

MINUTES of Meeting held on Monday 13th March 2017 at Copmanthorpe Methodist Church, Main Street, Copmanthorpe.

PRESENT

Mr C E Mills (In the Chair)
Mr A P Sykes
Mr R F Hildreth
Mr J Sanderson
Mr J B Blacker
Mr A Percy
Mr J Bramley
Mr C Clayton
Mr G H Smith
Mr J Tull

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

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr S E Jackson, Mr M Haigh, Mr R Burniston, Cllr J Galvin, Cllr D Carr, Cllr D Mackay and Cllr K Ellis.

MEETING

The Clerk reported that Cllr D Carr had requested that the meeting evening was changed as it appeared to regularly coincide with other formal meetings he had to attend. He was currently unable to attend until September.

Members decided that they wished to keep the meeting dates as proposed.

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 LAST MEETING

It was recommended that the Minutes of the Annual General Meeting held on the 16th January 2017, a copy of which had been sent to all Members, be taken as read and should be approved at the next meeting and signed by the Chairman as a correct record.

MATTERS ARISING

Mr R F Hildreth asked about the fence on the Northfield Drain near Sherbert Lane noted in the last minutes.

The Engineering Assistant reported that the Board had carried some work out replacing some posts as it was only minor work.

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

HEALTH & SAFETY

The Clerk advised that there have been no reportable incidents to the Health and Safety Executive (RIDDOR) since the last meeting. It was further reported that the Clerk and Assistant Engineer were meeting with the Boards Health and Safety Advisor shortly to review Health and Safety which includes a review of the Boards Health and Safety Policy to establish if any amendment is required.

The Clerk informed that the Board was running an in-house course for the Workforce regarding safe working practice with machinery in the vicinity of overhead power lines.

The Clerk informed that a Contractor based in Hull which other Boards of the Consortium sometimes use had a fatal accident in its depot in Hull. This has been reported in the local press and appears to have occurred in relation to loading.

RATES

The Clerk reported that the rates collected up to the 13th March 2017 are as follows:

(a) Special Levy	-	£303,969.13	(100%)
(b) Direct Levy	-	<u>£ 61,812.83</u>	(99.7% +)
		<u>£365,781.96</u>	

The Clerk noted a few accounts were in credit where overpayments have been made. Any outstanding rates will be pursued for payments and any remaining sums or credits at year-end will be included in next year's rate demand.

Mr C Clayton noted a potential change of rate payer in the old South Wharfe district.

The Clerk confirmed he would inform the Ratings Officer.

ENGINEER'S REPORT

The Engineering Assistant had sent a report to Members with the Agenda prior to the meeting. The report was presented and considered by Members. The period of time from the last meeting being quite short so limited work has occurred.

The Meeting Chairman asked about the progress on the Fleet Foss and repairs to the damaged Bolton Percy Flood Bank.

The Engineering Assistant discussing the above along with the current difficulties of purchasing timber for bank works.

Hallgarth Close

The Clerk reported that one of the property owners was progressing a complaint regarding land instability beyond the Boards complaint process.

Landowner in Acaster and Unconsented Works

The Engineering Assistant reported that a landowner had started to carry out unconsented culverting but had not yet backfilled the pipes. The Board had written asking for the work to stop and seeking a consent application. The landowner then visited the Boards offices and was advised what the Board required to be able to consider his consent application. The Board has not as yet had an application made.

PRECEPT

The Clerk advised the precept has been confirmed by the Environment Agency in its letter dated 10th February 2017 at £43,272.00 for financial year 2017/18. This keeps the precept at the same level as the last four financial years. The payment is required in four instalments rather than the usual two. The payments are required before 1st May, 1st July, 1st October and 1st December 2017.

INSURANCE

The Clerk is scoping the Boards Insurance Covers, which are due for renewal on 1st April 2017. The Clerk noting new insurance requirements for Members disclosure in relation to the Boards Insurance. The Clerk having a copy of the proposed covers at the meeting.

The Clerk will be asking Towergate as the Boards Insurance Broker to seek covers to sustain the Boards policies. The Board at its next meeting will be able to review the covers and costs if required.

CONSORTIUM MANAGEMENT COMMITTEE MEETING

The Clerk reported that a Consortium Management Committee Meeting was held on 14th February. The meeting was attended by the Chairman and Vice Chairman. A copy of the Consortium Agreement was made available at the meeting for Members to view if they wished.

The Clerk running through the items covered at the meeting. This including the potential to consider increasing the numbers of Boards in the overall Consortium and the administration efficiency in relation to the wider resources should an appropriate opportunity arise. This requires a reasonably sized Board for efficiencies to be achieved. Committee Members gave the Clerk an open mandate to call a meeting of the Consortium should any appropriate opportunities arise.

The Clerk further highlighted the opportunities across the Consortium for partnership working under Public Sector Cooperation Agreements (PSCA) with our partners.

NITRATE
VULNERABLE
ZONES (NVZ)

Mr C Clayton was concerned about Nitrate Vulnerable Zones (NVZ) mapping with top water flowing in some ditches the opposite way to NVZ maps. An example is the Selby Dam area catchment with some surface flows coming to South Wharfe rather than heading the Selby Dam way. A difference in approach between North and South Wharfe being noted.

STAFF

Workforce Pension

The Clerk reported that the Board was fulfilling its requirements under the Work Based Pension and implementing the Nest Scheme of Pensions. This was a reasonably large administrative job across the York Consortium Boards but the Board was delivering the legal requirements.

Pay Increase

The Clerk informed the Board that no agreement had yet been made with the ADA Lincolnshire Branch for the 2017/18 financial year. As this is the third year the Board is asked if it would be prepared to pay a 1% pay increase to its employees. This being in line with the offer from the staff side.

The Board Members UNANIMOUSLY AGREED that the Board makes a 1% increase to its salary payments from 1st April 2017. This is in line with the offer from the staff side. If any alternative agreement is made then this will require further consideration.

MEETING NOT
QUORATE

**Departure of Mr C Clayton – Meeting no Longer
Quorate**

The Clerk informed Members that, with nine members in attendance, a quorum of ten members was not present. As all of the items remaining on the Agenda were for information only and would be recorded in the Minutes Members AGREED the Meeting could continue. The Members present also, should it be required, could make recommendations as to their position on any issue. These recommendations to be recorded in the Minutes of this Meeting and can then be considered at the next Meeting of the Board for acceptance or approval as required.

ADA Northern Branch

The Clerk informed Members of the ADA 68th Annual Northern Branch Conference to be held on 2nd June 2017 at Cave Castle Hotel in South Cave. This being before the next Meeting of the Board.

The Board Members considered this event and approved payment for the cost of any Member if they wish to attend.

Environment Agency Conference

The Clerk informed Members that the conference will be held in Telford from 28th – 30th March 2017.

The Clerk informed that he would attend for part of the conference on behalf of the Consortium.

ADA Floodex

The Clerk informed Members of the ADA Floodex Conference to be held on 18th and 19th May at the Peterborough Show Ground.

The Clerk informed that he would attend the conference on behalf of the Consortium.

The Clerk reported that beyond the above 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 Clerk reported that a number of difficult planning applications, some quite large, were being dealt with currently such as the development of the British Sugar Site.

(SEE APPENDIX TO MINUTES)

Mr A P Sykes raised concern about the Marsh Drain and a development on the Eastfield Farm, Moor Lane, Acomb.

The Engineering Assistant believed surface water was intended to go to ground via a soakaway. However Members believed this development may be connecting into the Marsh Drain.

The Engineering Assistant will investigate this matter further.

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.

(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 £414,344.20 with Barclays Bank as at the 24th February 2017.

The Yorkshire Bank account has an additional credit balance of £84,571.18. The Board placing funds into a twelve month deposit account which is achieving 1.0 % gross per annum.

The Nationwide Building Society account has an additional credit balance of £70,989.49. The Board placing funds into a twelve month deposit account which is achieving 1.2% gross per annum.

The total balance of the Boards funds held in these accounts is £ 569,904.87.

The Clerk further informed the Board that Barclays Bank are continuing free banking until February 2017.

Members discussed the levels of reserves held.

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 recommended that the Board should RESOLVE that payment of these accounts be confirmed.

Mr R F Hildreth asked if the Board had considered World Marsh Farming as a supplier.

The Clerk noted the Board had considered this method of procurement and that uncertainty existed on the actual cost as hidden fees such as membership costs also existed.

Mr A P Sykes suggested that the Board could consider a Biomass boiler in the office to save on heating fuel. The suggestion being discussed at the Meeting.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT MEETING

It was recommended that the next Meeting of the Board would be held on **Monday 12th June 2017** at the **Copmanthorpe Methodist Church, Main Street, Copmanthorpe, York** at 6.30pm.

FUTURE MEETINGS

Future dates for meeting at the same venue to be held at 6.30pm on:

Monday 18th September 2017

Monday 6th November 2017

ANY OTHER
BUSINESS

There was no other business and the Chairman declared the meeting closed at 7.40pm.

(APPENDICES TO FOLLOW)

