

Foss (2008) IDB
Minutes

MINUTES of Meeting held on Monday 5th September
2016 at the Memorial Hall, Huntington

PRESENT

Mr J P Coverdale (In the Chair)
Mr R A Armitage
Mr D J E Sherry
Mr P E Clark
Mr S Stark
Mr M Kemp
Mr I Ridsdale
Mr D M Crossley
Mr G Tate
Mr C Perrett
Cllr A Strangeway
Mr C Chambers

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

APOLOGIES FOR
ABSENCE

Apologies for absence were received from Mr D R
Brotherton, Mr M Cockerill, Mr R J Burnett, Cllr A S
Richardson and Mrs S Wiseman.

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 RESOLVED that the Minutes of the Meeting
held on the 6th June 2016, copy of which had been sent to all
Members, be taken as read and approved and that they are
forthwith signed by the Chairman as a correct record.

MATTERS ARISING

Martins Skip Hire

The Clerk reported that he had been in direct contact
with Martins Skip Hire following the Board's letter. The
company believed they had cleared the ditch as best they
could following the release of the material. The company had
also informed that they were no longer utilising that part of
the site with inert waste or material which could fall into the
ditch in the same way.

Pocklington Scheme

The Clerk reported that from the last meeting he had established a Flood Alleviation Scheme may be progressed in relation to proposed development. Pocklington is upstream of the Board's drainage district but reliant on drainage through the Bielby Beck. The Clerk informed that a Public Display and Consultation was due to be held at Burnby Hall from 2.30pm until 7pm on Wednesday 14th September. This was aimed to discuss the proposals both with East Riding of Yorkshire Council and the Developer. Cllr A Strangeway confirmed that he was aware of the meeting and proposed arrangements.

At the last meeting Members raised concerns that Pocklington Bridge was intended to have its capacity upgraded in the same context of the Flood Prevention Scheme but the proposals remained uncertain. The Clerk will therefore investigate further.

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

HEALTH & SAFETY

The Clerk confirmed that no reportable incidents had occurred since the date of the last Meeting which required reporting to the Health and Safety Executive (RIDDOR).

RATES

The Clerk reported that the total rates collected to the 5th September 2016 are as follows:

(a) Special Levy -	£142,387.75	(52.6%)
(b) Direct Levy -	<u>£ 42,430.17</u>	<u>(98.6%)</u>
	<u>£184,817.92</u>	

The Clerk reported that East Riding of Yorkshire Council had made a full payment of its Special Levy to the Board which is why the Special Levy payment is in excess of 50%.

The Clerk also advised that a sum of £13,841.52 had been collected in drainage rates since the report of the last meeting.

The Clerk reported that second reminders have been sent out and if required court actions will be progressed. A list of outstanding rate accounts was shown to the Chairman at the meeting.

MAINTENANCE WORKS

The Engineering Assistant circulated a report with the Agenda and also displayed maps of the work carried out at the meeting.

Board's Komatsu Excavator (2005 Model)

The Engineer explained that the Board had started to have problems with the excavator at the beginning of July. The Board had engaged Komatsu to investigate the problem and they recommended removing and repairing the pump. On carrying out this work it was found not to be the problem so it has been reinstalled. Komatsu now believe the problem is in the valve block however they were uncertain on the problem on how much it would cost to fix.

Members discussed this matter in detail and considered that the Board needed to reconsider the way it conducts its maintenance. Some Members believed more excavator channel clearance was required. The Board having various options to progress this work. This could include replacing the excavator with a either a new or lease hire machine or fixing the existing excavator.

The Clerk having concerns about the Board building plant reserves to replace its wider plant and equipment. Members AGREED to set up a Sub-Committee to consider this matter with the Board. The Members nominated are to include:

Mr J P Coverdale
Mr R A Armitage
Mr P E Clark
Mr D J E Sherry
Mr S Stark
Mr I Ridsdale

It was proposed by Mr C Chambers, seconded by Mr C Perrett and UNANIMOUSLY AGREED that the Sub-Committee should be empowered with delegated authority to consider the Boards staff arrangements and work to be carried out. This along with the Board's plant arrangements, this including purchase or lease hire of a new excavator if required or contracting work out. The Clerk/Engineering Assistant were asked to produce clear supporting information in order to progress deciding the future for the Board's work such as potentially having a dedicated driver to the excavator.

Members proposed holding a Sub-Committee Meeting at the Board's Office in about three weeks' time to decide how this matter is addressed.

Bank Repairs

Mr P E Clark asked why the Board had been placing stone behind the retaining timber in piling bank repairs as he had seen it.

MAIN RIVER
WORKS

The Engineering Assistant reported this was carried out in locations with running sand as it appears to be a solution which will last for longer giving the soil better drainage and material retention.

Bielby Beck

The Engineering Assistant reported on the on-going drainage problems on Bielby Beck. He reported that agreement had been reached with the Environment Agency for the Board to advance channel clearance work in the becks lower reaches. This being carried out under Board's Public Sector Cooperation Agreement (PSCA). This work was now in hand with the Board having contracted the work out to be sure it would be completed in the available time before the ground conditions deteriorate. It was reported that the Board were working up to the Black Dyke outfall which should drain the bottom end of Thornton. The Engineer reported if time permits the Board will try to progress the section from Sails Beck to Thornton Bridge.

Mr I Ridsdale noted other parties were carrying out some bank repairs.

Various On-going Works in the Boards Drainage District

The Engineering Assistant circulated a number of photographs at the meeting of on-going work which were considered by Members.

(SEE APPENDIX TO MINUTES)

The Engineering Assistant reported that the Boards new agricultural trailer had been ordered and it should be built and provided in the near future.

The Clerk advised that claims had been made to the Environment Agency for the 2015/16 Upland Water Ditch Maintenance Works. This was made on the basis of the sum of £46,135.85. An overall payment has been made of £41,060.00 which is a percentage of 89.0% of the Board's claim. This being an increase on the percentage paid in the year prior at 70% in the sum of £40,074.86.

Consortium Planning and Asset Officer

The Clerk reported that the Board's Officer had settled into post.

PLANT AND
EQUIPMENT

UPLAND WATER
CONTRIBUTIONS

STAFF

Pay Increase for 2016/17

The Clerk reported he had included the 1% pay increase as proposed at the last meeting from 1st April 2016. It however remained that this has not yet been agreed by the Lincolnshire Clerks Pay Committee.

Work Based Pensions

The Clerk informed the Board that its Work Based Pension staging date was in the early new year. The Board would shortly be writing to its employees informing them about the changes to pension arrangements as required. The Board previously having decided that the Nest Scheme currently promoted by the Government to be its current pension provider.

The Clerk further informed Members of the percentages both the employee and the Board will have to make towards these schemes along with the fact that the Board could increase its employee contributions if it wished.

Members decided that the Board would make its employer scheme contributions at the level as required under the scheme as required.

The Clerk informed the Board that the Association of Drainage Authorities have issued a Model Policy Document for the Board's Risk Assessment. The format is in the form of a 3 x 3 matrix which evaluates the likelihood of an event happening against the consequence of the event happening. A draft updated risk assessment for the Board on this basis has been prepared which Members considered at the meeting.

It was noted that the Risk Assessment can be updated as new risks are established and mitigated. The Risk Assessment has been updated with the comments following the report of the Board's Internal Auditors Report/Letter.

The Board Members reviewed this document and considered the higher risk matters, which were highlighted in the report.

The Clerk informed the Board that the Audit required the Board to formally consider and approve its Risk Assessment for 2016/2017.

Mr D J E Sherry proposed that the Board adopts and approves this policy for financial year 2016/17.

Mr D M Crossley seconding the Proposal which was **UNANIMOUSLY AGREED** by the Board.

The Clerk reported that the audit return to the Board had not been returned in time for review at this meeting. They however will be included on the Agenda for the next meeting.

BUSINESS RISK ASSESSMENT POLICY

AUDIT

CORRESPONDENCE

ADA Conference

The Clerk had circulated a copy of the Conference Agenda with the Agenda and informed the Board that he was making travel arrangements and booking for Members wishing to attend the London ADA Conference on Thursday 17th November. The Board AGREEING to pay for the travelling costs and conference fees for any Members wishing to attend.

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

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 also highlighting that the Miscellaneous and Outside the Board's Drainage District Plans Report has been provided in a new format in a similar way to the planning applications in the District to reduce the information provided in the Board's pack.

The Board approved the comments.

(SEE APPENDIX TO MINUTES)

CONSENTS

The Clerk referred to the list of Consent Applications commented upon since the last Meeting of the Board, which had been circulated to all Members with the Agenda.

The Board approved the comments.

The Clerk highlighting the Boards concerns of accepting treated sewage effluent to watercourses in locations where surface water disposal is considered to be by soakaway.

(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 £364,393.93 with Barclays Bank as at the 26th August 2016.

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 £60,848.14. 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 £509,816.25.

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 RESOLVED that payment of these accounts be confirmed.

The Engineering Assistant confirmed that the final payment for the Boards tractor had been paid.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT
MEETING

It was directed that the next Meeting of the Board is due to be held at the Memorial Hall, Huntington, York on **Monday 31st October 2016 commencing at 1.30pm.**

FUTURE MEETINGS

Monday 9th January 2017 Annual General Meeting
Monday 27th February 2017
Monday 5th June 2017

ANY OTHER
BUSINESS

Maintenance Works

Mr R A Armitage noted that Mr Sowery was asking for some ditch maintenance work to be carried out.

Mr S Stark noted that Mr Easterby had some large Willows needing attention on the opposite bank.

The Engineering Assistant will look into the two requirements.

York Flood Study

The Clerk informed the Board that the Consultants conducting the York Flood Study engaged by the Environment Agency were meeting with the Clerk shortly to discuss how the study is progressing.

CLOSE OF
MEETING

There was no other business and the meeting was closed at 14.35 pm.

(APPENDICES TO FOLLOW)

