started with the construction of services that for the first year 1/15 of the land area is transferred to Special Levy. This is because it will be sometime until any properties are completed and much of the site will remain undeveloped but unable to be used for agricultural purpose. This proposed approach being taken for the first year of the development but subject to review depending on how development progresses on the site and the view of the Board. Members further recommending that the land in relation to this development but not yet transferred to Special Levy will have its drainage rates written off.

The Clerk informed the transfer will take place from 1st April 2017. The land is no longer being used for agricultural usage.

The Sub Committee RECOMMENDED to the Main Board that the land should be transferred to Special Levy (Selby District Council and York City Council) as above. This along with writing off the sum of £8.63.

CONSORTIUM ARRANGEMENTS

The Clerk reported that the annual meeting of the Consortium Management Committee (CMC) will be held on 14th February 2017. The Board at last year's meeting was represented by both Mr R E Britton and Cllr J Cattnach. They both agreed to represent the Board again at the forthcoming annual meeting if the Board wishes. The arrangements require the Board to nominate two Members with the power to act on behalf of the Board. The Clerk informed the Sub Committee that the Boards administration costs in this year's estimates are presented on the basis of the costs of the consortium arrangements which will be discussed at the CMC annual meeting.

BOARD'S POLICY
DRAFT

The Sub Committee's RECOMMENDATION if accepted by the Board is to nominate both Mr R E Britton and Cllr J Cattanach for them to attend the annual CMC meeting.

The Clerk informed Members that the Association of Drainage Authorities is developing a draft Policy Statement. The Board having and reviewing its policy is a matter which is reported on the Board's Annual Return to DEFRA.

The Clerk noted the current model document on which the Boards current policy is based is out of date following changes in legislation such as the Floods and Water Management Act.

The Clerk had circulated a draft which the Sub Committee considered. It was noted that the document was being considered by the Environment Agency and it is currently being considered by DEFRA. It is possible the document could change further.

The Clerk had established from ADA that the Board can edit the document to make it fit for the purpose of the Board. The template even when agreed by Defra is intended for guidance. It also being noted that more local policies may be required to suit the local circumstances of the Board.

The Sub Committee Members in principle were in agreement with the approach being taken by the Clerk. They further looked forward to future consideration of the document in relation to the policy being adopted by the Board.

PLANT RENEWALS/
PURCHASE

The Clerk presented the Plant Renewals Schedule, which had been circulated with the Agenda.

Proposed Approach to Maintenance Works

It is intended that the Board will again contract out all the flailing works, which will be put out to tender as usual to ensure the best value for money as possible. This results in the Board's Case tractor and Herder mower no longer being required. The Board this year having purchased an additional larger excavator so the Board's workforce can concentrate on sludging and maintenance works. This purchase is anticipated to reduce the expenditure on sub-contractor hired in plant.

Boards Vehicles

The Board has not yet sold its Land Rover, Case Tractor with Herder Mower. The tractor is still being used for lifting in the Boards Depot of excavator buckets and accessories.

The Board however is looking at potential lifting arrangements for the lifting of this equipment when the tractor is sold.

The Clerk reviewed the Boards plant and equipment on the list and its replacement. This with a view to consider the amounts the Board should be building in its plant reserve funds to be able to replace its equipment when required. The Board having purchased a trailer in 2016/17. The remaining plant reserve being linked into whatever the Board can sell the Land Rover, tractor and flail for an indicative sum of £24,614 being estimated to carry forward at the start of 2017/18 financial year. It is then hoped in this financial year a surplus will be achieved which could contribute about £25,000 to £30,000 to plant reserves.

Sub Committee Recommendation

The Sub Committee Members considered the plant replacement programme. It was UNANIMOUSLY AGREED to RECOMMEND the acceptance of the plant replacement programme and approval to progress as proposed above.

BUDGET 2017/2018

The Clerk referred Members to the budget paper, which had been circulated with the Agenda. The paper being based on the Board sustaining its existing rate.

The Finance Officer ran through the budget estimate. This showed the budgets for financial year 2016/17 along with the anticipated out turns and estimates for financial year 2017/18. It being noted that the Boards income in 2017/18 is slightly overstated in the table presented. This was because of the recommended changes to the transfer to Special Levy earlier in the meeting.

The Clerk noted the proposed works to the Boards offices and that funds had also been allocated to investigate potential opportunity options for the Boards depot and offices.

The Chairman asked Members of the Sub Committee if they had any queries on the table.

(SEE APPENDIX TO MINUTES)

PROPOSALS FOR LAYING OF THE RATE

Cllr J Cattnach supported a no increase in the drainage rate and sensible planning for future investment and plant renewal.

The Sub Committee Members considered the Budget proposals and the rate of a sum of 4.38p for 2017/18 with no increase over the rates of 2016/17. The Proposal was UNANIMOUSLY AGREED to recommend approval to the Board.

GERMANY BECK
DEVELOPMENT
AGREEMENT

The Clerk reported that the Board was still progressing the agreement with the developers but this has not yet been concluded.

The Clerk however hoped the Board could conclude this matter shortly.

Mr S Wragg reported on the position with the A19 road works at this location and the position of consideration of works in the Fordlands Road/Tunnel Drain area. It being uncertain on the Environment Agency's position to advance work or provide funding.

ACCOUNTS FOR
CONFIRMATION

The accounts for confirmation were reviewed by the Committee in detail.

The Committee considered the list of accounts for confirmation and AGREED to recommend approval to the Board.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT
MEETING

Tuesday 30th May 2017 at 1pm. This being prior to the Main Board meeting on 13th June 2017.

FUTURE MEETINGS

Tuesday 3rd October 2017 at 1pm. This being prior to the Main Board meeting on 17th October 2017.

ANY OTHER
BUSINESS

Banking Arrangements

Barclays are continuing with free banking until February.

There being no further business the Chairman declared the Meeting closed.

(APPENDICES TO FOLLOW)

