

Ouse & Derwent
Internal Drainage
Board.

MINUTES of Meeting held on Tuesday 16th June
2015 at the Village Club, Escrick, York

PRESENT

Mr J Hopwood (In the Chair)

Mr A Dear

Mr W A Jacques

Mr K Atkinson

Mr J Daniel

Mr B Smith

Mr R D Pearcy

Mr I Ellwood

Mrs K McSherry

Cllr J Cattanach

Cllr R W Bramley

Mr A Vevers

The Clerk – Mr W Symons

Engineering Assistant – Mr N Culpan

Member of the Public – Cllr D Martin

– Dunnington Parish Council

APOLOGIES FOR
ABSENCE

Apologies for absence were received from Mr R E
Britton, Mr K W Terry, Cllr B Marshall and Cllr J Brooks.

MEMBERSHIP

Board Council Nominations

The Clerk confirmed he had received Emails from
Selby District Council and York City Council regarding its
Nominations to the Board. These remained the same except
for the addition of Cllr Mrs E Casling as a Nominated
Member from Selby District Council. It was also confirmed
that Mrs K McSherry will continue as a nominated Member
from Selby District Council along with Cllr W S Inness
standing down.

It was further reported that in addition to the current
Members from York City Council, Mr A Vevers from
Fulford Parish Council had also been nominated.

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 Mrs K McSherry, seconded by Cllr J Cattanach and UNANIMOUSLY AGREED that the Minutes of the Meeting held on the 3rd February 2015, 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.

FINANCE SUB-COMMITTEE MINUTES

The Chairman presented the Minutes of the Meeting of the Sub-Committee held on 2nd June 2015, a copy of which had been sent to all Members.

The Chairman ran through and summarised the items included in the Minutes of the Meeting.

Cllr J Cattanach proposed acceptance and approval of the recommendations contained within the Finance Sub-Committee Minutes. The proposal was seconded by Mr J Daniel and the proposal was UNANIMOUSLY AGREED by the Board.

MATTERS ARISING

Board Accounts for Financial Year 2014/15

The Clerk informed the Board that the accounts for the year-ending 31 March 2015 had been internally audited and the Audit Commission's Annual Return for the same period had been completed. This information was considered at the Board's Finance Sub-Committee on 2nd June 2015.

Copies of the accounts were circulated with the meeting agenda.

The Board considered these documents. It was proposed by Cllr J Cattanach, seconded by Mr J Daniel and UNANIMOUSLY AGREED that the Chairman and Clerk are AUTHORISED to sign:

1. The balance sheet of the accounts;
2. To further sign the Audit Commission's Annual Return, which includes:

Section 1 – Statement of Accounts and
Section 2 – Annual Governance Statement.

The Clerk noted that the Boards external auditors where now Littlejohns LLP, to whom the documentation will be submitted.

RATES

The Clerk reported that as at the 15th June 2015 the following rates had been collected:

- (a) Special Levy - £ 198,701.03 (50.0 %)
 - (b) Direct Levy - £ 75,172.70 (90.9%)
- £ 273,873.73

The Clerk advised that the Board's 'direct debits' have been drawn and the first reminder letters have also been issued and sent. Final reminders will be issued in September on all land where no queries were pending.

MAINTENANCE WORKS

The Engineering Assistant reported on the maintenance work carried out since the date of the last meeting of the Board. A maintenance report was circulated to Members with the Agenda. The Board maps were displayed in the meeting for Members inspection showing the extent of the work being carried out.

Actions from the Maintenance Report

Flail Mowing

The Engineering Assistant reported the Board has covered the uncertainty of recruiting a new person to the workforce. The Board requiring a suitably trained person to use the Boards Herder tractor flail. This has been covered by tendering with a view to contracting the whole of the Boards flailing work out. The Board however may do some flailing work and this option is stated in the Boards tender documentation. Given the size of the works it is intended to appoint more than one contractor with the work being awarded in a subdivided area. This will insure individual contractors are not overloaded for the resources they have and reduce the risk of the work not being completed. The budget set aside for flailing works (contractor) is £21,000. It is possible that the work will exceed this, but a saving is expected to be made on the weed cutting/maintenance works. The Board AGREEING to this proposal.

Stillingfleet Pumping Station

The Assistant Engineer reported that the plans are being progressed to replace two pumps.

Kelfield Ings Clough Door

The Board accepted the replacement of the flap in sum of £2,410 plus VAT and including fitting. The Boards workforce removing the existing.

Elvington Pumping Station

The Board accepted the installation cost of a time clock at roughly £450 plus VAT to occasionally spin the pumps to help sustain pump availability.

CROSS COMPLIANCE PUMPING STATIONS

The Clerk had circulated with the Agenda a copy of a letter written by the Board and agreed by ADA regarding Cross Compliance requirements for 2015. The Cross Compliance rules, creating an extended embargo on hedge and tree cutting until September. In summary, the letter confirms that when an IDB carries out statutory work it is exempt from this requirement. The Board has sent a copy of this letter to all ratepayers with its rate demands confirming the position of IDBs for statutory work.

HEALTH AND SAFETY

The Clerk confirmed that no reportable incidents to the Health and Safety Executive (RIDDOR) have occurred since the last Meeting.

The Clerk noted the second instalment of first aid training across the Consortium. The training was also being shared with Vale Engineering.

STAFF PAY AGREEMENT

Pay Award 2015/2016

The Clerk advised the Board that the ADA Lincolnshire Branch have had pay negotiations for 2015/2016 and a 1.00% increase on all grades has been agreed as from the 1st April 2015. This however has not been agreed with the Unions. This increase in pay has been applied to the Board's Workforce from 1st April 2015.

Consortium Staff

The Clerk reported that the Board's Planning and Consenting Officer has given notice that he wishes to leave towards the end of July. The Clerk will be seeking to recruit and train a replacement.

Workforce

The Clerk reported that the Board's vacancy has been filled by Wayne Livsey. The new recruit comes from a farming background and has machinery operational experience as required by the Board.

ELECTION

The Clerk informed the Board that approval of the Register of Electors has been advertised in the York Press. The cost of the advert is being shared with two other Consortium Boards who are also running an election in the same year. The Clerk will be issuing nomination forms in August to existing agricultural members and any other nomination forms as required. The closing date for submission of nomination forms is 25th September 2015. If an election is then required this will be on 23rd October 2015 and the new Board will be in place on 1st November 2015.

ADA NORTHERN BRANCH CONFERENCE

The Clerk reported on the ADA Northern Branch Conference, which was held on 29th May at the Cave Castle Hotel, South Cave, Brough. This was attended by the Clerk. The conference included presentations on the River Hull Strategy and telemetry developments for remote monitoring.

It was also agreed at the Branch Meeting at the Conference that ADA Northern Branch Boards would each contribute to the Branch expenses the sum of £150. This included promoting ADA Branch activities such as attending the Great Yorkshire and Driffield Shows.

CORRESPONDENCE

ADA National Conference

The Clerk reported that ADA had informed the Board its annual conference will be held in London on 11th November 2015. At this stage the cost is uncertain but the Board usually accepted the payment for the conference fee and train/travelling expenses to attend. The Board AGREED to fund Members conference fees and traveling costs if required. The Clerk reported that he would be attending on behalf of the Consortium.

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. It being noted that the number of planning applications being made appears to be increasing recently.

The Clerk informed the Board that Lord Deramores Primary School in Heslington had recently applied for planning. The Board has objected to the planning application regarding the discharge of surface water. This is because the proposal includes a discharge into Germany Beck. This appearing to divert the schools surface water discharge from the Yorkshire Water sewer network along with the Board having concerns about the discharge volumes proposed. The Board however believes that planning consent has been granted for the application. It is however unclear if the consent includes any conditions which would protect the Boards interests.

Mr R D Pearcy offered to show the Clerk how the drainage system from the area works on site.

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 Consent Applications commented upon since the last Meeting of the Board, which had been circulated to all Members with the Agenda.

Germany Beck Village

The Clerk informed the Board that a consent application has been received and discussions are on-going with the sub-committee to decide the Boards action on this matter.

(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 £992,553.94 with Barclays Bank as at the 5th June 2015.

The Yorkshire Bank account has an additional credit balance of £80,000. The Board placing funds into a twelve month deposit account which is achieving 1.2% gross per annum.

The Nationwide Building Society account has an additional credit balance of £85,000. The Board placing funds into a twelve month deposit account which is achieving 1.4% gross per annum.

The total balance of the Boards funds held in these accounts is £1,161,530.69.

The Clerk noted that these funds include the UK Coal and Coal Authority balances and deposits for the ongoing and rechargeable works, which are £58,886.50.

BANKING
ARRANGEMENTS

The Clerk made reference to the Boards investments and the policy of reducing funds to below £85,000 with the Yorkshire Bank. He further informed the Board about a Beverley Building Society account for a one year investment which was currently achieving a 1.1% gross income.

Cllr J Cattanach proposed that the Board should open a Beverley Building Society deposit account with the Boards funds up to a sum of £85,000. The proposal being seconded by Mrs K McSherry and UNANIMOUSLY AGREED by the Board.

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 20th October 2015.

FUTURE MEETING

The Boards Annual General Meeting will be held on 2nd February 2016.

ANY OTHER
BUSINESS

Consortium Management Committee Meeting

The Clerk reported that a meeting was held on 17th February which was attended by the Chairman and Cllr J Cattanach. A copy of the Consortium Agreement was made available at the meeting for Members to view if they wished. It was also noted by the Clerk that the Boards office lease had been renewed.

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

(APPENDICES TO FOLLOW)

The Chairman announced that Mr C Crowe will be doing a presentation to the Board following the meeting regarding the work of the Coal Authority.

