

Ainsty Internal
Drainage Board

MINUTES of Meeting held on Monday 19th September
2016 at Copmanthorpe Methodist Church, Main Street,
Copmanthorpe

PRESENT

Mr S E Jackson (In the Chair)
Mr M Haigh
Mr C E Mills
Mr R F Hildreth
Mr S Barnes
Mr J Sanderson
Mr J B Blacker
Mr J Bramley
Mr C Clayton
Mr G H Smith
Cllr D Carr
Cllr A Teague
Cllr D Mackay

The Clerk – Mr W Symons

APOLOGIES FOR
ABSENCE

Apologies for absence were received from Mr A P Sykes,
Mr A Percy, Cllr T Myatt, Mr N Culpan and Cllr K Ellis.

MEMBERSHIP

The Clerk informed the Board that Harrogate Borough
Council in its letter of 12th July 2016 had nominated two new
Members as its representatives on the Board. The New Members
are Councillor Mr T Myatt from the Marston Moor area and
Councillor Mr A Teague from the Ouseburn area.

The Chairman welcoming Cllr A Teague to his first
meeting.

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

It was proposed by Mr G H Smith, seconded by Mr J B
Blacker and RESOLVED that the Minutes of the Meeting held on
the 13th June 2016, a copy of which had been sent to all Members,
be taken as read and approved and that they be forthwith signed by
the Chairman as a correct record.

MATTERS ARISING

There were no further matters arising from the Minutes that
were not covered in the main agenda.

RATES

The Clerk reported that the rates collected up to the 9th September 2016 are as follows:

- (a) Special Levy - £151,984.57 (50%)
 - (b) Direct Levy - £ 60,405.34 (97.6%)
- £212,389.91

The Clerk also advised that a sum of £11,641.92 had been collected in drainage rates since the report of the last meeting.

The Clerk further reported that second reminders have been sent out and final reminders will be sent out shortly, if required court actions will be progressed. The Clerk providing a list of the outstanding rates which was viewed by the Chairman at the Meeting.

MAINTENANCE WORKS

Information and Maps

The Clerk informed Members a report had been circulated with the Agenda. The Board's Foreman had also produced a number of coloured maps on each of the old five districts of the Board for Members reference at the Meeting. These showing the progress with delivering the Boards maintenance programme.

Old Fleet Foss

The Clerk further informed that the Environment Agency had agreed to fund maintenance work under the Boards Public Sector Cooperation Agreement (PSCA) on the Old Fleet Foss (Main River). The land only being available for maintenance work for a short period between crops. In view of this the Board is progressing the work from Temple Lane and heading towards Copmanthorpe Grange whilst the land is available.

Staff

The Clerk reported that the Board has now recruited Mr Joseph Fenton who is settling in as a labourer for the Board. This was required following the loss of the previous new recruit.

Ouse Gill Beck

The Chairman noted that the spraying appeared to have taken effect at this location.

Contracted Work

Members discussed the Boards contracted works and the Boards new Contractors Greens being commended.

Plant

The Clerk confirmed that the Foreman was happy with the purchase of the Nissan pick-up along with the new trailer which had also arrived.

Railway Culvert Refurbishment – NOC 16

Mr J Bramley reported that some bank remedial work were still outstanding following Network Rails work on the culverts which had not been carried out by the Contractor before finishing on site. It was reported at the Meeting that Network Rail are likely to be approaching the Board directly to carry the work out for them to address the situation.

Nun Appleton Flood Bank

Mr M Haigh raised concerns about the condition of the River Wharf Flood Bank at this location and the consequence should it fail. The Environment Agency being aware of its poor condition and the problems it has with badger holes which appear to be worsening. It was asked if the Board could write to the Environment Agency to highlight these concerns.

(SEE APPENDIX TO MINUTES)

HEALTH & SAFETY

The Clerk confirmed that no reportable incidents had occurred since the date of the last Meeting which required reporting to the Health and Safety Executive (RIDDOR).

UPLAND WATER CONTRIBUTION

The Clerk advised that a claim had been made to the Agency for 2015/16 Upland Water ditch maintenance works. This was made on the basis of the sum of £49,850.35. An overall payment of 89.00% has been agreed by the Regional Flood and Coastal Committee (RFCC) of £44,367.00. This being £26,617.00 over the budget estimate of £17,750.00. The payment last year (2014/15) was made on the basis of 70% at a rate of £40,031.35.

STAFF

Pay Increase for 2016/17

The Clerk reported he had included the 1% pay increase in the salary payments as proposed at the last meeting from 1st April 2016. It however remained that this has not yet been agreed by the Lincolnshire Clerks Pay Committee.

Work Based Pensions

The Clerk informed the Board that its Work Based Pension staging date was in the early new year. The Board would shortly be writing to its employees informing them about the changes to pension arrangements as required. The Board previously having decided that the Nest Scheme currently promoted by the Government to be its current pension provider.

The Clerk further informed Members of the percentages both the employee and the Board will have to make towards these schemes along with the fact that the Board could increase its employee contributions if it wished. Members decided that the Board would make its employer scheme contributions at the level as required under the scheme unless otherwise agreed.

Staff Matters regarding Special Leave with Pay

The Clerk raised a matter which occurred regarding payment for Special Leave.

Members AGREED that with matters of this nature the discretion to award or not should rest with the Chairman and Clerk.

Consortium Planning Officer

The Clerk reported that the Board's Officer had now settled into post.

The Clerk informed the Board that the Association of Drainage Authorities have issued a model policy document for the Board's Risk Assessment. The format is in the form of a 3 x 3 matrix which evaluates the likelihood of an event happening against the consequence of the event happening. A draft updated Risk Assessment for the Board on this basis has been prepared which Members considered at the meeting.

It was noted that the Risk Assessment can be updated as new risks are established and mitigated. The Risk Assessment has been updated with the comments following the report of the Boards Internal Auditor's Report/Letter. It now also includes the Public Sector Cooperation Agreement (PSCA) which has only recently been introduced. This has been seen to be an important factor to be able to progress IDB Main River maintenance work such as on the Old Fleet Foss.

The Board Members reviewed this document and considered the higher risk matters, which were highlighted in the report. This included the business risk of not delivering maintenance works if machine drivers were not available.

The Clerk informed the Board that the Audit required the Board to formally consider and approve its Risk Assessment for 2016/2017.

BUSINESS RISK ASSESSMENT POLICY

Mr G H Smith proposed that the Board adopts and approves this policy for financial year 2016/17.

Mr R F Hildreth seconding the proposal which was UNANIMOUSLY AGREED by the Board.

PRECEPT

The Clerk informed Members that progress has now been made with the Environment Agency to maintain the Old Fleet Foss. This has occurred with the Agency provided funding for maintenance work under the Boards Public Sector Cooperation Agreement. In view of this as the Old fleet Foss has now been maintained the Board has now paid the outstanding sums retained from its earlier precept payments.

AUDIT

The Clerk reported that the audit return to the Board had not been returned in time for review at this meeting. It will however be included on the Agenda for the next meeting when it has been returned.

CORRESPONDENCE

ADA Conference

The Clerk had circulated a copy of the ADA National Conference meeting notification with the Agenda. The Clerk further informed the Board that he was making travel arrangements and booking for Members wishing to attend this conference on Thursday 17th November. The Board AGREEING to pay for the travelling costs and conference fees for any Members wishing to attend.

The Clerk will be attending on behalf of the York Consortium.

The Clerk advised Members that beyond the notification above there had been no correspondence of significance received since the date of the last Meeting.

PLANS

The Clerk referred to the list of Planning Applications commented upon since the last Meeting of the Board, which had been circulated to all Members with the Agenda.

The Clerk also highlighting that the Miscellaneous and Outside the Board's Drainage District Plans Report has been provided in a new format in a similar way to the planning applications in the District to reduce the information provided in the Board's pack.

The Board approved the comments.

(SEE APPENDIX TO MINUTES)

CONSENTS

The Clerk referred to the list of Consents Applications granted since the last Meeting of the Board, which had been circulated to all Members with the Agenda.

Poplar Farm – Mr Makin

The Clerk reported on the circumstances of the Board not granting Consent to a land drainage scheme. The Board however has become aware that the applicant has progressed the scheme being aware that the Boards Consent has not been granted. The details and location of the work being provided at the Meeting. In view of this the Board needs to consider its approach in dealing with the scheme.

The Chairman proposed in view of the nature of the work the Clerk and himself should consider the matter further. This could possibly also include meeting with Mr Makin to discuss. This proposal being ACCEPTED by the Board

The Board approved the consents granted.

(SEE APPENDIX TO MINUTES)

BANK STATEMENTS

The Clerk produced the Bank Statements for the Board's Current Account and Business Premium Account showing an aggregate credit balance of £415,096.81 with Barclays Bank as at the 9th September 2016.

The Yorkshire Bank account has an additional credit balance of £84,571.18. The Board placing funds into a twelve month deposit account which is achieving 1.0 % gross per annum.

The Nationwide Building Society account has an additional credit balance of £70,989.49. The Board placing funds into a twelve month deposit account which is achieving 1.2% gross per annum.

The total balance of the Boards funds held in these accounts is £570,657.48.

Members discussed the level of balances held.

ACCOUNTS FOR CONFIRMATION

The Clerk referred to the list of accounts paid since the date of the last Meeting, which had been circulated, to all Members with the Agenda. The list was considered by Members and a number of questions asked.

It was RESOLVED that payment of these accounts be confirmed.

The Clerk noted that the Board had given notice to Berendsen to terminate the contract because of the increasing contracted cost. The company provides a uniform and laundry service to the Board.

RESPONSIBILITY
FOR
WATERCOURSE
BANKS

The Chairman introduced this item in relation to bank instability and potential failure.

The Clerk confirmed that usually with bank instability it was a riparian owner responsibility to maintain watercourses. The Board has permissive powers under Section 14 of the Land Drainage Act 1991 to conduct maintenance works. However it is noted the Boards powers are permissive and it has a choice depending on the circumstances if it chooses to exercise its powers.

Mr C Clayton asked the Clerk specifically if a landowner could be responsible for an opposite bank.

The Clerk responded that the Board was unable to respond to this specific question.

Mr C Clayton stated he believed that the Board should have an emergency plan should banks fail in order to address the situation.

The Chairman asked the Clerk to look into producing a legally based policy which can be used on the basis of a bank failure occurring. The Clerk to establish how much a study of this nature would cost to produce.

The Clerk confirmed this would need to be a new engagement with a legal firm.

Members AGREEING to the approach suggested by the Chairman.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT
MEETING

It was AGREED that the next Meeting of the Board will be held at the Copmanthorpe Methodist Church, Main Street, Copmanthorpe on Monday 7th November 2016 commencing at 6.30pm.

FUTURE MEETINGS

Monday 16th January 2017 Annual General Meeting
Monday 13th March 2017
Monday 12th June 2017

ANY OTHER
BUSINESS

There was no other business and the Meeting was closed.

(APPENDICES TO FOLLOW)

