

**Kyle and Upper Ouse
Internal Drainage Board**

Clerk of the Board:

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A meeting of the Board is to be held at **4.00 p.m.** on Monday 11th February 2019, at Shipton Community Centre, Shipton by Beningbrough when your attendance is requested.

A G E N D A

1. Apologies for Absence
2. Declaration of Interest
3. Minutes of the Meeting held on Monday 10th December 2018
4. Matters Arising
5. Chairman's Report
6. Clerk's Report
7. Accounts for Payment
8. Next Meeting – 10th June 2019

MINUTES OF THE KYLE & UPPER OUSE IDB MEETING
HELD ON 10th DECEMBER 2018
AT SHIPTON COMMUNITY CENTRE

- 79 **Present** Mr R Shedden (Chairman),

 Mr P Bielby, Mr A Boddy, Mr T Clark, Mr P Cowton,
 Mr I Galtrey, Mr G Robinson, Mr R Spilman
 In attendance Mr N Everard (Clerk of the Board),
 Cllr Mr C Jackson (Easingwold Town Council)
- 80 **Apologies** Mr K Hayton
- 81 **Disclosure of**
 Interest None
- 82 **Minutes** The Minutes of the meeting held on 4th June 2018, were
 approved and signed and there were no matters arising.
- 83 **Maintenance** The Chairman reported on the maintenance works carried out since
 the last meeting.
- 84 **Planning**
 Applications The Clerk reported on planning applications requiring comment
 between 2nd June 2018 and 9th December 2018 and that four consents
 had been issued.
- 85 **Complaint** The Clerk reported on a rate payer complaint and it was proposed to
 instruct contractors to undertake remedial work.
- 86 **Leasemires**
 System The Chairman reported on the Freedom of Information request and
 site meeting with regard to the increased development, discharging to
 the system and invited Cllr Mr C Jackson to speak.

 Easingwold Town Council are looking for partnership working with
 the Board to support remedial works to the system to mitigate the
 impact of potential blockages in the system with risk to property
 flooding.

 The Clerk was instructed to authorise the Consulting Engineer to
 undertake survey works and to advise on the design of a new piped
 section to assist the Town Council raising funding to support the
 project.
- 87 **Audit** The Clerk reported that the internal audit report for the financial
 year ending 31st March 2019 interim visit and confirmed that there
 were no matters to be brought to the attention of the Board.

The Clerk reported that the external unqualified audit report for the year ended 31st March 2018 had been received.

88 **ADA**

The Clerk reported on the ADA National Conference and that a report would appear in the forthcoming Gazette. Members will need to complete a Members Communication form to continue receiving documentation under GDPR.

At the conference a booklet was launched ‘Good Governance for Internal Drainage Board Members’ and the Clerk will distribute following the forthcoming election.

The next ADA Northern Branch meeting is scheduled for 24th January 2019.

89 **Governance**

The Board approved the updated Financial Regulations and Policy Statement and the Clerk was instructed to add these to the Board’s website.

Following approval of the updated Financial Regulations the Clerk was instructed to proceed to arrange for online payments subject to suitable controls to reduce dependence on written cheques.

90 **Direct Labour**

Due to budget constraints the Chairman had instructed the cessation of overtime unless prior approval is granted by the Chairman. The matter will be reviewed at each Finance meeting.

91 **Health & Safety**

The Clerk reported on the insurance review and ongoing works with regard to Health & Safety and updating the Board’s procedures. Any recommendations will be discussed with the Finance Committee to be incorporated within the budget.

92 **Accounts
for Payment**

Accounts for Payment Schedule numbers 13, 14 and 15 were approved in the amounts of £53,903.06, £7,557.99 and £78,815.57 respectively.

93 **Next Meeting**

The Clerk reported that the next meeting was scheduled for 11th February 2019 at 4.00 p.m. at Shipton Community Centre.

.....Chairman

.....Date

KYLE UPPER OUSE INTERNAL DRAINAGE BOARD

Accounts For Payment

11th January 2019 - Schedule 16

IMPREST ACCOUNT

		£	£	
ADA	Administration	2,103.00		
	VAT	<u>420.60</u>		
			2,523.60	200277
Argrain	Rent	1,750.00		
	VAT	<u>350.00</u>		
			2,100.00	200278
BATA	Fuel	1,206.00		
	Maintenance	15.81		
	VAT	<u>63.45</u>		
			1,285.26	200279
T C Harrison	JCB repairs	98.10		
	VAT	<u>19.62</u>		
			117.72	200282
Mason Fabrication and repairs	JCB repairs	267.80		
	VAT	<u>53.56</u>		
			321.36	200283
Ratepayers	Refund of rates received twice (Crombie Wilkinson)	<u>85.52</u>		
			85.52	200281
Dave Raymond Ltd	Flail repairs	74.20		
	Komatsu repairs	37.50		
	VAT	<u>22.34</u>		
			134.04	200280
M E Willis Ltd	Maintenance	264.91		
	VAT	<u>46.48</u>		
			311.39	200284
Yorkshire Internal Audit	Audit	300.00		
	VAT	<u>-</u>		
			300.00	200285
York Van Centre	Vehicle maintenance	99.00		
	VAT	19.80		
			118.80	200286
			<u>7,297.69</u>	