MINUTES OF THE KYLE & UPPER OUSE IDB MEETING HELD ON 4TH JUNE 2018 AT SHIPTON COMMUNITY CENTRE

64	Present	Mr R Shedden (Chairman),
		Mr P Bielby, Mr A Boddy, Mr I Galtrey, Mr G Robinson, Mr R Baker In attendance Mr N Everard (Clerk of the Board)
65	Apologies	Mr T Clark, Mr R Spilman, Mr K Hayton
66	Disclosure of Interest	None
67	<u>Minutes</u>	The Minutes of the meeting held on 5 th February 2018, were approved and signed and there were no matters arising.
68	Maintenance	The Chairman reported on the maintenance works carried out since the last meeting.
		The Finance Committee was authorised to arrange for the repairs to Linton flap valves to be carried out by contractors.
69	Planning Applications	The Clerk reported on planning applications requiring comment between 2 nd February 2018 and 1 st June 2018. One consent had been issued.
70	<u>Audit</u>	
70a	Effectiveness of the System of Internal Control	The Board approved the internal control review for the year ended 31 st March 2018.
70b	Annual Governance Statement	The Board approved the annual Governance Statement (Section 1 of the Annual Return) for the year ended 31st March 2018.
70c	Accounting Statements	The Board considered and approved the accounting statements (Section 2 of the Annual Return) for the year ended 31 st March 2018. The Chairman and Clerk were authorised to sign on behalf of the Board.
71	Land Drainage Levy 2018/19	The Board approved the 2018/19 Levy of £10,793.00 being a 0% increase on the previous year.
72	Council Representatives	The Clerk reported on the representatives for Hambleton District Council and the City of York Council.

73	Wages	The Board approved a 1.98% increase with effect from 1 st April 2018 and the continuance of a zero hours contract to the Excavator Operator.		
74	Contract Rates	The Board approved contract rates with immediate effect -		
		Flailmower - £38.25 per hour JCB - £38.25 per hour Excavator - £38.25 per hour plus haulage		
75	ADA Northern Branch	The Clerk reported that the Conference was scheduled for the 8 th June 2019 with the Chairman and Clerk representing the Board.		
76	Health & Safety	The updated Health & Safety Policy prepared by the Consultant was approved and signed on behalf of the Board by the Chairman.		
		The review had identified additional training requirements and the Clerk was authorised to arrange the appropriate training. Additional help was to be provided to the Foreman in connection with the preparation of risk assessments to ensure that the Board are compliant.		
		The Clerk updated members on employment advice received and comments from insurers.		
77	Accounts for Payment	Accounts for Payment Schedule numbers 11 and 12 were approved in the amounts of £6,359.22 and £44,654.61 respectively.		
78	Next Meeting	The Clerk reported that the next meeting was scheduled for 10 th December 2018 at 4.00 p.m. at Shipton Community Centre.		
		Chairman		
		Date		

Accounts for Payment		1st August 2018 -	Sch 13
J Atkinson	Haulage Maintenance VAT	240.00 1,140.00 <u>276.00</u>	1,656.00
BATA	Fuel Maintenance VAT	2,440.80 144.05 <u>150.86</u>	2,735.71
Cedar GB Ltd	Administration VAT	112.50 _22.50	135.00
Commercial Card	30.04.18 Maintenance Fuel Parking VAT	162.76 244.66 3.67 <u>74.79</u>	485.88
	30.05.18 Fuel VAT	126.28 <u>25.26</u>	151.54
	28.06.18 Fuel To reclaim from wages VAT	271.41 3.54 <u>54.26</u>	329.21
P B Curran Ltd	Insurance VAT	2,390.40 123.20	2,513.60
Dave Raymond Ltd	Komatsu Repairs Flail Repairs VAT	427.73 127.73 <u>111.10</u>	666.56
F & S Edwards	Maintenance VAT	1,723.05 344.61	2,067.66
Environment Agency	Precept	,	5,396.50
Gov.UK	Vehicle Tax		250.00
H Mell & Son Services Ltd	Maintenance VAT	417.50 <u>83.50</u>	501.00

Hunter Gee Holroyd VAT VAT 255.20 5,731.20 HSBC Bank Charges 20.04.18 21.05.18 20.06.18 IG.80 JCB Finance 06.04.18 JCB Finance 08.05.18 10.56 823.04 JCB Finance 06.06.18 RS23.04 RS2	Hunter Goo Helmand	C1 1 1 1		
HSBC Bank Charges	Tunter Gee Horroyd	<u>-</u>	4,776.00	
21.05.18 20.06.18 16.80 32.86		VAI	<u>955.20</u>	5,731.20
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M/ ₩W/ 1.4				
$\frac{1,124.21}{1}$ 14,487.93		Week 13	<u>1,124.21</u>	14,487.93

Protech Safety Management	Health & Safety		808.00
Satrak	Subscription VAT	120.00 24.00	144.00
Selby Area IDB	Loan of Petty Cash for Fuel		20.00
Joe Turner	Flail Repairs VAT	476.96 <u>95.39</u>	572.35
M E Willis Ltd	Maintenance VAT	551.95 103.89	655.84
Yorkshire Internal Audit			300.00
York Van Hire	Van Repairs VAT	640.32 117.09	757,41
Clerk's Imprest			7,000.00
		4	£ <u>53,903.06</u>
Paid Ry Fynangas D. J			
Paid By Expenses – Per Invo	Dices		
	Diesel VAT	619.84 123.96	743.80
HSBC Imprest Account Cha	rges		
2	20.04.18 21.05.18 20.06.18	5.50 12.30 <u>6.18</u>	23.98
Paid Through Imprest			
ADA	Conference Fee		40.00
			£ <u>63.98</u>

Accounts For Payment		19th September 2018 - Schedule 14		
<u>IMPREST</u>		£	£	
BATA	Fuel Maintenance	2,431.42		
	VAT	112.73 129.32		
Davis De 17.1			2,673.47	
Dave Raymond Ltd	JCB repairs Komatsu repairs	88.85 180.00		
	VAT	53.77		
			322.62	
DSM Timber Ltd	Maintenance VAT	650.00 130.00		
			780.00	
F & S Edwards	Maintenance VAT	975.75 195.15		
		199,19	1,170.90	
T C Harrison	JCB repairs VAT	714.69		
	1411	142.94	857.63	
Joe Turner	T21 '1 2		637.03	
	Flailmower repairs VAT	36.82		
		7.36	44.18	
PKF	Andit for 2010		77.10	
	Audit fee 2018 VAT	600.00		
M E Willis Ltd		120.00	720.00	
M E WIIIIS FIG	Maintenance VAT	723.88	720.00	
	VAI	138.28	0.60.4.6	
Vark Transmission C. 11 T.			862.16	
York Transmission Supplies Ltd	Maintenance VAT	105.86 17		
			127.03	
			7,557.99	

Accounts For Payment		20th	November 20	10 00 00 00 00
MAIN AGGOVER		2011	November 20	18 - Schedule 15
MAIN ACCOUNT		£	£	
ADA Northern	Administration		150.00	200374
J Atkinson	Maintenance	440.00		
	VAT	88.00		
D.M.			528.00	200355
BATA	Fuel	3,885.25		
	VAT	194.26		
HSBC Commercial Could II I could			4,079.51	200356
HSBC Commercial Card - July 2018	Fuel	156.28		
	Van repairs Maintenance	14.00		
	VAT	150.00		
		64.05	384.33	DD
HSBC Commercial Card - August 2018	Fuel		501155	DD
11284012010	Van repairs	155.82		
	Maintenance	23.00		
	VAT	6.00 17.75		
			202.57	DD
HSBC Commercial Card - September 2018	Fuel	450		
1	Maintenance	170.06		
	VAT	8.90		
		-	178.96	DD
HSBC Commercial Card - October 2018	Van fuel			
2010	Maintenance	131.92		
		160.18	292.10	DD
P B Curran Ltd	Ingrae		272.10	DD
	Insurance		14,971.28	200358
T G Cutt	Maintenance	99.40		
	VAT	19.88		
			119.28	200357
Steven Dresser	Maintenance	1,098.91		
	VAT	1,090.91		
		-	1,098.91	200360
DSM Timber Ltd	Maintenance	1 646 15		
	VAT	1,645.15 329.03		
			1,974.18	200361
F S Edwards	Maintenance		,	-00001
	VAT	1,320.90		
		264.18	1,585.08	200363
T Elsey	JCB		.,	200303
-	VAT	735.00		
	-	147.00	882.00	200262
			00Z.UU	200362

		20th 1	November 201	8 - Schedu
T C Harrison	ICD			
	JCB repairs VAT	1,530.44		
	VAI	306.08		
	less and the first	1,836.52		
	less credit balance	(31.27)	1 00 5 0 5	
Humber C. H. L.			1,805.25	200364
Hunter Gee Holroyd	Clerkship - August 2018	1,592.00		
	VAT	318.40		
			1,910.40	DD
	Clerkship - September 2018	1 500 00		
	Disbursements	1,592.00		
	VAT	448.17		
	VAI	361.06		
			2,401.23	DD
	Clerkship - October 2018	1,592.00		
	VAT	318.40		
			1,910.40	DD
HSBC bank charges	21/07/18			
	20/08/18	5.50		
	20/09/18	5.50		
	21/10/18	29.28		
	21/10/10	59.61	00.00	
ICO			99.89	DEBIT
ico	Administration		40.00	200365
JCB Finance	July 2018			-3000
	August 2018	823.04		
	September 2018	823.04		
	October 2018	823.04		
	October 2018	823.04		
M. 1. 1.			3,292.16	DD
Marubeni-Komatsu Ltd	Excavator repairs	2,250.00		
	VAT	450.00		
			2,700.00	200366
Vest	06/07/10		_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	200300
	06/07/18 13/07/18	37.40		
	13/07/18	28.96		
	20/07/18	29.62		
	30/07/18	31.28		
	30/07/18 06/08/18	31.28 37.86		
	30/07/18 06/08/18 10/08/18	31.28 37.86 42.99		
	30/07/18 06/08/18 10/08/18 17/08/18	31.28 37.86 42.99 41.34		
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	30/07/18 06/08/18 10/08/18 17/08/18 24/08/18 03/09/18 07/09/18	31.28 37.86 42.99 41.34 31.56 42.68 39.53 45.56		
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)2 - Inly 2010	30/07/18 06/08/18 10/08/18 17/08/18 24/08/18 03/09/18 07/09/18 14/09/18 24/09/18	31.28 37.86 42.99 41.34 31.56 42.68 39.53 45.56	455.31	BACS
02 - July 2018	30/07/18 06/08/18 10/08/18 17/08/18 24/08/18 03/09/18 07/09/18 14/09/18 24/09/18	31.28 37.86 42.99 41.34 31.56 42.68 39.53 45.56 46.53	455.31	BACS
02 - July 2018	30/07/18 06/08/18 10/08/18 17/08/18 24/08/18 03/09/18 07/09/18 14/09/18 24/09/18	31.28 37.86 42.99 41.34 31.56 42.68 39.53 45.56	455.31	BACS
02 - July 2018	30/07/18 06/08/18 10/08/18 17/08/18 24/08/18 03/09/18 07/09/18 14/09/18 24/09/18	31.28 37.86 42.99 41.34 31.56 42.68 39.53 45.56 46.53	455.31 47.06	BACS DD
02 - July 2018 02 - August 2018	30/07/18 06/08/18 10/08/18 17/08/18 24/08/18 03/09/18 07/09/18 14/09/18 24/09/18 Telephone VAT	31.28 37.86 42.99 41.34 31.56 42.68 39.53 45.56 46.53 39.22 7.84		
	30/07/18 06/08/18 10/08/18 17/08/18 24/08/18 03/09/18 07/09/18 14/09/18 24/09/18	31.28 37.86 42.99 41.34 31.56 42.68 39.53 45.56 46.53		

-	STIER OCSE INTERNAL DRAIN	AGE BOARD		
Accounts For Payment		20th	November 20	18 - Schedule
O2 - September 2018				
O2 - September 2018	Telephone	46.41		
	VAT	9.28		
			55.69	DD
O2 - October 2018	m			22
0.00001 2010	Telephone	39.22		
	VAT	7.84		
PAYE			47.06	DD
	10/07/10			
	19/07/18	1,229.00		
	20/08/18	1,719.88		
	19/09/18	1,585.70	e e	
Payroll			4,534.58	BACS
•	06/07/18			
	13/07/18	1,297.78		
	20/07/18	1,103.73		
	27/07/18	1,109.36		
	03/08/18	1,138.44		
	10/08/18	1,202.39		
	17/08/18	1,268.61		
	24/08/18	1,309.49		
	31/08/18	1,107.49		
	07/09/18	1,329.34		
	14/09/18	1,141.74		
	21/09/18	1,376.40		
	28/09/18	1,391.80		
	26/09/18	1,295.61		
			16,072.18	BACS
Ratepayers	Rates refunded			
	Rates refunded	4.48		DEBIT
	rates retunged	712.86		200354
			717.34	
Dave Raymond Ltd	JCB repairs	_		
	Flail repairs	25.00		
	Komatsu repairs	838.14		
	VAT	602.81		
	YAI	293.19	8	
			1,759.14	200367
Ripon Farm Services	Maintenance	1.605.61		
	VAT	1,625.61		
		325.12		
			1,950.73	200368
Selby Area Internal Drainage Board	Newton Flap Valves	1.016.10		
	Health and safety	1,016.10		
	Health and safety training	602.18		
	VAT	990.45		
		521.75		
			3,130.48	200375
· —	Matur	965.73		
Joe Turner	Maintenance	Wh 1 / 4		
Joe Turner	Maintenance VAT			
Joe Turner		193.14	1.100	
			1,158.87	200370
Joe Turner Westaby's Ltd	VAT	193.14	1,158.87	200370
		193.14	1,158.87	200370
	VAT Maintenance	193.14	1,158.87	200370 200373

Accounts For Payment		20th	November 201	8 - Schedule 15
M E Willis Ltd	Maintenance VAT	460.93 62.52	i	
York Transmission Supplies Ltd	Maintenance VAT	157.16 31.43	523.45	200371
			188.59	200372
Imprest			7,500.00	200376
		â		
			78,815.57	
IMPREST ACCOUNT				
Elk Solutions		100.00		
HSBC hank shares			100.00	BACS
HSBC bank charges	21/07/18	6.18		
	13/08/18 20/09/18	5.50 6.83		
	21/10/18	12.30		
			30.81	DEBIT
Ratepayers	Rates refunded	-	52.04	200267
		· ·	182.85	