

MINUTES of Meeting held on Tuesday 22<sup>nd</sup> October 2019 at the Village Club, Escrick, York

PRESENT

Cllr J Cattanach (In the Chair)

Mr A Dear

Mr J Daniel

Cllr J Deans

Mr K W Terry

Mr W A Jacques

Mr J R Bramley

Ms T Fawcett

Mr J Deans

Cllr P Welch

Cllr S Duckett

Mr S Wragg

Mr A Vevers

The Clerk – Mr W Symons

Engineering Assistant – Mr N Culpan

Natural England – Mr S Christian

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr J Hopwood Mr R Bramley Mr R E Britton, Cllr Mr Crane, Cllr R Musgrave Cllr K Ellis and Mrs K McSherry.

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 MEETING

It was proposed by the Chairman, seconded by Mr S Wragg and UNANIMOUSLY AGREED that the Minutes of the Meeting held on the 18<sup>th</sup> June 2019, 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 matters arising from the Minutes that were not covered in the main agenda.

FINANCE SUB-COMMITTEE MINUTES 1<sup>st</sup> OCTOBER 2019

The Chairman presented the Minutes of the Meeting of the Sub-Committee held on the 1<sup>st</sup> October 2019, a copy of which with all relevant attachments had been sent to all Members with the agenda.

The Chairman ran through and summarised the items included in the Minutes of the Meeting one page at a time.

Mr A Vevers explained problems navigating the electronic Agenda and supporting documents.

The Clerk will look into improving how this works but may have to purchase software to improve document management.

Members discussed the problems and cost of obtaining higher speed broadband at the Boards office.

The Chairman proposed acceptance and approval of the recommendations contained within the Finance Sub-Committee Minutes.

The proposal was seconded by Cllr P Welch. and UNANIMOUSLY AGREED by the Board.

## MEMBERSHIP

### Mr B Marshall

The Clerk informed about the sad loss of Mr B Marshall, previously a Barlby Councillor on Selby District. He had been a Board Member from 29<sup>th</sup> June 1999.

The Clerk further informed about attending his funeral and noted the numbers attending. The loss however creates a vacancy in the Board's Finance Committee. This matter will be given further consideration by the Board at its next meeting.

### Mr C Ellwood

The Clerk informed the Board of the loss of Mr C Ellwood an old long serving Member of the Board. He had written to Mr Ellwood's family on behalf of the Board. Mr J Ellwood responded sending a card, thanking them for the recognition of Mr C Ellwood's service. The card being circulated at the meeting.

## RATES

The Clerk reported that up to the 17<sup>th</sup> October 2019 the following rates had been collected:

(a) Special Levy	-	£ 200,701.29	(50.0%)
(b) Direct Levy	-	£ 82,206.22	(98.7%)
		<u>£ 282,907.51</u>	

The Clerk advised the Board that final reminders have been issued and pre action protocol letters will be progressed shortly in accordance with the Boards policy.

The Clerk provided a list of outstanding accounts to the Chairman at the meeting. The Board having raised £7,471.02 since the date of the last meeting.

The Engineering Assistant reported on the work which had been carried out since the date of the last meeting. This was included in a Maintenance Report circulated with the Agenda. He went through the report providing further details on the matters raised. As ground conditions had deteriorated some land may not be accessed if wet and the work may have to be carried out next year.

### **Works Near Derwent Light Railway**

Mr A Dear asked about work near the Derwent Light Railway Culvert.

The Engineering Assistant hoping to investigate shortly

### **Bishops Meadow Drainage**

Mr K W Terry highlighted his continuing concerns in relation to Bishops Meadow drainage and the difficulties of draining the water to the Pumping Station.

The Clerk noting that this matter had been considered previously and it was agreed that a disproportionate cost would be required to deliver the improvements requested by Mr K W Terry (Sub Committee meeting dated 28<sup>th</sup> May 2019).

The Chairman asking the Engineering Assistant to discuss the matter outside the meeting with Mr K Terry.

The Clerk advised that claims had been made to the Environment Agency for the 2018/19 upland water ditch maintenance works. This was made on the basis of the sum of £5,106.33. The Clerk believing that a payment is proposed at a payment of 100%.

The Clerk informed in 2017/18 93.67% was paid at £3,642.90 and 2016/17 89% was paid at £2,508.46. This highlighting the importance of this income and how it has increased with the larger percentages paid. This however gives no certainty that the percentages will remain at this level in the future. However, the Board supports and appreciates the recommendation of the RFCC.

The Clerk advised that there had been no reportable incidents (RIDDOR) to the Health and Safety Executive.

The Board will be providing training. The training provided being listed in the Assistant Engineers report. The Board also planning further health and safety refresher courses when required.

## **UPLAND WATER CONTRIBUTIONS FROM THE ENVIRONMENT AGENCY**

## **HEALTH AND SAFETY**

## ADA LONDON CONFERENCE

### National Conference

The Clerk reported this will be held on 13<sup>th</sup> November 2019 at the Institute of Civil Engineers in London and informed the Board that it has made travel arrangements and is booking places for Members wishing to attend. A copy of the meeting information was circulated with the meeting agenda.

The Board has already AGREED to pay for reasonable travelling costs and conference fees for any Members wishing to attend.

The Clerk reported that Ms T Fawcett will be attending and he will be attending on behalf of the York Consortium of Drainage Boards Member Boards.

### ADA Northern Branch Meeting – 5<sup>th</sup> March at Howden

The Clerk informed this meeting was being organised as a think tank. This proposed to seek two representatives from each Board in the Northern Branch Area. The aim is to discuss a coordinated approach to IDB matters and local problems relevant to the Northern Branch area.

### ADA Northern Branch Summer Conference

The Clerk informed a Summer Conference and trip is also planned on 5<sup>th</sup> June 2020. This includes a visit to the Vale of Pickering to view the ‘slowing the flow’ Natural Flood Management Project.

## CORRESPONDENCE

### Ministerial Letter – IDB1 Submissions

The Clerk had included with the Agenda a letter from the Minister and a summary of Internal Drainage Boards IDB1 forms returns and an analysis Defra had carried out.

Members noting its content and conclusions drawn.

The Clerk advised Members that there had been no further 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 report on the planning responses were received by the Board Members and noted.

**(SEE APPENDIX TO MINUTES)**

## CONSENTS

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

The report on the consent responses were received by the Board Members and noted.

### **(SEE APPENDIX TO MINUTES)**

## BANK STATEMENTS

The Clerk produced the Bank Statements for the Board's Current Account has a credit balance in Barclays of £945,859.37 as at the 4<sup>th</sup> October 2019.

The Yorkshire Bank account has an additional credit balance of £150,000.00 in a twelve-month deposit account which is achieving 1.75% gross per annum.

The Nationwide Building Society account has an additional credit balance of £88,902.97 in a ninety-five-day notice account deposit account which is achieving 1.05% gross per annum.

The total balance of the Boards funds held in these accounts is £1,184,762.34.

The Clerk noted that these funds include the Coal Authority balances and deposits for the on-going and rechargeable works, which are £50,500.

## NEXT MEETING

It was directed that the date of the next Meeting of the Board is to be at the Escrick & Deighton Club on Tuesday 28<sup>th</sup> January 2020 which will be the Annual General Meeting.

## FUTURE MEETINGS

Tuesday 16<sup>th</sup> June 2020

Tuesday 13<sup>th</sup> October 2020

The Clerk stated that should members wish to have a tour of inspection of the Boards district and works this could be arranged. This could be discussed at the AGM on 28<sup>th</sup> January 2020.

The Engineering Assistant offering to take members out individually if they wish to see particular aspects of the Boards work.

## ANY OTHER BUSINESS

### Natural England

The Clerk introduced Mr S Christian from Natural England to the meeting and asked if Mr S Christian could be considered to become Natural England's Nominated Member (as a landowner) on the Board.

The Chairman asked if this matter could be given formal consideration at the next meeting of the Board.

## **Biodiversity Action Plans**

Mr A Vevers asked about the Boards Biodiversity Action Plan.

The Clerk highlighting this was available on the Boards website. However, it will require updating in the near future when further guidance has been provided by the Association of Drainage Authorities (ADA).

There was no other business and therefore the meeting was closed.

**(APPENDICES TO FOLLOW)**