

MINUTES of Meeting held on Monday 26th October 2020 via Microsoft Teams Online Meeting due to Global Pandemic. No attendance at the Strensall and Towthorpe Village Hall, Northfields, Strensall, York

PRESENT

Mr J P Coverdale (In the Chair)

Mr S Stark

Mr D R Brotherton

Mr D J E Sherry

Mr M Cockerill

Mr M Kemp

Mr R J Burnett

Mr D M Crossley

Mr S Wragg

The Clerk – Mr W Symons

Engineering Assistant – Mr N Culpan

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr P E Clark, Mrs S Wiseman, Mr C Chambers, Cllr Mr T Fisher, Mr I Ridsdale and Cllr D Sykes. Mr C Chambers and Cllr Mr T Fisher were unable to join the meeting due to computer problems.

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 with the Clerk for update as required.

MINUTES OF LAST MEETING

It was RESOLVED that the Minutes of the Meeting held on the 7th September 2020, 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 which were not covered in the Agenda.

HEALTH AND SAFETY

The Clerk confirmed no reportable incidents had occurred since the last meeting which would require reporting to the Health and Safety Executive (RIDDOR).

RATES

The Clerk reported that since the report of the last meeting a sum of £400.59 in agricultural drainage rates had been collected. The total rates now collected up to the 14th October 2020 are as follows:

(a) Special Levy	-	£302,293.88	(96.6%)
(b) Direct Levy	-	<u>£ 47,634.61</u>	(95.0%)
		<u>£349,928.49</u>	

The Clerk reported that the remainder of the Special Levy from East Riding of Yorkshire Council is due to be paid shortly.

The Clerk reported that final reminders had been sent out. This includes the Boards Pre-Action Protocol information and the relevant forms for debtors to complete in the relevant time periods. A list of outstanding rate accounts was available with the Clerk at the meeting.

The Clerk will progress court action if required in line with the Boards policy for sums outstanding over £15. This follows the issuing of final reminders provided no queries or land transfers are outstanding.

MAINTENANCE WORKS

The Engineering Assistant had circulated a report with the Agenda which he ran through highlighting the items raised. He however was unable to display maps at the virtual meeting of the work carried out.

Habbig Tree Shears

The Engineering Assistant reported that the tree shears have now been ordered but the agreed price for the purchase was not correct in his report.

4X4 Pick Up Truck Purchase

The Engineering Assistant reported that to improve work efficiency and sustaining the workforce members working independently during the virus pandemic a further pick up was required. Each member of the workforce then having one with the ability to go off road and be able to fuel excavators independently.

To purchase a new one would cost in the region of £23,000 to £26,000 plus VAT. To purchase a newer second-hand one of about two or three years old would be in the range of £17,000 to £18,500 plus VAT. It appearing to be sensible to purchase one second-hand. It was however noted that there was a shortage of low mileage newish pick-ups, for various reasons, so when available were selling quickly. In view of this it was asked if a delegated authority could be given to purchase to the Chairman and advised by the Assistant Engineer.

Mr S Stark asked if the vehicle was to be used for private use. The Engineering Assistant confirmed it was not.

Mr D M Crossley proposed that the Chairman, advised by the Engineering Assistant, has delegated Authority to purchase a second-hand 4X4 pick-up truck in the cost range of £17,000 but not exceeding £18,500 plus VAT. This including the accessories such as sign writing and other requirements required to put it into service.

Mr S Stark seconding the proposal of Mr D M Crossley which was UNANIMOUSLY AGREED by the Board.

MITSUBISHI L200
LEASE PICK UP
TRUCK

Engineering Assistant's Work Pick Up Truck Purchase

The Consortium Member Boards around York have been funding through Foss (2008) IDB a two year 20,000 mile lease on a Mitsubishi L200 pick-up truck. The cost of which is recharged to the three Boards surrounding York. A replacement lease or extended lease appears to be much more expensive so enquires have been made to purchase it towards the end of the lease. The current estimated cost being £18,500 plus VAT.

The Clerk reported that the type of lease did not allow the current lessee to purchase the vehicle directly. In view of this he had obtained authorisation from the Ouse and Derwent IDB to purchase the vehicle and for them to sell it to the Foss (2008) IDB at the same price. The vehicle is in good condition, sign written and clearly equipped for the requirements of the Engineering Assistant and is of a reasonably high specification. The costs of depreciation and running the vehicle will continue to be funded from the three Boards surrounding York under the Consortium Arrangement.

The Clerk informed of the following option costs at the meeting:

- 1) Continue with extended lease – £315.76/month + VAT mileage and time restricted. A new vehicle and deposit is significantly more than the current to start a new lease.
- 2) A new equivalent model is over £30,000 + VAT so with a purchase discount an equivalent will cost £25,000 to £30,000 + VAT.
- 3) Purchase of two years old Mitsubishi L200 – £18,500 + VAT.

Three two year old equivalents as advertised sent as examples with the Agenda:

Isuzu Dmax – £21,000 + VAT

Ford Ranger – £23,400 + VAT

Mitsubishi L200 – £19,750 + VAT

All of which would require signwriting and other accessories probably at an additional cost. There is also apparently a shortage of low mileage newish vehicles at the moment because of the virus pandemic and a drop in the number of vehicles being manufactured.

Mr S Stark proposed the purchase of the current leased Mitsubishi pick-up truck in the sum of £18,500 plus VAT or less as described above.

Mr D Crossley seconding the proposal of Mr S Stark which was UNANIMOUSLY AGREED by the Board.

EXTERNAL AUDIT RETURN

The Clerk referred to a copy of the External Auditors Certificate and Opinion for the accounts for financial year 2019/20. A copy of the External Auditors Certificate and Opinion had been circulated (Section 3 and 4) to Committee Members prior to the meeting with the Agenda.

The Clerk informed Members that the return from the External Auditor does not raise any matters under Section 3 External Auditor Certificate and Opinion 2019/20.

PLANS

Completion of the Audit

The Completion of the Audit has been advertised, as required. The Board acknowledged this outcome.

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 reporting that all this information was now digitised and a copy can be provided after the meeting if required.

Foss Upstream Storage

The Clerk reported that a further response was being sent in relation to the latest consultation on the River Foss upstream storage. He further reported that the details of the planning conditions to be applied if permission is granted is uncertain.

Mr S Wragg reported York City Council were working with Ryedale District Council and heading towards approval. This is following the submission of the additional information by the Environment Agency which is currently being consulted upon.

(SEE APPENDIX TO MINUTES)

CONSENTS

The Clerk referred to the list of Consents granted since the last Meeting of the Board, which had been circulated to all Members with the Agenda. The Clerk reporting that all this information was now digitised and a copy can be provided after the meeting if required.

(SEE APPENDIX TO MINUTES)

BANK STATEMENTS

The Clerk produced the Bank Statements for the Board's Current Account with a credit balance of £522,975.79 with Barclays Bank as at the 16th October 2020.

The Yorkshire Bank account has an additional credit balance of £152,646.57. The Boards now gaining 0.7% gross per annum.

The Nationwide Building Society account has an additional credit balance of £63,226.35. The Board placing funds in a 95 day business saver account which is achieving 0.40% gross per annum.

The total balance of the Boards funds held in these accounts is £738,848.71. It being noted that the balances were higher than usual at this time of the year as the City of York Council had paid its annual precept in full. The interest also on the Boards deposit accounts had fallen with the reduced bank base rate linked into the global pandemic.

ADA

ADA Northern Branch Annual General Meeting – 3rd November – Virtual Meeting

The Clerk informed this meeting was being organised by the Clerk as Secretary but he will be standing for Election as ADA Northern Branch Director. The Meeting being organised by the Clerk as a virtual meeting and details and joining instructions have been sent to all Member email addresses.

ADA National Conference

The Clerk informed a National ADA Virtual Conference is also planned on 11th November 2020 and details have been sent to all Member email addresses.

FLOODEX 2021

The Clerk reported that a Floodex 2021 conference is planned for 7th and 8th April. This possibly could be optimistic if the current pandemic is sustained but it would be intended to be held in Peterborough.

CORRESPONDENCE

The Clerk reported that the York Five Year Flood Risk Investment Plan continues and he attends the meetings when asked. The Foss Barrier door is due to be changed towards the end of the year and upstream storage planning application at Lilling Green is being progressed both with York and Ryedale Councils.

The Clerk reported that no further significant correspondence had been received by the Board since the date of the last meeting.

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.

It was proposed by Mr S Stark, seconded by Mr D Sherry and RESOLVED that payment of these accounts be confirmed.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT MEETING

It was directed that the next Meeting of the Board is due to be held as a virtual meeting on **Monday 4th January 2021** commencing at **1.30pm**.

DATES OF FUTURE MEETINGS

Monday 22nd February 2021
Monday 24th May 2021
Monday 6th September 2021
Monday 25th October 2021

ANY OTHER BUSINESS

Foss Upstream Storage at Lilling Green

Mr S Stark noted that the Foss Upstream Storage Planning Application had a further period of consultation as further information had been provided.

The Clerk informed that he believed this had been provided to consider wider environmental concerns. The consultation being both with York and Ryedale Councils. The Board will provide a further response concerning the additional information and were continuing to try to influence the conditions if planning permission is granted. This is in relation to drainage, future maintenance and the Boards land drainage interests. The Board however is not able to pre-empt the exact wording of the conditions which will be applied. The Board will also need to consider consenting much of the work under both Section 23 of the Land Drainage Act and the Boards Byelaws.

The Chairman informed Mr S Stark that the Clerk would be happy to share the Boards response to this planning application along with any supporting information.

The Clerk informed that the Boards consultation responses to this planning application are available on both Councils planning portal website.

Virtual Meetings

The Clerk informed that Mr C Chambers had been unable to attend the meeting on Microsoft Teams and was asking if the Board could change the software to use Zoom. The problem relating to loading the Microsoft software on an Apple machine.

Mr M Cockerill noted he had problems but they turned out to be related to his internet connection.

The Clerk noted that it was possible to change the virtual meeting software used however Microsoft Teams is the favoured software package with the other Boards who are Members of the York Consortium. Microsoft Teams integrates with other Microsoft packages and software security. In particular Outlook diary scheduling. It is also widely used in the Environment Agency and Defra. He noted to anyone having difficulties loading the software or joining the meetings that he was happy to assist to overcome any problems prior to any future meeting.

Members AGREED that the Board Meetings should stay on Microsoft Teams but noted that some Members were having difficulty joining.

The Clerk thanked Members for their patience and perseverance in joining the meeting.

The Chairman closed the meeting at 2.21pm as there was no other business.

(APPENDICES TO FOLLOW)

CLOSE OF
MEETING