

MINUTES of the Annual General Meeting held on Tuesday 28<sup>th</sup> January 2020 at the Village Club, Escrick, York

PRESENT

Cllr J Cattanach (Chairman)  
Mr A Dear  
Mr K W Terry  
Mr W A Jacques  
Mr J R Bramley  
Mr J Daniel  
Ms T Fawcett  
Mr R Bramley  
Mr R E Britton  
Cllr M Crane  
Mrs K McSherry  
Mr J Deans  
Cllr P Welch  
Cllr S Duckett  
Cllr R W Bramley  
Mr S Wragg  
Mr A Vevers  
Mr J R Bramley

The Clerk – Mr W Symons  
Engineering Assistant – Mr N Culpan  
Mr S Christian – Natural England

APOLOGIES FOR ABSENCE

Cllr J Cattanach welcomed Members to the Board meeting. Apologies for absence were received from Mr J Hopwood, Cllr K Ellis and Cllr R Musgrave.

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.

MEMBERSHIP

The Clerk informed that Mr S Christian wished to become an elected Member of the IDB. This through Nomination from Natural England as a landowner in the Drainage District. He further noted the Board had a current vacancy but in the future the number of Members will reduce when the Board is reconstituted.

Mr S Christian introduced himself and explained his position and responsibilities working for Natural England.

Mr R E Britton proposed that Mr S Christian could become a Board Member and fill the current vacancy.

MINUTES OF  
MEETING 22<sup>ND</sup>  
OCTOBER 2019

MATTERS ARISING

FINANCE SUB-  
COMMITTEE  
MINUTES

Mrs T Fawcett seconded the proposal of Mr R E Britton which was UNANIMOUSLY AGREED by Members.

Mr J Daniel noted he had not been in attendance at the last meeting.

Mr J Deans noted in the Minutes that he was recorded as a Councillor.

The Clerk apologised for the errors.

Members UNANIMOUSLY AGREED that the Minutes of the Meeting held on the 22<sup>nd</sup> October 2019, with the correction of the above, 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.

**Electronic Format Meeting Papers**

Mr A Vevers noted that the Boards meeting papers were still difficult to follow in the meeting when received in electronic format and he offered to highlight how they could be improved.

The Clerk noted that the Board was investing in some new software which should improve the ability to format and manage the documentation sent. This was in the process of being installed and he thanked Mr A Vevers for his offer of help which the Board will take up.

Cllr P Welch asked if he could be included in the electronic circulation list.

**Biodiversity Action Plans**

Mrs T Fawcett asked about the progress in updating the Boards biodiversity action plans.

The Clerk informed that ADA is seeking agreement to an updated biodiversity action plan template. This is intended to be issued for Boards to update the current plans. However to date this template has not yet been provided.

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

The Chairman presented the Minutes of the Meeting of the Sub-Committee held on the 14<sup>th</sup> January 2020, a copy of which had been sent to all Members.

## MATTERS ARISING

The Chairman ran through the items and recommendations and asking if any items require clarification along with seeking approval of the recommendations page by page of the Minutes. He further asked the Clerk to comment on some of the items included in the Minutes of the Meeting.

### Defibrillator

Members asked about the proposal in more detail for the defibrillator and the Boards potential contribution to the purchase cost.

The Engineering Assistant explaining the details.

There were no further matters arising from the Minutes.

Members having considered and accepted the recommendations were carried UNANIMOUSLY.

The Clerk thanked the Sub Committee for making its recommendations on such a large number of items.

## LAYING OF THE RATE & SPECIAL LEVIES

The Chairman informed the Board that he believes the Boards finances are in a good position and pleased that a rate increase is not required. The recommendation remains at 4.38p which has been sustained for at least five years.

Mr J Deans highlighting how he agreed with the Chairman and pleased that the rate had been held for so long.

Members gave consideration to the budget and estimate for the Board's income and expenditure for financial year 2020/21 and the recommendation made by the Finance Sub-Committee. The Board APPROVED the recommendations contained in the Sub-Committee Minutes of the Meeting held on 14<sup>th</sup> January 2020, proposed by Mr J Deans and seconded by Mrs K McSherry which set a drainage rate for the sum of 4.38p in the £.

The Board UNANIMOUSLY RESOLVED that the proportion of their expenditure be raised by drainage rates in respect of agricultural land and buildings by Special Levies on local billing Authorities are 17.10% and 82.90% respectively.

THAT the Drainage Board do hereby make a Drainage Rate for the purposes chargeable thereon assessed on the Annual Value of agricultural land and buildings subject to the provisions of the Land Drainage Act 1991 as hereunder set out that is to say:

AN OCCUPIERS' rate assessed at 4.38p in the £ for the period ending on the 31st day of March 2021.

THAT the Drainage Board do hereby make a Special Levy assessed as hereunder, that is to say:

A Special Levy chargeable to **SELBY DISTRICT COUNCIL** in the sum of £262,645.11, for the period ending on the 31st day of March 2021.

AND a Special Levy chargeable to **CITY OF YORK COUNCIL** in the sum of £139,311.46, for the period ending on the 31st day of March 2021.

AND that the Special Levies shall be payable in two equal instalments on the 1st May 2020 and 1st November 2020.

THAT the purposes for which the said Rate

AND Special Levies are made and the amount in the £. for each of the purposes are as hereunder set out.

AND that the said Rate shall be payable on Demand.

AND that the seal of the Board be affixed on the said Rate and Special Levies accordingly.

AND that the Clerk be and is hereby authorised to take all necessary steps to demand and collect the said Rate.

<u>PURPOSES</u> under the Drainage Act 1991 for which the Rate mentioned is made.	<u>AMOUNT</u> of the Land Rate in the £. for the Occupiers' Rate.
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|--|---|-------|
| a) Expenses of Administration under this Act.            | ) | )     |
| b) Works of maintenance under the said Act.              | ) | )     |
| c) Improvement of existing works under the said Act.     | ) | )     |
| d) New works under the said Act.                         | ) | )     |
| e) Precept of the Environment Agency under the said Act. | ) | )     |
|  |   | 4.38p |

## MAINTENANCE WORK

The Engineering Assistant had circulated a report to Members at the meeting along with maps of the Boards maintenance works for reference at the meeting.

The Engineering Assistant ran through the items raised in the report.

### Bishops Meadow Drain

Mr K Terry highlighted his concerns at Bishops Meadow Drain about how water can be got to the pumping station more quickly.

## Watercourse Margins

Members discussed the benefits of having field margins next to watercourses and how these are being lost to arable crops when the stewardship schemes are ending.

Mrs T Fawcett noted that she had been working with the Engineering Assistant and had helped select a bespoke seed mix which when used on margins will be a wider benefit to wildlife corridors if used more widely when reseeded is required.

Mr S Christian noted the changes with basic payment schemes being phased out. He also highlighted the current uncertainties what will be included in any replacement schemes.

## HEALTH & SAFETY

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

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

## BANK AND BANKING ARRANGEMENTS

The Clerk informed the Board that Barclays Bank were now charging bank charges to the Foss (2008) IDB and thus a recharge is being made to the Board for electronic bank transfers. The Board however is not being charged directly for its other banking.

The Clerk produced the Bank Statements for the Board's Current Account showing an aggregate credit balance in Barclays of £918,264.87 as at the 10<sup>th</sup> January 2020.

The Yorkshire Bank account has an additional credit balance of £150,000 in a twelve month deposit account which is achieving 1.75% gross per annum.

The Nationwide account has an additional credit balance of £89,138.47 in a 95 day notice account which is achieving 1.05% gross per annum.

The total balance of the Boards funds held in these accounts is £1,157,403.34 slightly down on last year's balances which were £1,184,480.22.

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

CORRESPONDENCE

**ADA Northern Branch Meeting, Howden – 5<sup>th</sup> March**

The Clerk informed this meeting was being organised as a think tank at the Masonic Hall in Howden. 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 important in the Northern Branch area to confirm, prioritise and progress relevant local problems relevant to IDBs.

**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.

**Floodex 2020**

The Clerk informed that ADA were organising another Floodex conference at Peterborough East of England Showground on 26<sup>th</sup> & 27<sup>th</sup> February, anyone wishing to attend please let the Clerk know.

Members agreed that any Member wishing to attend that appropriate expenses such as travel to be reimbursed.

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

**(SEE APPENDIX TO MINUTES)**

**DATE OF NEXT MEETING**

It was directed that the date of the next Meeting of the Board is to be at **The Escrick & Deighton Club on 16<sup>th</sup> June 2020.**

**FUTURE MEETINGS**

It was also noted that a date for a future meeting will be on Tuesday 13<sup>th</sup> October 2020.

It was also noted that Finance Sub Committee Meetings are proposed on 26<sup>th</sup> May 2020 and 29<sup>th</sup> October 2020.

**ANY OTHER BUSINESS**

The Clerk reported that up to the 27<sup>th</sup> January 2020 the following rates had been collected:

(a) Special Levy	-	£ 401,402.55	(100.0%)
(b) Direct Levy	-	£ 82,757.61	(99.0%)
		<u>£ 484,160.16</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.

There was no other business and the Meeting was closed at 11.05am.

**(APPENDICES TO FOLLOW)**