

MINUTES of Meeting held on Tuesday 16<sup>th</sup> October 2018 at the Village Club, Escrick, York

PRESENT

Mr R E Britton (In the Chair)  
Mr J Hopwood  
Mr J Daniel  
Cllr J Deans  
Mr A Dear  
Mr K W Terry  
Mr W A Jacques  
Mr K Atkinson  
Mr J R Bramley  
Mr J Daniel  
Mr B Smith  
Mr I Ellwood  
Cllr B Marshall  
Cllr J Deans  
Cllr J Brooks  
Mr S Wragg  
Mr A Vevers

The Clerk – Mr W Symons  
Engineering Assistant – Mr N Culpan

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mrs K McSherry and Cllr J Cattanaach.

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 Cllr B Marshall, seconded by Cllr J Deans and UNANIMOUSLY AGREED that the Minutes of the Meeting held on the 19<sup>th</sup> June 2018, 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  
2<sup>ND</sup> OCTOBER 2018

The Chairman presented the Minutes of the Meeting of the Sub-Committee held on the 2<sup>nd</sup> October 2018, 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.

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

The proposal was seconded by Cllr J Deans and UNANIMOUSLY AGREED by the Board.

ELECTION

The Clerk informed the Board that approval of the Register of Electors has been advertised on the Boards Website. The Clerk issued nomination forms in August to existing agricultural members and any other nomination forms as required. The Clerk stated that nomination forms had been returned. As the new Board comes into force on 1<sup>st</sup> November 2018 new nominated members will be at the AGM in January.

The Clerk as the election returning officer informed at the meeting that as the number of nominations had not exceeded the number of elected member's positions an election is not required. The Election of the Chairman and Vice Chairman will be carried out for a potential three year term at the Boards Annual General meeting to be held on 29<sup>th</sup> January 2019. This being the first meeting of the Board following the election. The Clerk further noting the number of vacancies on the Board as 4 in district 1, 5 in district 2 and 1 in district 3. The Clerk noting the change in Escrick Park Estates nominated Member and also the Nomination of Mr R Bramley to the Board filling one of the current vacancies.

Election Advert

The Clerk informed the Board that the outcome of the Boards election will be advertised shortly on its website as required. The Clerk noting the required content which includes the details of the elected Members names and addresses.

RATES

The Clerk reported that up to the 17<sup>th</sup> October 2018 the following rates had been collected:

(a) Special Levy -	£ 200,213.19	(50.0%)
(b) Direct Levy -	£ 80,132.24	(96.4%)
	<u>£ 280,345.43</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 £5,568.03 since the date of the last meeting.

## MAINTENANCE REPORT

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. The Engineering Assistant providing maps on display at the meeting to show the work carried out. He further went through the report providing further details on the matters raised.

### Tunnel Drain CCTV work

The Chairman raised in relation to the survey work that Cherry Wood Crescent no 62 – 132 needs looking at.

The Engineering Assistant confirmed that the Cross Lane Drain which runs from Lodge Farm is silted up and needs jetting to be able to camera the drain for which dry access is required for the equipment. A further report will be provided on this in the future.

### Excavator Flail Head

Members noted the report on the Flail Head purchase.

## PUMPING STATIONS

### Bishops Meadow Drain – Low Level Water Flow Issue

The Engineering Assistant highlighted the four options in his report. The favoured option is Option 4 to install a 300mm pipe line to bypass all four bridges. The land being in someone else's ownership. The land however has a gas main which needs investigation to establish if it would hinder the installation of the pipe with the gradient required.

The Chairman noted that not enough information was available at the current time to establish the best technical solution in particular the implications of the gas pipe. This along with how the work could be funded.

The Clerk noted that the cost of the works from the estimates provided is likely to cost in excess of £10,000.

Mr K Terry noted that he believed the solution is to cut the invert structure sill of the Bridge as the cheapest solution.

The Assistant Engineer noted that the four Bridges are in private ownership and that Agricultural equipment was getting heavier and heavier using the bridges. He believes that the Board should not conduct work on the bridges in case of future failure even if not attributable to work of the Board.

Mr K Terry believing that the work was reasonable to the bridge inverts and the work needed doing as soon as possible.

The Chairman asked Mr K Terry if he was prepared to cover the liability (possibly with insurance) of removing the invert structure of the bridge.

Cllr J Deans and Mr B Smith believed that the Board should take the advice of the Boards Assistant Engineer.

## BIO SECURITY POLICY

The Clerk reported that ADA had prepared a template for a Biosecurity Policy. A draft copy of the template which has been amended by the Clerk has been provided with the Agenda.

The Clerk reported that this had been discussed at the Finance Sub-Committee meeting in relation to the model document that had been produced by the Association of Drainage Authorities. It was considered that with a bit of editing the Board could move towards adopting the document. The Clerk has made these edits and has circulated a copy to members with the Agenda. The Clerk explained that when the Board makes its Annual Return to Defra (IDB1) we are asked to state whether we have a Bio-Security policy in place. Members accepted the document that the Clerk provided.

The Clerk noted that the document can be reviewed and changed in the future.

Cllr J Deans proposed that the Board adopts this policy.

Mr A Vevers seconding the proposal of Cllr J Deans which was UNANIMOUSLY AGREED by the Board.

## UPLAND WATER CONTRIBUTIONS FROM THE ENVIRONMENT AGENCY

The Clerk advised that we have had difficulty getting the funds from the Environment Agency. It was explained this had occurred because of changes in the Agency process of payment. However the Clerk informed members that last year's upland water has now been paid. Claims had been made to the Environment Agency for 2017/18 upland water ditch maintenance works. This will be made on the basis of the sum of £3,642.90. An overall payment will be made of £3,412.30 which is a percentage of 93.7 % of the Boards claim. This being a higher percentage paid in the year prior at 89% in the sum of £2,508.46.

## HEALTH AND SAFETY

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

## ADA LONDON CONFERENCE

The Clerk informed the Board that he was making travel arrangements and booking for Members wishing to attend the London ADA Conference on Wednesday 14<sup>th</sup> November 2018. A copy of the meeting information was circulated with the meeting agenda.

The Board AGREEING to pay for the travelling costs and conference fees for any Members wishing to attend.

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

## CORRESPONDENCE

### ADA Northern Branch Meeting

The Clerk advised that there will be an ADA Northern Branch Meeting in January 2019 which is likely to be held in Howden.

The Clerk advised Members that 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 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 £1,021,595.67 as at the 5<sup>th</sup> October 2018.

The Yorkshire Bank account has an additional credit balance of £86,938.93 in a twelve month deposit account which is achieving 1.2% gross per annum.

The Nationwide Building Society account has an additional credit balance of £87,995.00 in a ninety five day notice account deposit account which is achieving 0.85% gross per annum.

The total balance of the Boards funds held in these accounts is £1,196,529.60.

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 29<sup>th</sup> January 2019 which will be the Annual General Meeting. One of the first things on the agenda will be to elect a Chairman and Vice Chairman for the next three year period and to also welcome new members to the Board.

## FUTURE MEETINGS

Tuesday 18<sup>th</sup> June 2019

Tuesday 22<sup>nd</sup> October 2019

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 29<sup>th</sup> January 2019.

## ANY OTHER BUSINESS

### Playgroup Drainage Problems at South Duffield

Mr K W Terry raised an issue that the Clerk at Cliffe and South Duffield Parish Council had made to him. The playgroup was experiencing some problems at back of the institute. The Engineer explained that this area was looked at about 8 years ago as it had suffered slippage. To culvert this area would have been a cost of about £30,000 for a length of roughly 12 metres. However no one has approached the Board regarding this issue.

### Osgodby Syphons

Mr K Terry also raised the issue regarding the concerns of Mr Wiles and the syphon under the railway. The matter has been considered in the Sub Committee Meeting under Osgodby syphons and Newlands Pumping Station.

The Engineer explained that this area had been cleared and that there will be a period where the water will be higher than normal due to being able to remove the weed.

Mr A Dear noted that the inlet to the Osgodby syphons was constrained by a structure which had historically had a grill on it. The structure potentially holding water up if levels become lower downstream.

The Engineering Assistant believing this was in place to prevent debris entering the syphon.

Mr A Dear raised that the watercourse further upstream went under a track which was the old route of the Derwent Valley Railway and the culvert of this was higher than the bed level of the watercourse. It was agreed that the Engineer would go out and look at this element of concern and report back at the AGM in January.

### **Planning Consultation – Olympia Mills**

Cllr B Marshall noted a consultation will be held in November regarding the development of Olympia Mills in Selby.

### **Members Last Meeting**

The Chairman thanked Mr B Smith for his attendance and help at the Board meetings and wished him all the best in the future.

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

**(APPENDICES TO FOLLOW)**