

Foss
IDB

MINUTES of the Annual General Meeting held on Monday 5th January 2015 at the Memorial Hall, Huntington

PRESENT

Mr D R Brotherton (In the Chair)
Mr R A Armitage
Mr D J E Sherry
Mr M Cockerill
Mr S Stark
Mr M Kemp
Mr I Ridsdale
Mrs J M Burnett
Cllr Mrs S Wiseman
Mr D M Crossley
Mr C Chambers
Cllr M Warters
Mr C Perrett
Mr S Wragg

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

APOLOGIES FOR
ABSENCE

Apologies for absence were received from Mr J P Coverdale, Mr P E Clark, Cllr K Pace and Cllr S Lane.

DECLARATION OF
INTEREST

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

MINUTES OF LAST
MEETING

It was noted that gilts had been incorrectly spelt and the tense of the notification of the ADA conference was incorrect. Both errors being on the second to last page of the minutes.

It was RESOLVED that the Minutes of the Meeting held on the 3rd November 2014, copy of which had been sent to all Members, be taken as read subject to the above corrections be approved and that they be forthwith signed by the Chairman as a correct record.

MATTERS ARISING

Parish Council Letter to Inform About IDB Maintenance Works

The Clerk informed that following the last meeting the Board had sent a letter to all Parish Councils in the drainage district along with various ADA brochures regarding the maintenance work of the Board.

Press Release on the Work of the Board

Cllr M Warters suggested the Board should put in hand a general press release to create publicity regarding the work of the Board which could be sent to the York Press.

Letter to Tang Hall Beck Residents Regarding the Byelaw Maintenance Margin

The Clerk reported that the Board and Heworth Without Parish Council had agreed a letter regarding restoring the byelaw margin on Tang Hall Beck. The Clerk is hoping to send the letter out soon.

MP Letter Seeking Support Regarding the Pollution from the Full Sutton Industrial Estate Outfall

The Clerk had not yet progressed this matter.

No other matters were arising from the Minutes of the last meeting.

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

The Clerk reported that the total rates collected up to the 19 December 2014 are as follows:

(a) Special Levy -	£252,800.38	(100.0%)
(b) Direct Levy -	<u>£39,809.94</u>	(97.4%)
	<u>£292,610.32</u>	

The Clerk further reported that there were a few outstanding rate accounts however they were mostly of a low value. A few accounts were in credit where overpayments have been made. The Clerk showing the Chairman a list of accounts with sums outstanding. Three accounts have sums outstanding which if not paid shortly may require the Board to take court action. This being in line with the Boards policy to progress action on accounts with sums outstanding over £15. This being on accounts where no land transfers or revaluations are 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.

The Clerk referred to the sheet and maps circulated with the Agenda of the land to be transferred to Special Levy and amounts to be written off.

HEALTH AND SAFETY

RATES

TRANSFER TO SPECIAL LEVY AND WRITE OFF

Special Levy

The Clerk had circulated maps and a summary table with the Agenda for the Board's consideration. This related to a number of sites for the transfer to City of York Council and East Riding of Yorkshire Councils Special Levy from agricultural usage. The land tabled was discussed by Members.

Cllr M Warters highlighted a number of points regarding the traveller's site at Osbaldwick in relation to the land and its usage.

Amounts to be Written Off

An overall sum in drainage rates remaining on land transferred to Special Levy which cannot be collected amounts to £18.36 is requested for consideration of writing off.

The transfer to Special Levy and sums to be written off was considered by Members. The Clerk explained the implications on the Special Levy for the City of York Council and East Riding of Yorkshire Council.

It was then proposed by Mr D M Crossley, seconded by Mr D J E Sherry and UNANIMOUSLY APPROVED for the transfer of the land to the Special Levy as per the maps provided and the write off in the sum of £18.36 from the Board's rates income in relation to land transfers.

STAFF –
CONSORTIUM

Assistant Rating Officer

The Clerk reported that the position is now held by Mrs T Simpson who is making good progress in this position.

Planning and Asset Officer

The Board had recruited Ms C Hughes to the position and she is starting today. This following the earlier recruitment of a new officer who had then had a better offer from her current employer and turned the Boards position down.

STAFF –
WORKFORCE

CONSORTIUM
ARRANGEMENTS

PLANT RENEWAL

Workload

The Clerk reported that in recent months the workload particularly in planning had increased. This along with recruiting staff for the Consortium and other matters had created a backlog of work. The Clerk was optimistic that this will be addressed shortly. It was further hoped that the Board could continue to retain Mr P Hey in regard to some of the more complex planning and enforcement actions to assist in carrying out the work with the new Planning Officer.

The Clerk reported that progress was being made slowly on the workforce staff handbook and contracts of employment which still require further work to complete.

Meeting Date

The Clerk confirmed the next meeting of the Consortium Management Committee will be held on Tuesday 17th February 2014 at the Escrick Club in Escrick, York. This is prior to the next meeting of the Board which gives an opportunity to address any matters which could be raised at the meeting prior to the start of the next financial year.

Sustaining the Boards Nominated Members on the Committee

The Clerk asked the Board if it wished to sustain its two nominated Members for the meeting who are Mr J P Coverdale and Mr D J E Sherry.

Members UNANIMOUSLY AGREEING to sustain the above arrangements for Mr D J E Sherry and Mr J P Coverdale to remain its two nominated Members for the Consortium Management Committee. The Members being given Authority to act on behalf of the Board.

Purchase of a Van

The Clerk reported that the Board had recently had some reliability issues with the Boards pickup truck which was affecting the workforce productivity. In view of this the Board had purchased a second-hand van. The pickup truck now having the reliability issue resolved which was related to an electrical problem.

Plant Renewal Sheet

The Clerk and Engineering Assistant had reviewed the Boards likely plant renewal requirements for the future along with the sum held in its plant reserves. This was included in a plant renewal sheet which had been circulated with the Agenda. This showing the second payment on the Boards tractor and replacement of the Boards 4x4 pickup truck in 2015/16 financial year.

Building Plant Reserves

The Clerk explained the need to build plant reserves to fund future plant replacement. The Board now has four in its workforce and a range of plant to support its work productivity. The Board needing to consider increasing its income in order to be able to fund its plant reserves to replace its equipment. A 1% increase in current drainage rates brings in £2,942. The figures being developed on the basis of a 4% increase to show how the funds accumulate to replace the Boards equipment in the future.

The Board Members considered the Boards plant renewal sheet.

BUDGET 2015/16

The Clerk had circulated a budget sheet and notes with the Agenda for the forthcoming financial year. The budget forecasting the out turns for financial year 2014/15 and advising on a potential budget for financial year 2015/16. The option given was based on a rate of 3.65p in the £. an increase of 3.99% and provided details as to the budget's composition.

The Clerk went through the budget sheet line by line. This estimated a net surplus of approximately £2,265 for the end of 2014/2015 financial year. If the Board then increases its drainage rates to 3.65p for 2015/2016 financial year and purchases the pick up as illustrated in the plant renewal programme the Boards reserves would be £425,372 at the end of financial year 2015/16. This equating to a reduction in reserves of £27,682.

The Board Members discussed this matter in detail along with the position on the Boards reserves and the provision being made for plant replacement.

Mr S Wragg believed that a 3.99% increase was probably too high at the current time.

Board Members discussed the current value of the Boards plant and the level of reserves held. The potential implications of falling fuel costs were also discussed.

Cllr Mrs S Wiseman discussed the current situation with the rates in the local parish councils and suggested a rate increase of 2%.

It was proposed by Mr A S Richardson an increase in the drainage rates of 2.85% to a rate of 3.61p in the £. which was seconded by Mr M Cockerill.

Mr R A Armitage proposed an amendment of an increase in drainage rates of 1.99% at 3.58p in the £. which was seconded by Cllr M Warters.

The Clerk clarifying the position prior to the vote. The amendment as the substantive motion of 1.99% at 3.58p in the £. was voted upon with three votes for the motion and eleven votes against. The amendment was not carried.

Mr C Perrett proposed a further amendment for an increase in drainage rates of 3.99% at 3.65p in the £. which was seconded by Mr M Kemp. The amendment as the substantive motion was voted upon with eight votes for the motion and seven votes against. Mr C Perrett's proposal being carried for an increase in drainage rates of 3.99% at 3.65p in the £.

The Clerk asked Members if they were satisfied with the votes recorded which was confirmed.

LAYING OF THE RATE & SPECIAL LEVIES

The proposal of an increase in rates and levies at 3.99% was carried and RESOLVED that the proportion of their expenditure to be raised by drainage rates in respect of agricultural land and buildings and by Special Levies on local billing Authorities are 13.76% and 86.24% respectively.

THAT the Drainage Board do hereby make a Drainage Rate for the purposes chargeable thereon assessed on the Annual Value of agricultural land and buildings subject to the provisions of the Land Drainage Act. 1991 as hereunder set out that is to say:
AN OCCUPIERS' RATE assessed at 3.65p in the £. for the period ending on the 31st day of March 2016.
A Special Levy chargeable to **RYEDALE DISTRICT COUNCIL** in the sum of £3,285.95, for the period ending on the 31st day of March 2016.
A Special Levy chargeable to **THE CITY OF YORK COUNCIL** in the sum of £246,070.84, for the period ending on the 31st day of March 2016.
A Special Levy chargeable to **HAMBLETON DISTRICT COUNCIL** in the sum of £794.50 for the period ending on the 31st day of March 2016.
A Special Levy chargeable to **THE EAST RIDING OF YORKSHIRE COUNCIL** in the sum of £13,715.58 for the period ending on the 31st day of March 2016.

AND that the Special Levies shall be payable in two equal instalments on the 1st May 2015 and the 1st November 2015.

THAT the purposes for which the said Rate and Special Levies are made and the amount in the £. for each of the purposes are as hereunder set out.

AND that the said Rate shall be payable on Demand
AND that the seal of the Board be affixed on the said Rate and Special Levies accordingly

AND that the Clerk be and is hereby authorised to take all necessary steps to demand and collect the said Rate.

PURPOSES under the Land Drainage Act 1991 for which the Rate mentioned is made.

AMOUNT of the Rate in the £. for the Occupiers' Rate.

- | | | | |
|----|---|---|-------|
| a) | Expenses of Administration under this Act. |) | |
| b) | Works of maintenance under the said Act. |) | 3.65p |
| c) | Improvement of existing works under the said Act. |) | |
| d) | New works under the said Act. |) | |
| e) | Precept of The Environment Agency under the said Act. |) | 3.65p |

ASSISTANT ENGINEERS REPORT

The Engineering Assistant had circulated a report with the Agenda regarding the Boards maintenance works. The maintenance report was considered at the meeting.

Construction Leachate and Surface Water Drainage at the Development at Osbaldwick Beck

Cllr M Warters expressed concern about the development of the site on Osbaldwick Beck. This related in particular to the release of construction leachate and surface water from the site. The Engineering Assistant will investigate.

Westfield Beck Railway Culvert Replacement

The Clerk reported that Network Rail's Consultants have recently provided a new consent application to the Board. This is regarding replacing the culvert at Westfield Beck. The intention being to conduct the work in the near future with a line closure.

Byelaw Enforcement

The Clerk reported that the Board continues to have problems with byelaw encroachments at the Tannery Site as discussed at the last meeting. The Clerk further advised that he believed the Board should take legal advice on the matter to make progress. The Clerk confirmed he had located a solicitor who had the appropriate background to progress the matter with Lupton Fawcett Denison Till. The Clerk however needs to check that no conflict of interest exists within the practice. The Clerk further highlighted the potential fee structure.

Mr C Perrett proposed that the Clerk could be allocated a budget of £2,000 plus VAT to progress this matter but if further funds were required the overall budget could be extended to £3,000 plus VAT. This however needs to be agreed with the Chairman. The proposal being seconded by Mr D J E Sherry and UNANIMOUSLY AGREED by the Board.

The Clerk further noted that a timber close boarded fence has been erected on the bank edge by the developer in Huntington on the old Sessions site which also was likely to need legal advice on how to move forward.

PRECEPT APPEAL

The Clerk reported that not only had work been advanced on the Bielby Beck as noted in the Engineers Report further progress had been made with the Boards precept appeal. A meeting had been held with the Agency and the response outcome email had been circulated by the Clerk with the Agenda. The Board however continues to seek further work upstream beyond the Sails Beck on the Bielby Beck. In view of this the Clerk does not want to revoke the precept appeal until it is certain that work is continued.

SINGLE FARM PAYMENTS

The Clerk had circulated an NFU briefing with the Agenda regarding a new scheme of Single Farm Payments in relation to hedge and tree cutting not being permitted until 1st September 2015. The Boards work usually starting in mid-July. The Clerk will raise this matter with ADA nationally and will consider what action can be taken.

ADA NORTHERN BRANCH MEETING

The Clerk informed that a Northern Branch ADA Meeting is to be held on 15th January at the Masonic Hall in Howden if any Members wish to attend. The Clerk having circulated details with the Agenda.

ELECTION

The Clerk advised the Board that 2015 is an election year for the agricultural Members.

The Clerk presented an Election timetable, which is as follows:

1 April	-	Register of Electors advertised
1 May	-	Board approval of Register advertised
July/August	-	Nomination Forms issued
25 Sept.	-	Nomination Forms returned
23 October	-	Election Day
01 Nov.	-	New Board commences

The Board AGREED the following:

- (1) Approve the timetable, which authorise the Officers to undertake such in accordance with the Land Drainage Act 1991.
- (2) Approve the proposed Register of Electors prepared on the 1 April 2015.
- (3) Approve the proposed Register as the Register if no objections received by the Board's Officers.
- (4) To call a Special Meeting, if necessary, to deal with any matters relating to the approval of the Register.

It was proposed by Cllr Mrs S Wiseman, seconded by Mr D M Crossley and UNANIMOUSLY AGREED that the proposed timetable be approved.

CORRESPONDENCE

The Clerk reported there was no further 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 Board APPROVED the comments.

(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.

The Board APPROVED the comments.

(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 £388,434.45 with Barclays Bank as at the 5th December 2014.

The Yorkshire Bank account has an additional credit balance of £120,000 on Deposit.

The Board placing £120,000 funds into a 12-month deposit account which is achieving 1.2% gross per annum. The 12-month investment being staggered at £40,000 at roughly quarterly intervals.

The total balance of the two accounts is £508,434.45.

The Clerk reported that Barclays Bank had confirmed free banking will be continued until 1st April 2015.

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.

(SEE APPENDIX TO MINUTES)

DATE OF NEXT MEETING

It was directed that the next Meeting of the Board is to be held at the Memorial Hall, Huntington, York on Monday 2nd March 2015 commencing at 1.30pm. The Board further confirmed it did not want the meeting to start any earlier as the meetings had sometimes over run the time allocated.

DATES OF FUTURE MEETINGS

Monday 8th June 2015
Monday 7th September 2015
Monday 2nd November 2015

ANY OTHER BUSINESS

City of York Flood Risk Management Strategy

The Clerk confirmed the Board had sent a response in to the Council regarding the Flood Risk Management Strategy.

The meeting was closed at 3.51pm.