

Ainsty Internal  
Drainage Board

MINUTES of Meeting held on Monday 16<sup>th</sup> January 2017 at Copmanthorpe Methodist Church, Main Street, Copmanthorpe.

PRESENT

Mr S E Jackson (In the Chair)

Mr M Haigh

Mr C E Mills

Mr A P Sykes

Mr R F Hildreth

Mr S Barnes

Mr A Percy

Mr J Bramley

Mr C Clayton

Mr G H Smith

Mr J Tull

The Clerk – Mr W Symons

Engineering Assistant – Mr N Culpan

APOLOGIES FOR  
ABSENCE

Apologies for absence were received from Mr J Sanderson, Mr J B Blacker, Mr R Burniston, Cllr J Galvin, Cllr D Carr, Cllr D Mackay and Cllr K Ellis.

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.

The Chairman welcomed Mr J Tull to his first meeting of the Board. Mr J Tull introduced himself and noted he lives near Holgate Beck.

MINUTES OF LAST  
MEETING

It was proposed by Mr A Percy, seconded by Mr S Barnes and RESOLVED that the Minutes of the Meeting held on the 7<sup>th</sup> November 2016, a copy of which had been sent to all Members, be taken as read and approved and that they be forthwith signed by the Chairman as a correct record.

MATTERS ARISING

There were no matters arising from the Minutes which were not covered under the agenda items.

Mr C Clayton asked about the Environment Agency's response to the Boards request regarding further details concerning the Environment Agency's proposal to take on the maintenance and improvement of the discharge flap structure on the Dorts Dyke as part of the wider flood storage area.

## RATES

The Engineering Assistant confirmed a response has not yet been received.

Members discussed other flap replacement works recently carried out by the Environment Agency in particular one in Ozendyke near Mr A Sykes land.

The Clerk reported the total rates collected up to the 16<sup>th</sup> January 2017 are as follows:

Special Levy	£303,969.13 (100%)
Direct Levy	<u>£ 61,812.83</u> (99.7 %)
	<u>£365,781.96</u>

The Clerk showed a list of outstanding rate accounts to the Chairman at the meeting.

The Clerk noted that mostly small amounts were outstanding and a few accounts were in credit where overpayments have been made. 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.

## LAND TRANSFER TO SPECIAL LEVY & WRITE OFF

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.

### 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 Selby District Council and Harrogate Borough Council to Special Levy from agricultural usage. The land tabled was discussed by Members.

### Amounts to be Written Off

An overall sum in drainage rates remaining on land transferred to Special Levy which cannot be collected amounts to £12.79 which 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 Selby District Council and Harrogate Borough Council.

It was then proposed by Mr A P Sykes, seconded by Mr C Clayton 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 £12.79 from the Board's rates income in relation to land transfers.

## PLANT RENEWAL

The Clerk had circulated a plant renewal sheet with the Agenda to all Members on the replacement costs of the Board's existing plant and equipment. This is intended to inform Members about plant renewals but is now focusing on only replacing one significant bit of equipment rather than three for the future. This showing the Boards new approach to maintenance works provision.

The Clerk noted the Board had now part exchanged the Fiat Doblo van, purchased the new pickup truck and purchased a new Ifor Williams trailer in the current financial year 2016/17.

The Clerk further ran through the Boards intended plant to sell in financial year 2017/18 (or sooner if possible). This is related to the Boards current maintenance policy. The equipment includes the Case tractor, the tracked Komatsu excavator and two old Bomford B8181 tractor demountable flails. The machinery sales value being included in the Boards income for the 2017/18 financial year. The Engineering Assistant will be considering how to realise best value with this equipment and progressing the sale.

The Engineering Assistant explained the Board is now using a contract to conduct its tracked excavator work which is why it is proposed the Board sells its old tracked excavator. He further noted he wishes to tender this work for a longer period than a year (e.g. a two year period). This being aimed to give any bidding contractor greater surety of work to be able to invest more in plant and equipment if they are successful in winning this work.

The Clerk reported this change of approach is based on the Boards success in contracting out flailing work but also sustaining in house work to continue utilising the Spearhead machine. It however remained more difficult to contract out bank repairs and piling works because of the expertise required to carry the work out. The Board wishing to develop the workforce resource to conduct work of this nature. It being noted if the Board sells the tractor then consideration will be required on transporting materials in the Boards tractor trailer then it might need to hire a tractor in occasionally.

Mr A P Sykes considered that it might be a better option not to sell the Case tractor at this time as it can still continue to be used. Furthermore, the Board should retain the Komatsu tracked excavator attachments.

Members following discussions decided to sell the Komatsu tracked excavator (not attachments) along with two old Bomford B8181 flail mowers. This along with keeping the Case tractor which was to be sold in the plant renewal sheet. The Engineering Assistant to investigate the best way of achieving the sale of the surplus equipment. It being noted that keeping the Case tractor would reduce the Boards income below the estimates tabled at the meeting as the income from the tractor would not realised.

Members discussing the proposals for plant renewal and replacement. Members AGREED to the proposal but decided to keep the tractor and Komatsu accessories but sell the Bomford flails. This was proposed by Mr M Haigh, seconded by Mr R F Hildreth and UNANIMOUSLY AGREED by the Board.

The Clerk highlighting the requirement to build plant reserves in order to be able to replace the equipment when required.

## BUDGET 2016/17

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 2016/17 and advising on a potential budget for financial year 2017/18. The option given was based on a rate of 3.97p in the £ with no increase and above last years and provided details as to the budget's composition.

### Financial Position at the End of 2016/17 Financial Year

The Clerk went through the budget sheet line by line. This estimated a net surplus of approximately £12,119 for the end of 2016/2017 financial year. This being larger than originally estimated which had been contributed towards by a larger upland water contribution from the Environment Agency.

### Budget for 2017/18 Financial Year

If the Board sustains its drainage rate at 3.97p for 2017/2018 financial year and developed on the basis of the plant renewal programme, with the sale of the proposed equipment, the Boards reserves would be £554,073 at the end of financial year 2017/18. This equating to an increase in reserves of £23,051. This however is contributed towards with the sale of the Boards equipment which has not been replaced.

Members discussed this matter in detail along with the position on the Boards reserves and the provision being made for plant replacement. Members considered and APPROVED the Budget subject to setting the rate.

## LAYING OF THE RATE AND SPECIAL LEVY

It was proposed by Mr M Haigh for no increase in the drainage rates of 3.97p in the £. for financial year 2017/18 which was seconded by Mr C E Mills.

The Chairman asked if any Member would wish to propose raising an amendment to the Proposal of Mr M Haigh. No amendments were proposed.

The proposal of 3.97p in the £ with no increase for the rates and levies was CARRIED and 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 16.92% and 83.08% 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 3.97p in the £ for the period ending on the 31st day of March 2018.

THAT the Drainage Board do hereby make Special Levies assessed as hereunder, that is to say:

A Special Levy chargeable to **HARROGATE BOROUGH COUNCIL** in the sum of £35,971.89, for the period ending on the 31st day of March 2018.

A Special Levy chargeable to **LEEDS CITY COUNCIL** the rate in the sum of £7,230.04 for the period ending on the 31st day of March 2018.

A Special Levy chargeable to **CITY OF YORK COUNCIL** in the sum of £230,372.88, for the period ending on the 31 day of March 2018.

A Special levy to **SELBY DISTRICT COUNCIL** in the sum of £30,706.18, for the period ending on the 31 day of March 2018.

AND that the Special Levies shall be payable in two equal instalments on the 1st May 2017 and the 1 November 2017.

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 )<br>under this Act. )            |       |
| b) Works of maintenance under )<br>the said Act. )              | 3.97p |
| c) Improvement of existing )<br>works under the said Act. )     |       |
| d) New works under the said )<br>Act. )                         |       |
| e) Precept of the Environment )<br>Agency under the said Act. ) | 3.97p |

**CONSORTIUM  
ARRANGEMENTS**

The Clerk confirmed the next meeting of the Consortium Management Committee will be held on Tuesday 14<sup>th</sup> February 2017 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**

The Clerk asked the Board if it wished to sustain its two nominated Members for the meeting who are the Chairman and Vice Chairman.

Members UNANIMOUSLY AGREEING to sustain the above arrangements to retain its two nominated Members for the Consortium Management Committee. The Members being given Authority to act on behalf of the Board at the Consortium Management Committee Meeting.

**MAINTENANCE  
WORKS**

The Engineering Assistant had circulated a report at the meeting which was run through.

Mr R F Hildreth noted the parish council were concerned about a fence on the Northfield Drain falling into the drain near Shirbutt Lane. The Engineering Assistant will look into to see what can be done.

Members discussed the replacement door for the Boards depot.

Mr C E Mills wished it to be noted that he wished to thank the Boards Foreman for the work carried recently. This along with the Engineering Assistant. This in particular relating to the work on the Old Fleet Foss. In particular the benefits of improved drainage which has occurred upstream.

## HEALTH & SAFETY

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

## BOARDS POLICY

The Clerk had circulated with the Agenda a draft of a new IDB Policy Document for Members consideration. It being highlighted that the draft document was being tabled for agreement between parties such as Defra and the Environment Agency and so was still being developed.

The Clerk informed that it was not mandatory and the Board can modify the document to suit its requirements. He further noted that the Board was required to review this policy on a three year basis and the previous template document had become out of date. The Boards annual return seeking that the Board has reviewed this document because of its importance.

Mr G H Smith raised concerns about some of the requirements such as categorising the risk factors as high medium and low in Section 2.7 (alternative version). The preference being the first clause rather than the second as to how this is applied. It being noted individual views on risk can vary different without guidance to gauge them against.

Members reviewed and considered the document noting it as work in progress and will consider it again when the document draft has been agreed.

## ADA NORTHERN BRANCH MEETING

The Clerk informed that a Northern Branch ADA Meeting is to be held on 26<sup>th</sup> January at the Masonic Hall in Howden if any Members wish to attend. The Clerk having circulated details with the Agenda. The Chairman (as the Branch Vice Chairman) and Clerk are likely to attend.

## CORRESPONDENCE

The Clerk advised Members that no correspondence of significance has been 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.

### **(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 £434,732.83 with Barclays Bank as at the 30<sup>th</sup> January 2017.

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 £70,989.49. 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 £ 590,293.50.

The Clerk reported it was uncertain how much longer Barclays will be able to provide free banking it being due for review in February.

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)**

It was AGREED that the next meeting of the Board will be held at the Copmanthorpe Methodist Church, Main Street, Copmanthorpe, York on Monday 13<sup>th</sup> March 2017 at 6.30pm.

Possible future dates for meeting:

Monday 12<sup>th</sup> June 2017

Monday 18<sup>th</sup> September 2017

Monday 6<sup>th</sup> November 2017

**Nun Appleton Flood Bank**

Mr M Haigh raised his on-going concerns about the implication of the failure of this Flood Bank. He presented a map which had been drawn showing the extent of the land and properties which could become flooded if the bank failed or was breached with the river at a high level. The Environment Agency is apparently looking into this matter the bank being in poor condition because of badger setts. The Boards Clerk having also emailed the Environment Agency about the Boards concerns

**Hallgarth Close and Dorts Dyke Maintenance**

Mr C Clayton asked on the current position regarding Hallgarth Close.

The Clerk informed that Mr A Whale had raised a formal complaint of the Board regarding this matter which was being run following the Boards formal complaint procedure. The response prepared and sent by the Clerk did not satisfy Mr A Whale and the complaint and Clerks response have been reviewed by the Chairman as per the Boards complaint procedure.

**ACCOUNTS FOR  
CONFIRMATION**

**DATE OF NEXT  
MEETING**

**FUTURE MEETINGS**

**ANY OTHER  
BUSINESS**



**Closure of Meeting**

There was no other business and the meeting was closed.

**(APPENDICES TO FOLLOW)**

