MINUTES OF THE KYLE & UPPER OUSE IDB MEETING HELD ON 23rd NOVEMBER 2015 AT SHIPTON COMMUNITY CENTRE

76	Present	R C Shedden (Chairman), T Clark (Vice Chairman), K Myers, G Robinson, D Whiteley
		In attendance N Everard (Clerk of the Board)
77	Apologies	Apologies were received from A Boddy, R Spilman, K Hayton.
78	Quorum	The Clerk reported that a quorum was not present and 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.
79	Minutes	The Minutes of the Meeting held on 1 st June 2015, were read and approved and there were no matters arising.
80	<u>Maintenance</u>	The Chairman reported on the maintenance works carried out since the last meeting.
81	Planning Applications	The Clerk reported on planning applications that had required comment between 30 th May 2015 and 20 th November 2015 and two consents had been issued.
82	Audit & Accounts Regulations	The Clerk reported on the report issued by internal auditors following their final visit for the year ending 31 st March 2015 and their recommendation that the Board's policies are subject to review. The Clerk was instructed to consider a timetable for review and to raise these at future Board meetings.
		The Clerk reported on external auditors report and the accounts for the year ended 31 st March 2015 as follows:-
		On the basis of our review the Annual Return, in our opinion, the information in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
		Other matters not affecting our opinion which we draw to the attention of the Board. We note that the Board has adopted the

anticipated revision to the guidance on asset valuation, in line with the wording on Box 9 of the Annual Return. Revised guidance in

communicated on behalf of the Association of Drainage Authorities to all Internal Drainage Boards for the 2015/16 and subsequent years.

respect of the treatment of fixed assets is expected to be

The guidance is expected to indicate that assets should be recorded at their original cost (or a proxy such as insurance value where this is not known) and no adjustment is required until disposal.

83 Foreman

The Board confirmed the foreman's contract following completion of the probationary period.

84 Wages

The Clerk reported on the employment appeal tribunal in connection with the way in which holiday pay was calculated. The Board approved that until such time as an appeal process is complete and a legislation is clear, it is proposed to proceed as follows for the current financial year:-

- The uplifted holiday payment will be based on average overtime worked for the financial year 2014/15.
- The payment will apply to 20 days annual holiday.
- The payment will be made once a year and paid in December payroll.
- The payment will not apply to employees who are salaried or who have already have a percentage uplift included in their salary.
- The payment will be subject to review as and when further legislation or guidance becomes available.

The Clerk reported that the Board's auto-enrolment date was 1st January 2016 and was authorised to proceed with enrolment with NEST, the government backed pension scheme, to ensure the Board was compliant.

85 Flooding Incident

The Clerk reported on the concerns of a residence on York Road Easingwold, due to flooding to property as a result of adjoining new development.

Investigations have also been undertaken in respect of flooding to a property near Helperby and following a site inspection to cattle drinkers and an access culvert had been identified which had not been consented by the Board. Unless the matter can be actioned informally the Clerk was authorised to instruct Consulting Engineers to investigate the matter.

86 Hurns Gutter

The Clerk reported on the insurers' comment with regard to contracting and the Board's work needed to be limited to water course maintenance and flood management activities. It was confirmed that the works could not be covered under a Public Sector Co-operation Agreement. Sustrans are to be contacted by the Board's foreman to clarify matters.

87 <u>City of York</u> <u>Council</u> <u>Representatives</u>

The Clerk reported on the appointment of Councillor Mr S Rawlings.

88	Environment Agency Upland Water	The Clerk reported that the Upland Water contribution from the Environment Agency for the year ended 31 st March 2015 was £29,745.56 compared to the budgeted figure of £31,155.
89	Insurance/Risk Management Review	The Clerk reported on the annual review with brokers reviewing insurance cover of approximate 1% increase including index linking. There were no amendments to the Risk Management Review identified subject to the Health & Safety Review.
90	Accounts for Payment	Accounts for Payment Schedule numbers 13 and 14 were approved in the amounts of £38,610.62 and £10,212.81 respectively.
91	Next Meeting	The Clerk reported that the next meeting was scheduled for 8 th February 2016.
		Chairman
		Date