

MINUTES of the Meeting held on Monday 25th February 2019 at the Memorial Hall, Huntington.

PRESENT

Mr J P Coverdale (In the Chair)
Mr S Stark
Mr D J E Sherry
Mr M Kemp
Mr R J Burnett
Cllr Mrs S Wiseman
Mr D M Crossley
Mr C Chambers
Cllr M Warters
Mr C Perrett
Cllr A Strangeway
The Clerk – Mr W Symons
Engineering Assistant – Mr N Culpan

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr D R Brotherton, Mr R A Armitage, Mr M Cockerill, Mr S Wragg and Mr I Ridsdale.

DECLARATION OF INTEREST

There were no declarations of interest related to the items listed on the Agenda.

The Chairman declaring an interest in the Boards depot as landlord.

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 UNANIMOUSLY RESOLVED that the Minutes of the Meeting held on the 7th January 2019, copy of which had been sent to all Members, be taken as read and approved with all in favour that they be forthwith signed by the Chairman as a correct record.

MATTERS ARISING

The Clerk noted the Board had not held a subcommittee meeting regarding Westfield Beck screen clearance, the current position on this with Yorkshire Water is included in the Assistant Engineers maintenance report.

There were no further matters arising from the Minutes which were not covered under the Agenda Items.

HEALTH & SAFETY

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

The Clerk further informed that a Health and Safety refresh was being progressed and the Engineering Assistant is conducting reviews and organising training with the workforce.

RATES

The Clerk reported that the total rates collected up to the 19 February 2019 are as follows:

(a) Special Levy -	£296,126.93	(100.0%)
(b) Direct Levy -	<u>£47,201.25</u>	(100.0%)
	<u>£343,328.18</u>	

The Clerk further reported that there were a few outstanding rate accounts, with only one account with a sum outstanding above £10. A few accounts were in credit where overpayments have been made.

The Clerk showing the Chairman a list of accounts with sums outstanding.

The Clerk confirmed that any outstanding rates will be pursued for payment and any remaining sums or credits at year-end will be included in next year's rate demands.

MAINTENANCE WORKS

The Engineering Assistant had circulated a report with the Agenda on the Boards maintenance works. The Boards maps were displayed at the meeting showing the work progressed to date.

Westfield Beck Pumping Station

Mr S Wragg has been progressing a Section 19 Floods and Water Management Act investigation into the flooding in the Westfield Beck area and as he is unable to attend the meeting has provided the following -

The Section 19 investigation is being progressed. The investigation has a recommendation that the PS ownership, operation and maintenance be clarified by all parties. Yorkshire Water Services have verbally confirmed that they have reviewed the legal documentation and accept that the station is theirs and it is not appropriate that a mixed set of responsibilities exist and they will take on ownership and maintenance of the whole station including the screens.

This will not happen overnight and as an IDB we need to ensure they adopt a regime that supports the drainage needs of the watercourse, however, this in my opinion is a positive response.

The Clerk has not progressed a Subcommittee meeting in view of this. The Board needing clarification of Yorkshire Water requirements and if they are to conduct the screen clearance as asset owners and curtailment of the current arrangements.

Byelaws

The Clerk reported that the ADA workstream was being progressed by the ADA Policy and Finance Committee, with the Clerk being the workstream lead. The project collecting and carrying out a document review across the industry to formulate and create a reference for use in enforcement matters as an initial phase. A number of other representatives have offered to help to progress the project and it is hoped something can be produced as a reference document for November.

Tang Hall Beck Structures

The Clerk reported he had not had chance to pursue this matter. The Board had however worked out the address of the property with the structure of concern.

The Clerk is hopeful to visit the householder at the property to see what can be progressed.

Crake View Towthorpe

The Engineering Assistant reported the Board will contact the new owners and will visit when we do work following notice of entry.

Old Sessions Printwork Development in Huntington

The Clerk reported that the Huntington old Sessions Printworks site, which had been developed, was suffering from some minor bank slips. The Board keeping a watching brief to see how they develop.

South Beck - Birch Park

The Chairman reported debris such as pallets and TV's had accumulated in the channel at the back of Birch Park. It was noted the trash screen downstream was the responsibility of York City Council.

Cllr M Warters had hoped the Council could install covert cameras in this location to catch offenders but believed it was unlikely to be funded.

Boards Flail Mowing Contracts

The Clerk asked about the award of the Boards flail mowing contracts for the forthcoming maintenance season.

Members considered the matter and decided that the tender return documents could be taken to the next meeting of the Board for opening and consideration.

PRECEPT

The Clerk advised the Board that the precept has been confirmed by the Environment Agency in its letter dated 11th February 2019 at £13,796.05 for financial year 2019/20. This keeping the precept at the same level as financial year 2018/19. A recommendation of the precept required by the Environment Agency being made and accepted by the Regional Flood and Coastal Committee (RFCC).

INSURANCE

The Clerk is scoping the Boards Insurance Covers, which used to be due for renewal on 1st April had now been extended until June 2019 for renewal.

The Clerk will be asking Towergate as the Boards Insurance Broker to seek cover to sustain the Boards policies. It is hoped the Board will be able to review the covers and costs at its next meeting in June.

CONSORTIUM MANAGEMENT COMMITTEE

The Clerk reported that a Consortium Management Committee Meeting was held on 12th February 2019. The meeting was attended by Mr J P Coverdale. However Mr D J E Sherry was unable to attend. He however was again elected as Chairman for the forthcoming financial year. 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 number 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 which this Board is clearly progressing

The Clerk noted the requirement to recruit a Planning Officer for the current vacancy and a wider technical resource for capital applications and graphic electronic mapping. He however intends to recruit the Planning Officer first.

STAFF

Boards New Excavator Driver

The Clerk reported that the Boards new excavator driver Mr J Barnes-Tee was settling in and good progress was being made with the work.

Consortium Planning Officer

The Clerk reported that the Board had had numerous applications for the position. The Board has now made an appointment And it is hoped that they will be able to join the Board towards the end of March. The Board has taken the opportunity to change how the planning applications are processed and recorded along with creating an improved database to record applications. This has enabled the Clerk and admin staff to cover the work. It is important for Consortium Boards to sustain providing the planning advice information by the return dates. This along with not creating a backlog for the new recruit. The Board has currently taken on a temporary person to help produce and mail the Boards rate invoices so they can be sent out close to 1st April as the date they become due for payment. This giving relief to the greater admin input required in producing the planning application responses

Technical Support.

The Clerk reported the Consortium Boards had agreed a vacancy to be filled to provide technical support to Consortium Boards for the next financial year 2019/20. However the Clerk intends not to recruit to this position until the new Planning Officer has settled into post.

CORRESPONDENCE

ADA Floodex Conference

The Clerk informed that ADA have organised a Floodex Conference on 27th & 28th February at the East of England Show Ground in Peterborough. The Clerk offered to make arrangements should Members wish to attend

Good Governance Guide and Training

The Clerk informed that ADA has produced a good governance in IDB's document, they are organising training days in relation to this, nearest to us is Doncaster Knights Football club on 20th March 2019. You can book onto these on the ADA website.

Environment Agency Conference

The Clerk reported that the Environment Agency Conference would be held in Telford from 18th to 20th June 2019.

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

ADA Northern Branch

The Clerk informed Members of the ADA Annual Northern Branch Conference to be held on 24th May 2019, the venue at this stage being uncertain but being likely to be in the East Riding of Yorkshire Council district. The Clerk noted that the Consortium administration was helping with the organisation of the event.

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

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 on since the last meeting of the Board, which had been circulated to all members with the agenda.

(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.

(SEE APPENDIX TO MINUTES)

BANK STATEMENTS

The Clerk produced the Bank Statements for the Boards Current Account. The statement shows a credit balance of £465,810.65 with Barclays Bank as at the 8th February 2019.

The Yorkshire Bank account has an additional credit balance of £86,441.90. The Board placing funds into a twelve month deposit account which is achieving 1.2% gross per annum.

The Nationwide Building Society account has an additional credit balance of £62,321.91. The Board placing funds into a Business 95 day saver account which is achieving 1.05% gross per annum.

The total balance of the Boards funds held in these accounts is £614,574.46

The Clerk confirmed that Barclays Bank continue charging for its banking services.

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 UNANIMOUSLY PROPOSED 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 to be held at a new venue at Strensall and Towthorpe Village Hall on **Monday 3rd June 2019** commencing at **1.30pm**. The venue having a large car park and kitchen facilities The Board will provide a map of the location and details of the arrangements with the meeting agenda.

MR C Chambers declared an interest in the new venue and its administration.

DATES OF FUTURE
MEETINGS

Monday 2nd September 2019
Monday 28th October 2019

Members confirmed this could be organised at the new venue.

ANY OTHER
BUSINESS

There was no further business and therefore the meeting was closed at 2.11pm

(APPENDICES TO FOLLOW)